

Date: July 13, 2020  
Ref.: MKCL:DU-BDP:CKT:SPOC:2020-21

**Changu Kana Thakur Arts, Commerce and Science College (Autonomous)**  
Plot No.1, Sector 11, Khanda Colony,  
New Panvel (W), Raigad, Maharashtra

**Subject: Interfacing Officers for eSuidha implementation.**

Dear Sir/Ma'am,

We enclose herewith Memorandum of Understanding (MoU) dated July 13, 2020 executed between CKT College, New Panvel and Maharashtra Knowledge Corporation Limited (MKCL) regarding implementation of eSuidha framework in the University.

Pursuant to clause 2.3.1 we nominate **Dr. Satish Zende, Business Account Manager** and **Mr. Sandeep Chiplunkar, General Manager - DU-BDP** who will interface for implementation of all activities under this MoU. These nominations shall be valid till further communication.

Contact details of Dr. Satish Zende and Mr. Sandeep Chiplunkar, are as follows:


- 1. Dr. Satish Zende, Business Account Manager**  
Contact No.: +91 9420184204 Email: [satishz@mkcl.org](mailto:satishz@mkcl.org)  
Address: Maharashtra Knowledge Corporation Limited's (MKCL) Registered Office  
ICC Trade Tower, 'A' Wing, 6<sup>th</sup> Floor, Senapati Bapat Road, Shivajinagar, Pune 411016, Maharashtra, India.
- 2. Mr. Sandeep Chiplunkar, General Manager - DU-BDP**  
Contact No.: +91 9370287497 Email: [sandeepc@mkcl.org](mailto:sandeepc@mkcl.org)  
Address: Maharashtra Knowledge Corporation Limited's (MKCL) Registered Office  
ICC Trade Tower, 'A' Wing, 6<sup>th</sup> Floor, Senapati Bapat Road, Shivajinagar, Pune 411016, Maharashtra, India.

Further, please note that any notices, requests and any other communications required or permitted under the aforesaid letter which are sent by emails be necessarily also marked to [cs@mkcl.org](mailto:cs@mkcl.org).

We also request you to kindly intimate us name and contact details of the officer/s of Changu Kana Thakur Arts, Commerce and Science College (Autonomous) who will interface with MKCL for all activities concerning MFS Program.

With regards

Sincerely yours,

  
**Dr. Aatul Wadegaonkar**  
Chief General Manager, DU-BDP *SMN*





CHALLAN  
MTR Form Number-6



GRN	MH002221935202021P	BARCODE	[Barcode]		Date	13/07/2020-14:05:47		Form ID			
Department	Inspector General Of Registration			Payer Details							
Type of Payment	Non-Judicial Stamps Purchase of Franking Code IGR Rest of Maha			TAX ID / TAN (If Any)							
Office Name	HVL1_HAVELI NO1 SUB REGISTRAR			PAN No.(If Applicable)	AACCM8297L						
Location	PUNE			Full Name	MAHARASHTRA KNOWLEDGE CORPORATION LIMITED						
Year	2020-2021 One Time			Flat/Block No.	ICC TRADE TOWER A WING 5TH FLOOR						
Account Head Details			Amount In Rs.	Premises/Building							
30046401 Stamp Duty			500.00	Road/Street	S B ROAD SHIVAJINAGAR						
				Area/Locality	PUNE						
				Town/City/District							
				PIN		4	1	1	0	1	6
				Remarks (If Any)	For execution of MoU between CKT College New Panvel and MKCL for eSuvidha						
				Amount In	Five Hundred Rupees Only						
Total			500.00	Words							
Payment Details	SBIEPAY PAYMENT GATEWAY				FOR USE IN RECEIVING BANK						
Cheque/DD No.				Bank CIN	Ref. No.	10000502020071300887		5193960858020			
Name of Bank				Bank Date	RBI Date	13/07/2020-14:06:49		Not Verified with RBI			
Name of Branch				Bank-Branch	SBIEPAY PAYMENT GATEWAY						
				Scroll No. , Date	Not Verified with Scroll						

Department ID :

Mobile No. : 9881237540

NOTE:- This challan is valid for document to be registered in Sub Registrar office only. Not valid for unregistered document.

सदर चलन केवल दुस्यम निवधक कार्यालयात नोंदणी करावयाच्या दस्तासाठी लागू आहे. नोंदणी न करावयाच्या दस्तासाठी सदर चलन लागू नाही.





MEMORANDUM OF UNDERSTANDING (MoU)

This MoU is executed on this 13<sup>th</sup> day of July, 2020, at Pune, Maharashtra, India.

BETWEEN

Changu Kana Thakur College Arts, Commerce and Science (Autonomous)

AND

Maharashtra Knowledge Corporation Limited

Changu Kana Thakur Arts, Commerce and Science College (Autonomous) run by Janardan Bhagat Shikshan Prasarak Sanstha and established in 1992 and situated at Plot no.1, Sector 11, Khanda colony, New Panvel (W), Raigad, Maharashtra, INDIA, hereinafter referred to as "CKT" (which term shall so far as the context admits be deemed to mean and include its successors and assignees) of the First Part;

AND

Maharashtra Knowledge Corporation Limited, a Company incorporated and registered under the Companies Act, 1956, having registration no. U80302PN2001PLC135348 and having its Registered office at ICC Trade Tower, 'A' Wing, 5<sup>th</sup> Floor, Senapati Bapat Road, Shivajinagar, Pune 411016, Maharashtra, India, hereinafter referred to as "MKCL" (which term shall so far as the context admits be deemed to mean and include its successors and assignees), as the party of the Second Part.

WHEREAS MKCL is a high-tech initiative of the Government of Maharashtra in design, development and delivery of Education, Governance and Empowerment programs, technologies, products, solutions and services and has proven experience in the said fields.

AND WHEREAS Department of Higher and Technical Education, Government of Maharashtra, keeping their main objective of facilitating the students by cutting down their costs, avoiding delays and inconvenience and to completely reengineer the traditional processes in the overall interest of the students by exploiting the advances in information technology has issued a Government Resolution (ईमेव्हा २००६/(१९१/०६)/मशि-१) dated June 19, 2006 (Annexure 'D') in order to provide various "eservices" to the students through implementation of Digital University\* and Digital College\* software frameworks developed by Maharashtra Knowledge Corporation Limited in all the non-agricultural Universities and all the Government/Non-Government, Aided/ Un-aided colleges/institutions affiliated to/recognized/ conducted by them as well as all the colleges/ institutions governed by other educational institutions in Maharashtra from the academic year 2006-07.

AND WHEREAS MKCL has developed Digital University\*, a comprehensive software framework for a fully web-based management of the University and Autonomous Colleges and Digital College\*, a software framework for network of colleges / institutions affiliated to / Departments recognized by the University, to offer different efacilitation services to students, teachers, administration, and management of the University and colleges in a mass personalized manner.

AND WHEREAS the CKT after careful study and analysis of relevance and applicability of the Digital University software framework is desirous of using them for its administrative and academic functions for bringing about in a cost effective manner, a higher efficiency, greater effectiveness and a higher quality of service to the students, teachers and other associated individuals and organizations including its all sub-campuses, Departments, etc.; Further CKT also wants to implement online application system developed by MKCL.

For Changu Kana Thakur Arts, Commerce  
and Science College (Autonomous)

Authorized Signatory

**Principal**  
**CHANGU KANA THAKUR**  
**ARTS, COMMERCE & SCIENCE COLLEGE**  
NEW PANVEL, RAIGAD.

For Maharashtra Knowledge Corporation Limited

Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP

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AND WHEREAS as per the clauses of the GR (ईमेवा २००६ / (१९१/०६)/मशि-१) dated June 19, 2006 and proposal submitted by MKCL the parties hereto desire to enter into a Memorandum of Understanding (MoU) for the purpose of spelling out the mutually agreed terms and conditions for implementation of the provisions of the above mentioned GR and online application system:

NOW THIS MoU WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

## 1. SCOPE

Scope of work under this MoU shall include:

### Online Application for Admissions and Student Life Cycle Management

#### Part I - Online Application for Admissions

Providing access of the software framework to applicants for admission to the courses for which college does not conduct centralized admission process. The applicant will create his/her profile on the online application portal integrated with Digital University® portal. Using his/her login he/she will apply online to various courses offered by college with subject selection. Applicant will pay online fees such as application fee, prospectus fee etc. taken at the time of application as stipulated by the college including service fee either by credit card or debit card or by net banking and will print the form, attach the required documents and will submit by hand or by post to the college within the stipulated deadline. Applicant will also receive timely alerts by SMS and/or email about the status of the application form. MKCL shall arrange to send maximum 5 SMS per semester per student.

Application data will be made available to the college/department for further processing such as generating merit lists etc. and completing the admission process.

The data of the admitted candidates as finalized by the college/department will be transferred to Digital University® software framework for student life cycle management.

Online application will thus allow candidates to complete their admission process from anywhere in the world in a hassle-free manner without waiting in long queues or undertaking travel. The candidates will not only save time and money but will also get online updates and status of their admission form processing (including discrepancies, if any, to be rectified) through their logins as well as by a series of personalized update SMS and emails.

#### Part II- Student Life Cycle Management System

Digital University framework will be implemented in phased manner. In the first year of implementation it will be made available for first year students only and in subsequent year next higher classes students will be offered various eservices. The Digital University Framework shall gradually replace the existing system.

MKCL will provide college the access to the Digital University® software framework in order to facilitate its admitted students through functionalities enlisted below. Providing online training for the usage of this software to the users/concerned staff of the college and for providing regular support to the college for issues related to Digital University® software usage.

Web-based (Internet based) functionalities to be accessed by the students are grouped into three categories viz. 'Information Functionalities', 'Administrative and Facilitation Functionalities', 'Transaction Functionalities'.

For Changu Kana Thakur Arts, Commerce  
and Science College (Autonomous)

Authorized Signatory

CHANGU KANA THAKUR  
ARTS, COMMERCE & SCIENCE COLLEGE (Autonomous) for eSavidha, 2020

For Maharashtra Knowledge Corporation Limited

Dr. Aatuf Wadegaonkar  
Chief General Manager, DU-BDP



Digital University\* will also provide the logins of the officers and senior staff of the college, a 'Consolidated Control Report' shall be made available in login, which will serve as a dashboard to monitor the status and progress of various operations and functions involved in an integrated student life cycle management system.

This detailed process wise and step wise statistical report, will help college officers and senior staff to directly monitor the progress and find out unforeseen bottlenecks and problem states. Timely identification of such problems will enable appropriate action in due time by them.

**Web-based (Internet based) e-services to be delivered to the students are grouped into two categories:**

**1. Information Services 2. Administrative and Facilitation Services**

**1.1 Information Services**

These services will facilitate availability of information to all the registered students on portal (website) through the Digital University\* software framework.

1. About College – History, Vision- Mission, Jurisdiction, Campus Map, Infrastructure Resources, Human Resources, etc.
2. Information about Officers, Authorities, and Committees of the college
3. Academics – information about Faculties, Courses, Syllabi, etc.
4. Information about Departments of College
5. Admission; rules & regulations for various courses
6. Scholarships and concessions
7. Accreditation and Recognition
8. Awards and Honors
9. Examination schedule
10. News and Events
11. Circulars/ GRs/ Notices etc.

Student Login (on the Digital University Portal) will facilitate Transaction services to the students as listed below:

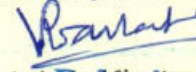
- a. Student Profile Update/maintain
- b. Progression record from Admission to Migration
- c. Personalized Time-Tables, Alerts, Notices
- d. Application for re-assessment/ re-totaling
- e. Application for Convocation
- f. Application for Migration

**1.2 Administrative and Facilitation Services**

These services will facilitate availability of administrative and facilitation services to the students registered in the departments of the College through the Digital College software framework which is hosted on cloud and operated by the respective departments authorities/officers, under the guidance of the College:

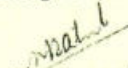
- 1 Computer generated pre-filled Eligibility form with scanned image of photograph and signature of the student.
- 2 Electronic transfer Eligibility/admission form data to the College for further processing.
- 3 After checking and scrutiny of Eligibility form of the student by the College authorities, issue of Permanent Registration Number/ admission confirmation letter as well as communication from college about discrepancy, if any, in the Eligibility/admission form.
- 4 For eligible students, Generation of student login on the portal and issue of Login Id and password to the students to access their personalized e-Services through the login on the portal.

For Changu Kana Thakur Arts, Commerce  
and Science College (Autonomous)

  
Authorized Signatory  
Principal

**CHANGU KANA THAKUR**  
ARTS, COMMERCE & SCIENCE COLLEGE  
NT. RAIGAD.

For Maharashtra Knowledge Corporation Limited

  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP



- 5 Application for Examination; Computer generated pre-filled Examination form with facility to mark optional subjects and mark changes, if any, such as name, address, subjects etc.
- 6 Electronic transfer of Examination form data to CKT for further processing.
- 7 Confirmation of Examination form and issue of Admit Card; facility for the student to get anywhere anytime status of processing his/her Examination form (scrutiny by the authorities) by logging into his/her online account on the portal (through any computer connected to Internet).
- 8 Communication about discrepancy, if any, in the Examination form.
- 9 Examination schedule and time table.
- 10 Admit Card generation for the Examination.
- 11 Examination result processing.
- 12 Result; Provision to generate Statement of Marks to be issued by College.
- 13 Computer generated pre-filled Application for re-assessment/ re-totalling, convocation and migration with facility to mark updates/ changes if any on the printout.
- 14 Electronic transfer of these Applications form data to College for further processing.
- 15 After processing of these application forms of the student by the authorities, in case of reassessment/re-totalling application issue of no change letter/ revised Statement of Marks, in case of convocation application issue of Degree Certificate, in case of Migration issue of Migration Certificate.

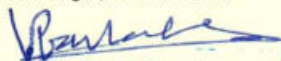
The Information and Transaction e-services shall be offered to the students through the implementation of Digital University software framework and Digital College software framework.

MKCL shall present the detailed implementation methodology for the perusal of the concerned authorities of CKT. Should the CKT authorities need any further clarifications, MKCL shall furnish the same expressly. Based on CKT's counsel, MKCL shall incorporate the modification in the implementation methodology for mutual suitability. CKT and MKCL shall then together implement this joint collaborative project as per the mutually agreed implementation methodology.

## 2. USE OF SOFTWARE FRAMEWORKS


- a) MKCL will host on the Internet servers, the Digital University software and online application framework.
- b) At the CKT location the concerned officers/staff of the various sections/departments of the CKT will use the web-based Digital University\* Software and Online Application framework through their respective logins to deliver various e-services to the students and generate the required outputs related to it.
- c) Similarly, at the department location the concerned officers/staff of the various sections/departments of the college/institute will use the Digital College Software framework through their respective logins to deliver various e-Services enlisted above and generate the required outputs related to them.
- d) All the students will log on to the CKT's website from any computer connected to the Internet.
- e) MKCL will be responsible for the designing, development, implementation and provide online training of the usage of the above mentioned software frameworks to the concerned officers/staff of the various sections/departments of CKT in order to enable to use the Software framework effectively to deliver various services enlisted above and generate the required outputs related to it.
- f) CKT shall be responsible for actual operations of the said software frameworks, undertake data entry/data conversion, data management, call center and back office work to ensure prompt service delivery to all stakeholders. CKT shall be responsible for correctness and completeness of the information as well as data filled-in the software and published by this software framework, this is the sole responsibility and ownership of the concerned officers/ Staff of CKT.

For Changu Kana Thakur Arts, Commerce  
and Science College (Autonomous)

  
Authorized Signatory

**CHANGU KANA THAKUR**  
ARTS, COMMERCE & SCIENCE COLLEGE  
NEW PANVEL, RAIGAD.

For Maharashtra Knowledge Corporation Limited

  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP

Approved by Changu Kana Thakur Arts, Commerce and Science College (Autonomous) for eSujdha, 2020



- g) MKCL shall be responsible for correctness and completeness of the software framework and this is the sole responsibility and ownership of MKCL.

**Common Clauses:**

1. If CKT desires to engage services of MKCL for operations, in such a case MKCL will identify and appoint necessary competent manpower to access the above mentioned software, do the necessary configurations, generate required output, as well as run the call centre/back office processing centre. A separate Agreement will have to be executed on mutually agreed terms between CKT and MKCL for such services since the same are not within the purview of this MoU and the GR.
2. All the software services are offered in English language only.
3. Any additional software service/ module not listed in this MoU and required by the CKT shall be offered by MKCL after clearly understanding the requirements, documenting them through a systematic process by signing a separate agreement with an additional charge finalized on mutually agreed terms by MKCL and CKT.

Under the terms of this MOU, Responsibilities of MKCL and CKT are as follows: Legends used: I – Initiator R – Responder

**Online Application for Admissions and Student Life Cycle Management**

**Part I: Online Application for Admissions**

Sr. No.	Role	Responsibilities of CKT	Role	Responsibilities of MKCL
1	I	Nominate and authorize an officer who will be a single point of contact and will represent the CKT for any matter regarding this MoU. It shall also nominate an alternative person to the said officer who shall be equally responsible in the absence of the first nominated officer.	I	Nominate and authorize an officer who will be a single point of contact and will represent MKCL for any matter regarding this MoU. It shall also nominate an alternative person to the said officer who shall be equally responsible in the absence of the first nominated officer.
2	R	As specified by MKCL, arrange/procure and establish the infrastructure and computing resources, required by the CKT as well as the faculties and departments of the CKT, in advance so as to start the 'Usage phase' in time.	I	Specify the infrastructure and computing resources (refer Annexure B), to be arranged/procured by the CKT in advance so as to start the 'Usage phase' in time.
3	R	In order to provide in detail configuration specifications of the system, appoint competent officers/ staff to fill in information in the software applications developed by MKCL.	I	Design, develop, host on the internet and provide access to web-based software framework for configuration, implementation and usage by the staff of the CKT.

For Changu Kana Thakur Arts, Commerce and Science College (Autonomous)

*[Signature]*  
Authorized Signatory  
Principal

**CHANGU KANA THAKUR**  
ARTS, COMMERCE & SCIENCE COLLEGE  
NEW PANVEL, RAIGAD.

For Maharashtra Knowledge Corporation Limited

*[Signature]*  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP

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MoU with Changu Kana Thakur Arts, Commerce and Science College (Autonomous) for eSuidha, 2020



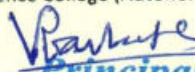
Sr. No.	Role	Responsibilities of CKT	Role	Responsibilities of MKCL
4	R	Provide the detailed courses' definition, list of departments, application dates, rules and regulations, master data and all documents deemed necessary to enable online application and extend full co-operation to team appointed by MKCL for configuration, implementation and enhancement of the framework.	I	Specify the information required for configuration, enhancement and implementation.
5	I	Ensure that all regular, important as well as critical instructions and communications, are made in writing by CKT's authorized officers to MKCL's authorized officer/s in hard copy or through emails or any other agreed secured mode. Emails, shall be exchanged only through official email ids.	I	Ensure that all regular, important and critical instructions and communications, are made in writing by MKCL's authorized officers to the CKT's authorized officer/s in hard copy or through emails or any other agreed secured mode. Emails, shall be exchanged only through official email ids.
6	I	Arrange for training sessions and ensure that all the concerned officers of CKT those are going to configure and use the software framework get properly trained.	R	Provide online training through agreed mode for the configuration and usage of the framework to the staff identified by the CKT.
7	I	Make it mandatory for all its faculties/ departments to use the software framework for the application and admissions and not to accept the applications in any other physical or digital format generated through third party's software.		---NIL---
8	I	Provide to CKT online access to the central website to keep a track of application form filling stage.	R	Use the login and password provided by MKCL to keep a track of application form filling stage.

## Part II: Student Life Cycle Management

Legends: I – Initiator, R – Responder

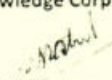
Sr. No.	Role	Responsibilities of CKT	Role	Responsibilities of MKCL
1	I	Nominate and authorize an officer who will be a single point of contact and will represent the CKT for any matter regarding this MoU. It shall also nominate an alternative person to the said officer who shall be equally responsible in the absence of the first nominated officer.	I	Nominate and authorize an officer who will be a single point of contact and will represent MKCL for any matter regarding this MoU. It shall also nominate an alternative person to the said officer who shall be equally responsible in the absence of the first nominated officer.

For Changu Kana Thakur Arts, Commerce and Science College (Autonomous)

  
Principal  
Authorized Signatory

**CHANGU KANA THAKUR**  
ARTS, COMMERCE & SCIENCE COLLEGE  
NEW PANVEL, RAIGAD.

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Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP

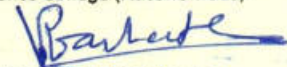
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MoU with Changu Kana Thakur Arts, Commerce and Science College (Autonomous) for eSudha, 2020



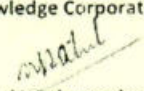
Sr. No.	Role	Responsibilities of CKT	Role	Responsibilities of MKCL
2	R	As specified by MKCL, arrange/procure, establish and maintain from time to time the server and allied infrastructure and computing resources, including third party software (refer Annexure-B), at its own cost and in advance so as to start the implementation phase in time.	I	Specify from time to time the server and allied infrastructure and computing resources and third party software (refer Annexure-B) to be arranged/procured by the CKT in advance so as to start the implementation phase in time.
3	R	Identify and arrange from time to time the dedicated human resources as specified by MKCL at its own cost and ensure that all the concerned users of CKT, that are going to use the software are IT literate (possess IT skills included in MS-CIT course) within three months of signing the MoU.	I	Specify from time to time the dedicated Human Resources required to be arranged by the CKT in advance, for successful configuration, regular use and operation of MKCL's Digital University software framework for satisfactory delivery of the desired services mentioned in this MoU.
4	R	Identify and arrange at its own cost the competent human resources as stipulated by MKCL for technical support.	I	Specify the dedicated Human Resources for technical support to be arranged by CKT in advance for technical support such as: Network administrators, Database administrators, System administrators so as to start the implementation phase in time.
5	R	Ensure the deputation of and active participation of its dedicated human resources under this MoU in user training arranged by MKCL from time to time.	I	Provide the user training preferably on monthly basis to the human resources dedicated by CKT for the implementation of this MoU in extensive details for the successful operations of Digital University Software Framework.
6	R	Provide the detailed courses' definition, application dates, rules and regulations, master data and all documents deemed necessary to commission the Digital University software framework and extend full co-operation to MKCL for configuration, enhancement, implementation and commissioning of the Digital University software framework.	I	Specify the information required for configuration, enhancement, implementation and commissioning of the Digital University software framework.
7	R	In order to provide in detail configuration specifications of the system, assign competent officers/ staff to fill in information in the Digital University software framework.	I	Host on server and provide access to the Digital University software framework for configuration, and usage by the authorized users of CKT.
8	I	Identify and communicate the details of all the concerned officers of CKT who are going to configure and use the Digital University software framework for arranging their training session.	R	Provide online training through distributed classroom for the configuration and usage of the Digital University software framework to the concerned officers as communicated by CKT.

For Changu Kana Thakur Arts, Commerce and Science College (Autonomous)

  
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ARTS, COMMERCE & SCIENCE COLLEGE  
NEW PANVEL, RAIGAD.

For Maharashtra Knowledge Corporation Limited

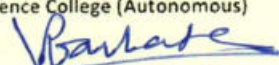
  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP

smn



Sr. No.	Role	Responsibilities of CKT	Role	Responsibilities of MKCL
9	I	Make it mandatory for all its concerned staff to use only the Digital University software framework for the delivery of services listed in the scope of work (refer Annexure A) and accept data in the digital format generated only through the usage of the Digital University software framework and not accept the data in physical or digital format generated through some other software.		-----Nil-----
10	I	Organize and coordinate the smooth implementation of the said Digital University software framework within the mutually agreed time frame by ensuring full participation of concerned staff of CKT. Undertake the actual operations of the Digital University software framework undertake data entry/data conversion, data management, call center and back office work and ensure prompt service delivery to all stakeholders. Request software support from MKCL as and when necessary.	R	Provide timely support for smooth implementation of the said Digital University software framework within the mutually agreed time frame. Offer software support for smooth implementation and maintenance of the Digital University software framework but <i>do not</i> undertake the actual operations of the Digital University software framework, data entry/conversion, data management, call center, back office and service delivery to stakeholders.
11	I	Ensure that all regular, important as well as critical instructions and communications, are made in writing by CKT's authorized officers to MKCL's authorized officer/s in hard copy or through emails or any other agreed secured mode. Emails, shall be exchanged only through official email ids.	I	Ensure that all regular, important and critical instructions and communications, are made in writing by MKCL's authorized officers to the CKT's authorized officer/s in hard copy or through emails or any other agreed secured mode. Emails, shall be exchanged only through official email ids.
12	R	Download the data as and when required for back-up or any other official purposes.	I	MKCL shall provide the export facility for CKT to download the complete student data in excel spreadsheet format either on semester-end basis or year-end basis.
13	R	Provide the ordinances, rules and regulations, master and legacy data and all documents deemed necessary for MKCL to understand current and proposed processes of CKT and extend full cooperation to MKCL for configuration, enhancement, commissioning and maintaining the Digital University software framework.	I	Specify the information required for configuration, enhancement, commissioning and maintenance of the Digital University software framework.

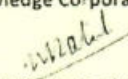
For Changu Kana Thakur Arts, Commerce and Science College (Autonomous)

  
Principal  
Authorized Signatory

**CHANGU KANA THAKUR**

ARTS, COMMERCE & SCIENCE COLLEGE  
NEW PANVEL, RAIGAD.

For Maharashtra Knowledge Corporation Limited

  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP

SMN



Sr. No.	Role	Responsibilities of CKT	Role	Responsibilities of MKCL
14	R	Thoroughly test the functionalities of the Digital University software framework and report the bugs to MKCL only through MKCL's support ticketing system.	I	Make the Digital University software framework available on staging server for testing by CKT authorized personnel and rectify the bugs reported by them only through MKCL's support ticketing system.
15	R	Establish and run, with necessary staff, a Student Facilitation Center (SFC)- cum- Call Center on the premises of CKT to provide telephonic/ face-to-face support to students and resolve their queries.	I	Specify computing infrastructure and human resources, workflow layout required to establish and operate a Student Facilitation Center (SFC) cum Call Center on CKT premises, if so required by CKT.
16	I	Record and inform issues, grievances, suggestions and feedback regarding the Digital University software framework to MKCL in order to facilitate speedy rectification of the same by MKCL to enhance the software if and when necessary and feasible.	R	Carefully study, analyze and identify valid issues, grievances and resolve them within 7 working days. Suggestions, and feedbacks submitted by the users of CKT in order to enhance the Digital University software framework shall be addressed within 60 working days. Also, upgrade the existing software to suit the emerging trends in technology.
17	I/R	Attend meetings from time to time to review the progress made regarding functionalities and deliverables and to plan and strategize accordingly. Incur and bear for its own employees and personnel the travelling, lodging, boarding and other incidental expenses related to attending the meeting and other meetings/training sessions. Communicate the concerned officer of MKCL of actions taken on compliances expected and informed by MKCL at the meeting, within the specified time.	I/R	Conduct meetings from time to time to review the progress made regarding functionalities and deliverables and to plan and strategize accordingly. Incur and bear for its employees and personnel the travelling, lodging-boarding and other incidental expenses related to attending the meeting and other meetings/training sessions. Communicate the concerned officer of the CKT of actions taken on corrections, changes expected and informed by CKT at the meeting, within the specified time.
18	I	Endeavor reasonably to keep its server infrastructure and other computing facilities, licensed third party software, peripherals available and functional for 24 hours a day, seven days a week, except for:  a. planned maintenance carried out during the maintenance time as pre-intimated; and  b. unscheduled maintenance performed outside normal business hours, provided that CKT has used reasonable endeavors to give MKCL at least 6 normal business hours' notice in advance.	I	Endeavor reasonably to make the services to be delivered under the scope of this MoU available for 24 hours a day, seven days a week, except for:  a. planned maintenance carried out during the maintenance time as pre-intimated; and  b. unscheduled maintenance performed outside normal business hours, provided that MKCL has used reasonable endeavors to give CKT at least 6 normal business hours' notice in advance.  Endeavor reasonably for limiting the downtime to less than 3% annually.

For Changu Kana Thakur Arts, Commerce and Science College (Autonomous)

*Barkade*  
Principal

CHANGU KANA THAKUR

ARTS, COMMERCE & SCIENCE COLLEGE (Autonomous) for e-Suvidha, 2020

NEW PANVEL, RAIGAD.

For Maharashtra Knowledge Corporation Limited

*Wadegaonkar*  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP

*smc*



Sr. No.	Role	Responsibilities of CKT	Role	Responsibilities of MKCL
		Endeavor reasonably for limiting the downtime to less than 3% annually.		
19	R	Take the relevant precautions internally so that unauthorized content is not published on the website. Publish the content on the portal (like the Maharashtra Universities Act, statutes, Prospectus, Syllabi, Time Table, etc.) that is provided by CKT officials duly authorized.	I	Ensure that the cyber security norms are adhered to so that unwarranted content from external sources does not get published on the Digital University or other related portal.
20	I	Maintain the backup data in a secured and retrievable manner.	I	MKCL shall provide the export facility for CKT to download the complete student data in excel spreadsheet format either on semester-end basis or year-end basis.

### 3. PAYMENT TERMS

#### 3.1 PART I- Online Application for Admission

##### A – Fee collection by CKT through Aggregator (i.e. Atom Technologies Pvt. Ltd.)

- 3.1.1 MKCL shall charge Rs.50/- plus applicable taxes per applicant per course per year for offering Online Application Framework.
- 3.1.2 MKCL's service charges as mentioned in sub-clause 3.1.1 above shall be directly credited to MKCL's account once the candidate makes online payment of college fees.

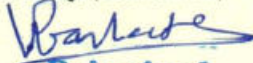
##### B – Fee collection by CKT through online mode (through aggregator other than Atom Technologies Pvt. Ltd.) or manual

- 3.1.3 CKT will have to make necessarily advance payment of minimum Rs.20000/- plus applicable taxes per year to MKCL as its service charges through net-banking mode considering minimum number of applicants as 400.
- 3.1.4 MKCL shall charge Rs.50/- plus applicable taxes per applicant per course per year as service charges to CKT for offering Online Application Framework.
- 3.1.5 In case actual count of applicant exceeds 400 and after consumption of minimum advance amount of Rs.20000/- paid by CKT, for every additional applicant CKT will have to make advance payment of MKCL's service charges at the rate of Rs.50/- plus applicable taxes per applicant per course per year and accordingly services of equivalent number of applicant credit will be made available to CKT.
- 3.1.6 In case the amount of MKCL's service charges is not utilized fully in one academic year, the amount of unutilized balance shall get carried forward for subsequent year or the authorized officer of CKT can make formal written request for refund of unutilized balance amount. In such case, unutilized balance amount will be refunded within 30 working days after receipt formal refund request.
- 3.1.7 The provision for advance payment of MKCL's service charges has been made in order to ensure uninterrupted services to CKT from time to time as per their schedule and requirement.

##### C – General Conditions (applicable to both A and B)

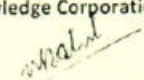
- 3.1.8 MKCL's service charges as mentioned in A or B, as the case may be, shall be subject to taxes as may be applicable from time to time i.e. taxes shall be in addition to the above mentioned charges.
- 3.1.9 MKCL shall be entitled to its service charges as mentioned in as mentioned in A or B, as the case may be, irrespective of whether the application/admission of candidates get confirmed or not from CKT.

For Changu Kana Thakur Arts, Commerce and Science College (Autonomous)

  
Principal

CHANGU KANA THAKUR  
ARTS, COMMERCE & SCIENCE COLLEGE  
NEW DANVEL RAIGAD.

For Maharashtra Knowledge Corporation Limited

  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP



MAHARASHTRA KNOWLEDGE CORPORATION LIMITED, CHANGU KANA THAKUR ARTS, COMMERCE AND SCIENCE COLLEGE (AUTONOMOUS) FOR eSuvidha, 2020



- 3.1.10 If the applicant has paid fee online payment and then cancelled the admission, MKCL will be entitled for its service charges in respect of cancelled student also.
- 3.1.11 CKT shall abstain from using online application framework independently without implementation of Student Life Cycle Management framework.

### 3.2 Part II: Student Life Cycle Management

- 3.2.1 MKCL shall charge "e-Suvidha fee" of Rs.50/- plus applicable taxes per student per year per course. This per student per year per course e-Suvidha fee is payable for total number of confirmed admitted students in CKT (new registrations, repeater exam event registration and continuation to next successive years of the course) for the fulfillment of responsibilities of MKCL enlisted in this MoU (Case 1: Student registered for a course and completes the course in stipulated time (course duration) then student shall pay Rs. 50/- e-Suvidha fee Plus applicable taxes per year per course. Case 2: Student registered for a course and fails to complete the course in stipulated time (course duration) then student shall pay additional Rs.50/- e-Suvidha fee plus applicable taxes per year per course (Appearing for repeater exam per course beyond the stipulated course duration).
- 3.2.2 CKT shall make advance payment of "e-Suvidha fee" of Rs.50/- plus applicable taxes per student per year per course to MKCL equivalent to total number of confirmed admitted students in CKT (new registrations, repeater exam event registration and continuation to next successive years of the course) for the fulfillment of responsibilities of MKCL.
- 3.2.3 The rate of "e-Suvidha fee" of Rs.50/- plus applicable taxes per student per year per course shall be revised upwards by 10% of the prevailing rates each year.

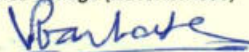
### 4. PUBLICITY AND USE OF NAME

- 4.1 MKCL may identify CKT as a customer of MKCL and a user of the MKCL's Digital University software framework in press releases and publicity materials, tenders, bids, EOIs, demonstrations and presentations. MKCL may refer potential new customers to CKT as a reference and CKT agrees to respond reasonably to all such reference contacts.

### 5. INTELLECTUAL PROPERTY RIGHTS

- 5.1 MKCL explicitly informs that it has exclusively developed the said Digital University software framework, and/or its versions required for rendering the services hereunder. As such, the designs, algorithms, software code, whether compiled or un-compiled, in printed or electronic format, with software design logic, graphical user interfaces (GUI) and their design, look-and-feel, shall be the explicit Intellectual Property of MKCL only. The text uploaded by CKT like the prospectus, study material, instructions to the users or stakeholders, etc. (by virtue of having been created by CKT) shall be the intellectual property of CKT.
- 5.2 Each party hereby undertakes to inform the other party of any violation of Intellectual Property Rights or its unlawful use, under the prevailing laws of the land. Further, each of the party herein, agrees to co-operate with the other to the extent possible in the process of investigating such cases of any violation of Intellectual Property Rights or its unlawful use and taking legal action against the said infringement.
- 5.3 The data regarding the applicants who have applied for admission and students admitted to CKT, and other data related to students, Departments, Faculties and Learning Support Centers, and CKT shall be the property of CKT and MKCL shall have the right of access thereto only to the extent of and for performing its responsibilities hereunder. If any application/s for information is received by MKCL under The Right To Information Act, 2005 regarding any of the said matters then, only CKT shall be responsible for replying since the property rights are held by it.

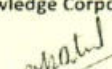
For Changu Kana Thakur Arts, Commerce  
and Science College (Autonomous)



Principal

**CHANGU KANA THAKUR**  
ARTS, COMMERCE & SCIENCE COLLEGE  
NEW RAIGAD, RAIGAD.

For Maharashtra Knowledge Corporation Limited

  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP

smr

MoU with Changu Kana Thakur Arts, Commerce and Science College (Autonomous) for eSuvidha, 2020



## 6. NON-DISCLOSURE

- 6.1 Both parties undertake to each other to keep confidential all information (written or oral) concerning the business and affairs of the other, which has been obtained or received during the course of performance hereunder, save that which is :
- (a) Inconsequential or obvious;
  - (b) Already in its possession other than as a result of a breach of this clause; or
  - (c) In the hands of the public other than as a result of a breach of this clause.
- 6.2 In the event of any of the parties becoming legally compelled to disclose any confidential information, such party shall give sufficient notice to the other party so as to enable the other party to seek a timely protective order or any other appropriate relief. If such an order or other relief cannot be obtained, the party being required to make such a disclosure shall make the disclosure of the Confidential Information only to the extent that is legally required of it and no further.

## 7. INDEMNITY

- 7.1 Each party hereby indemnifies and agrees to keep indemnified the other, from and against all direct claims, losses, liabilities, obligations, damages, expenses and costs brought against or suffered by the other or any of its respective officers, directors, employees or agents, resulting from, arising out of or relating to: -
- (a) a breach or non-performance of any of the representations, warranties, covenants and/or assurances contained herein;
  - (b) failure to perform any obligations contained herein;
  - (c) a breach of any law, rule, regulation, notification or other statutory or legal provisions or requirements;
  - (d) any willful misconduct or negligent acts by it or any of its officers, directors, employees or agents.
- 7.2 MKCL will be indemnified from the losses arising out of natural calamities, unlawful acts, willful tampering of data on the portal and hardware and power failure, downtime of ISP services, virus/worms/spyware attacks, spamming and hacking attacks occurred in CKT's infrastructure.
- 7.3 MKCL will be indemnified from the delays and non-receipt of network dependent services such as SMS, e-mail, etc.
- 7.4 CKT acknowledges that MKCL has no control over the Information published on its web portal and MKCL shall not be held responsible/liable directly or indirectly for the contents displayed on the website.

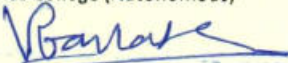
## 8. CONTRACT INTERPRETATIONS

- 8.1 In this MOU unless otherwise specified :
- All words/terms denoting the singular shall include the plural and vice-versa;
  - All words/terms denoting any gender shall include all genders.

## 9. HEADINGS


- 9.1 The Headings used under in this MOU for a group of terms and conditions are meant to serve only as a convenience. The Headings are not to be considered for the interpretation of terms or conditions in the MOU.

For Changu Kana Thakur Arts, Commerce  
and Science College (Autonomous)

  
Authorized Signatory

**Principal**  
**CHANGU KANA THAKUR**  
**ARTS, COMMERCE & SCIENCE COLLEGE**  
NEW PANVEL, RAIGAD.

For Maharashtra Knowledge Corporation Limited

  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP



MOU with Changu Kana Thakur Arts, Commerce and Science College (Autonomous) for eSuidha, 2020



6. Blank Mark List
7. Paper Wise Name List
8. Physically Challenged Student List
9. Student List By Venue
10. Reports for Venue
11. Download Examination Hall Ticket
12. Daily Paper Report
13. Paper wise Student Name List
14. Physically Challenged Student List
15. Paper Wise Attendance Sheet and Junior Supervisor Report

Services to CKT Administration

**Web portal**

1. Dynamic Menu and Multilingual Content Management
2. Organization Structure management,
3. Calendar Management,
4. Publishing RTI Compliance,
5. Suggestions,
6. Feedback and Complaints
7. Photo gallery

**Academics Management**

1. Course Structure Definition
2. Evaluation and Assessment Structure Definition

**Eligibility and registration Management**

1. 16-digit unique PRN (Permanent Registration Number of students),
2. SMS/Email communications regarding eligibility and PRN
3. Student Profile Management

**Examination Management module**

1. Examination Scheduling/Time-Table Management,
2. Exam forms and their Inward,
3. Exam Fee, Center/Venue
4. Hall Ticket and Seat Number Management and information system providing various reports to help in conduction of examination
5. Question Paper Packer Reports
6. Block wise Junior Supervisor and Attendance Sheet

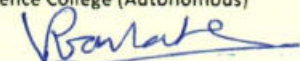
**Assessment Data Entry Software**

1. Facilitating centralized/distributed data entry of assessment data
2. Blank Mark-lists
3. Checklists and other important reports
4. Marks modification report
5. Statistical monitoring report

**Result processing and certification using centralized result processing engine (Optional)**

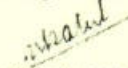
1. Offers Data verification and validation,
2. Result processing and ordinance application,
3. Generation of statement of marks,
4. Result register/ledger,
5. Passing/provisional certificates,
6. Result statistics and press reports

For Changu Kana Thakur Arts, Commerce and Science College (Autonomous)

  
Principal

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For Maharashtra Knowledge Corporation Limited

  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP



Approved by the Maharashtra Knowledge Corporation Limited for e-Suvdha, 2020



## Annexure A

### List of various functionalities

List of various services offered to Students, College and Departments under Student Life Cycle Management through Digital University® Framework

### 'e-Suvidha' Services to Students through Digital University® Framework

#### *Informative Services to students on portal*

1. About CKT
2. About CKT Organization Structure
3. About Courses and Departments
4. About Admissions
5. Syllabi Download
6. About Admissions, Examinations, Convocation, Migration
7. Suggestions and complaints
8. News, Calendar and Events
9. Various alerts in student login

#### *Administrative and Facilitation Service*

1. Pre-printed prefilled Eligibility forms
2. ID card of college
3. Bona fide Certificate of college
4. 16 digits unique permanent Registration Number (PRN),
5. Profile correction request
6. Profile update request
7. Online application for photocopy of answer-books
8. Online application for Re-evaluation
9. Online application for Re-verification
10. Personalized Time Table download
11. Personalized Hall ticket download
12. Personalized prefilled Exam form download

#### Services to Departments' Administration

##### *Admission Reports*

1. Facility to create user defined various admission reports
2. Data Export to Excel
3. Eligibility Status Report

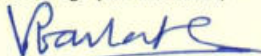
##### *Other utilities*

1. No objection Certificate
2. Character Certificate
3. Bona fide Certificate
4. ID card
5. Transfer Certificate

##### *Examination Reports*

1. Inward Examination Form Statistics
2. Student Summary List
3. Exam Form Statistics
4. Download Examination Hall Ticket
5. Examination Form Submission

For Changu Kana Thakur Arts, Commerce  
and Science College (Autonomous)



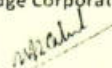
Authorized Signatory

**Principal**  
**CHANGU KANA THAKUR**

Arts, Commerce & Science College (Autonomous) for e-Suvidha, 2020

**NEW PANVEL, RAIGAD.**

For Maharashtra Knowledge Corporation Limited

  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP





**14. REPRESENTATION ON AUTHORITY OF PARTIES/SIGNATORIES**

14.1 Each person signing this MoU represents and warrants that he/she is duly authorized and has legal capacity to execute and deliver this MoU. Each party represents and warrants to the other that the execution and delivery of the MoU and the performance of such party's obligations hereunder have been duly authorized by all necessary corporate or other appropriate action to execute this and that the MoU is a valid and legal agreement binding on such party and enforceable in accordance with its terms.

**15. NOTICES**

15.1 Any notices, requests and other communications required or permitted hereunder shall be in writing and shall be given by hand against written acknowledgement or receipt, or sent by registered mail, or by facsimile followed by a confirmation letter by registered mail, at or to each of the parties at the addresses set forth in this MOU or to its last known place of business.

IN WITNESS WHEREOF the parties hereto have set their respective hands to these presents and in duplicate (wherein each copy shall be considered original) hereof the day and year herein above written.

For CKT College of Arts, Commerce and Science

For Maharashtra Knowledge Corporation Ltd.

Signature:



Signature:



**Principal**  
**CHANGU KANA THAKUR**

Name: **CHANGU KANA THAKUR**

Designation: **Authorized Signatory**

Name: **Dr. Aatul Wadegaonkar**

Designation: **Chief General Manager, DU-BDP**

Witnesses

Signature:

Signature:

Name:

Designation:

Name: **Sandeep Chiplunkar**

Designation: **General Manager, DU-BDP**





## 10. VALIDITY

- 10.1 This MOU embodies the entire, sole and exclusive MOU and understanding between the parties hereto with respect to the subject matter hereof.
- 10.2 Any amendment or modification or waiver in connection with this MOU will not be effective unless made in writing and signed by both the parties.
- 10.3 If any provision of this MOU is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby.
- 10.4 This MoU shall become effective from July 01, 2020 unless terminated mutually by both the parties by giving one-month prior notice of termination. Both the parties shall be liable to complete all their responsibilities as agreed in this MoU during the said notice period.

## 11. WAIVER

- 11.1 The waiver by either party of a breach or default of any of the provisions of this MOU by the other party shall not be interpreted as :
- A waiver of any succeeding breach of the same or other provisions nor shall any delay or omission on the part of either party to exercise; or
  - A way to avail itself of any right, power or privilege that it has or may have under this MOU to operate as a waiver of any breach or default by the other party.

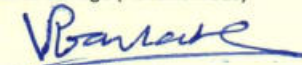
## 12. FORCE MAJEURE

- 12.1 Neither party to this MOU shall be liable for any failure or delay on its part in performing any of its obligations under this MOU if such failure or delay shall be result of or arising out of Force Majeure conditions and, provided that the party claiming Force Majeure shall use its best efforts to avoid or remove such cause of non-performance and shall fulfill and continue performance hereunder with the utmost dispatch whenever and to the extent such cause or causes are removed.
- 12.2 Any extraordinary event, which cannot be controlled by the parties, shall for the purpose of this MOU, be considered as a Force Majeure event. Such events include acts of God, acts or omissions of any Government or agency thereof, compliance with rules, regulations or order of any Government Authority. PROVIDED however, if either party claims that existence of any of the aforesaid conditions is delaying or disabling the performance by said party of its obligations under this MOU then such party shall give immediate notice by registered mail or courier to the other party of the existence of such conditions whose existence are claimed to delay or disable the performance of obligations as aforesaid.

## 13. JURISDICTION

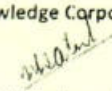
- 13.1 All disputes and differences, whatsoever arising out of these presents or any part thereof and whether as to the construction thereof or otherwise shall be referred to the courts at Pune, Maharashtra which shall be the courts having jurisdiction to entertain and try the same.

For Changu Kana Thakur Arts, Commerce  
and Science College (Autonomous)

  
Authorized Signatory

**Principal**  
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Chief General Manager, DU-BDP



Mall with Changu Kana Thakur Arts, Commerce and Science College (Autonomous) for eSuidha, 2020



**Annexure B**

**Infrastructure and Computing Resources required at CKT Server Hardware Specifications**

Sr. No.	Item	Minimum Specification
1	Processor	Intel i5 or equivalent with 4 cores
2	Monitor	Color
3	RAM	8 GB DDR3
4	Hard Disk	500 GB
5	LAN	1Gbps
6	Mouse	3 Button Scroll Mouse
7	Keyboard	104 Keys Standard USB Keyboard with Number Pad

**Software Licenses to be installed on the Server**

Sr. No.	Item	Minimum Specification
1	Operating System	Windows 10 pro edition or above (64 bit)
2	Antivirus Client	McAfee / Symantec / Trend Micro (Cloud based)
3	PDF Reader	Adobe Reader 8.0 or Above
4	Office Suite	Microsoft Office 2010/2013 Professional Edition
5	Web Browser	IE 8.0 and above/ Firefox 3.0 and above/ Google Chrome
6	Database	SQL server express edition

**Peripherals required**

Sr. No.	Item	Minimum Specification
1	MFP Printer	18-20 PPM Capacity 512 MB Buffer memory
2	Scanner	Minimum 300 DPI USB, Flat Bed Color
3	Handheld BAR Code Reader	Any make capable of scanning 1-D barcode from distance of 12 to 15 inches and switching between multiple bar code standards (e.g. Code 128 etc.)
4	Back up device	DVD Writer (Internal / External)
5	Switch	8 Port unmanageable Switch (depending on number of client machines)
6	Firewall	Cyber roam CR 500i OR equivalent software firewall
7	Router	CISCO make or any equivalent (Required in case of Leased line only)

**Quantity of Peripherals required**

Sr. No.	Number of students registered with the College/ Institute to be facilitated every year	Printer	Scanner	Handheld Bar Code Readers	Backup Device
1	Up to 1000	1	1	5	1
2	More than 1000 and up to 10,000	1	1	10	1
3	More than 10,000 and up to 1,00,000	1	2	10	1
4	More than 1,00,000 and up to 3,00,000	1	2	15	1
5	More than 3,00,000 and above	2	4	20	1

For Changu Kana Thakur Arts, Commerce and Science College (Autonomous)

*[Signature]*  
Principal

CHANGU KANA THAKUR  
ARTS, COMMERCE & SCIENCE COLLEGE  
NEW PANVEL, RAIGAD.

For Maharashtra Knowledge Corporation Limited

*[Signature]*  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP

*[Signature]*



#### Client Machines Hardware Specifications

Sr. No.	Item	Minimum Specification
1	Processor	Intel i3 6 <sup>th</sup> Generation or Equivalent with 4 cores
2	Monitor	Color
3	RAM	4 GB
4	Hard Disk	320 GB
5	LAN	100 Mbps
6	Mouse	3 Button Scroll Mouse
7	Keyboard	104 Keys Standard USB/PS2 Keyboard with Number Pad

#### Software Licenses to be installed on the client machines

Sr. No.	Item	Minimum Specification
1	Operating System	Windows 7 Professional Edition or above
2	Antivirus Client	McAfee / Symantec / Trend Micro (Cloud based)
3	PDF Reader	Adobe Reader 8.0 or Above
4	Office Suite	Microsoft Office 2010/2013 Professional Edition
5	Web Browser	IE 8.0 and above/ Firefox 3.0 and above/ Google Chrome

#### LAN Setup required

1. Minimum CAT6 UTP cabling for all nodes.
2. Use required number of network switches
3. Server and all client nodes should be connected to a 100 Mbps network.

#### Power Conditioning

1. 2 KVA Online UPS with SMF Batteries in controlled temperature for server rack components
2. Individual UPS for client machines 600 mA
3. DG set for back-up to UPS (Not required if state electricity board express feeder line is installed)

#### Internet Setup required

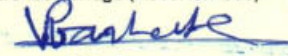
Minimum 8 Mbps Broad-Band-Connection OR Leased Line 2 Mbps.

#### Infrastructure Resources required


Each 'Student Facilitation Center' located on main as well as each of the sub-campus of the CKT that facilitates student interaction and accommodates the required number of computing infrastructure as mentioned above shall have following facilities:

- Server/ Clients/ LAN infrastructure should be temperature and humidity controlled and secured with an access control system
- UPS, DG set, Power Distribution Network
- Minimum 2 telephone lines (to facilitate call center activity)
- Air conditioning facility (optional) / Ventilation with the help of fans to keep the surrounding cool
- Optimal non-glaring light illumination
- Comfortable seating arrangements
- Ergonomically designed chairs to enable users to work comfortably
- Suitable furniture for installing computers
- Fire alarms and extinguishers installed

For Changu Kana Thakur Arts, Commerce and Science College (Autonomous)

  
Principal  
CHANGU KANA THAKUR  
ARTS, COMMERCE & SCIENCE COLLEGE  
NEW PANVEL, RAIGAD.

For Maharashtra Knowledge Corporation Limited

  
Dr. Aatul Wadegaonkar  
Chief General Manager, DU-BDP

Maharashtra Knowledge Corporation Limited, 2020





**WHEREAS:**

- A. The Client conducts a college affiliated to the University of Mumbai, and this year they plan to organize their examination on an online mode. annual conference in an Online mode and are planning to hire a and would like to have online solution partner for the same
- B. Schoolguru is India's premiere technology-led specialized learning services provider.
- C. Schoolguru's platform Lurningo has the capability to manage learning programs, online examinations and is in the business of lending its Platform as a managed Service to organisations, corporates, schools colleges, and institutions wanting to conduct such programs.
- D. Client is desirous of acquiring such an online service as to enable itself to service its students and conduct its classes using internet as medium and has hence approached Schoolguru for its services.
- E. After Subsequent demonstration and discussions Schoolguru has obliged to lend its services to Client.

**NOW THEREFORE**, in consideration of the mutual promises and covenants herein contained, the Parties hereto agree as follows:

**1.1 Definitions:**

"Authority" shall mean any national, international, regional or local governmental department, commission, board, bureau, agency, regulatory authority, tribunal, agency, instrumentality or entity, court or other judicial or administrative body, central, state, provincial or local, having jurisdiction over the matter or matters in question;

"Identified Persons" shall mean such persons identified by the Client and informed to Schoolguru from time to time;

"Fee" shall mean the costs, fees, payments, taxes as specified in Schedule I hereto.





“Services” shall mean the hosting and administering the online courses, hereto and such other courses /modules as may be specified by the Client in writing.

## 1.2 Interpretation

In this Agreement, unless the context otherwise requires:

- a) the words importing singular shall include plural and vice versa and the words denoting natural persons shall where the context admits, include partnerships, firms, companies, corporations, associations, organizations or other entities (whether or not having a separate entity);
- b) the headings are for convenience or reference only and shall not be used in and shall not affect the construction or interpretation of this Agreement;
- c) the words “include” and “including” are to be construed without limitation;
- d) reference to this Agreement or to any other agreement or deed or other instrument shall be construed as a reference to such agreement, deed, or other instrument as the same may from time to time be amended, varied, supplemented or novated; and
- e) The recital shall form integral part of this Agreement

## 2. Appointment and scope of Services

- 2.1 In consideration of the Client agreeing to make payments of the Fees to Schoolguru. Schoolguru shall provide the Services together with such reasonable modifications as the Client may request for at the time of initial setup in writing, together with all other obligations, functions and duties as provided in this Agreement.
- 2.2 Unless otherwise specified, Schoolguru will issue proforma invoices for the Fees for the Services that will be performed, and the Client will pay the amount within 7 working days after receipt of Performa invoice. Only after the receipt of the payment, Schoolguru will initiate the services.



- 2.3 Schoolguru will not be responsible to refund any advance payment made as defined by the Company. In case an excess amount is paid by the Client to Schoolguru, the same will be adjusted in the next billing cycle, and Strictly No Refunds will be made.

### 3. Obligations of Schoolguru

- 3.1 Schoolguru shall provide the Services by providing online access of the platform (Lurningo) to all the Identified Persons.
- 3.2 Schoolguru shall perform the Services and in accordance with Applicable Laws; directives, suggestions or requirements of statutory/regulatory authorities; the standards of care, Good Industry Practice, skill and diligence reasonably required of other international Service Providers performing the same Services on Projects of similar size and complexity ("Standard of Care"). The Service Provider shall be solely responsible for the acts and omissions of its Service Providers, its partners, sub-contractors, agents, employees, representative or deputies etc., as if they were the acts and/or omissions of the Service Provider.
- 3.3 Schoolguru will help the client schedule and deliver online webinars as per the plan shared by the client, and also help train them on the same.
- 3.4 Changes in the scope, manner or timing of the Services shall be authorized by the Client, in writing, and shall include, if necessary, an appropriate adjustment in the Fee and the time schedule. All duly authorized changes shall become part of this Agreement. Neither Party shall be bound to perform any change until agreed to by both the Parties, in writing.
- 3.5 The Service Provider acknowledges that information sought from any Authority for the purposes of performing the Service are subject to review by the relevant authorities from a security perspective, and that adequate considerations have been factored for performing the Service.
- 3.6 The deliverables and reports relating to the Services under this Agreement for all stages/phases shall be submitted in soft formats (editable native) as applicable and as requested by the Client.
- 3.7 The Service Provider and its employees, Service Provider's Representatives and subcontractors are independent contractors and





nothing in this Agreement will render them an agent or partner or employee of the Client and the Service Provider shall not and will ensure that its employees and subcontractors shall not hold themselves out as such.

- 3.8 Service Provider shall, at all times provide such information and assistance in connection with the Service, to the Client as shall be reasonably required.
- 3.9 The Service Provider will provide its services in an agnostic manner and shall not in any manner indicate or suggest to the Identified Persons that the Client is their employer in any manner whatsoever.

#### **4. Obligations of the Client**

- 4.1 The Client agrees to comply with all reasonable requests of the Service Provider regarding providing access to all documents, information necessary for the performance of the Service Provider's obligations under this Agreement. The Service Provider shall apply the required Standard of Care when reviewing and/or reusing such information.
- 4.2 The Client will appoint a nominated representative to act on their behalf in relation to this Agreement who will liaise with the Service Provider, in relation to this Agreement.

#### **5. Confidential Information**

- 5.1 The Parties may, from time to time, in connection with this Agreement, disclose information, data, details of Identified Persons, online modules, material, instructions, communications, the terms and conditions of business, whether in writing or oral or electronic form, which shall be maintained as strictly confidential information by the recipient thereof. Each shall use reasonable efforts to prevent the disclosure of any of the other Party's confidential information to third parties for a period of three years from the date of termination or expiry of the Agreement and/or any extensions thereof, provided that the obligation of the party receiving confidential information shall not apply to information that:
- a) Is not disclosed in writing or reduced to writing;
  - b) Is already in the recipient party's possession at the time of the disclosure thereof;



- c) Is or later becomes publicly known or part of the public domain through no fault of the recipient party, its agents or employees;
- d) Is received from a third party having no obligations of confidentiality to the disclosure party;
- e) Is independently developed by the recipient party without access to the information; or
- f) Is required by law or regulations to be disclosed to any Authority.

5.2 All Confidential Information shall remain the exclusive property of the Disclosing Party, and Recipient shall have no right to use Confidential Information except as provided herein. No patent, copyright, trademark or other proprietary right or license is conveyed by this Agreement with respect to Confidential Information. At all times, the personal information of Identified Persons or any employees of the Client and any information in respect of such trainees, employees and associates shall be kept confidential. Service provider shall be obliged to maintain the confidentiality of such confidential information in perpetuity.

5.3 "During the term of this Agreement and thereafter the Service Provider will not intentionally target either on its own behalf or on behalf of any other person or entity, directly or indirectly, hire, solicit, retain, or encourage to leave (or assist any other person or entity in hiring, soliciting, retaining or encouraging) the Identified Person from wherever they are currently employed"

## 6. Intellectual Property Rights

6.1 The Parties recognize that all third party Intellectual Property Rights are the exclusive property of their respective owners and accordingly, they shall not perform any action that could potentially be construed by such third party as amounting to an infringement of such third party's Intellectual Property Rights.

6.2 Both parties shall not use names, trademarks, service marks, logos or other identifying marks of the other party in promotional or marketing materials, press release or other public announcement or advertisement, however characterized, without the other party's prior written consent.





## 7. Indemnity

- 7.1 Schoolguru agrees to indemnify the Client keep the Client harmless and at all times fully indemnified from and against all actions, proceedings, claims, liabilities, penalties, demands and costs, damages, losses and / or expenses however arising directly as a result of:
- a) Any breach or non-performance by Schoolguru of any of its undertakings, warranties or obligations under this Agreement; or
  - b) Any third party claims arising out of or in relation to a breach of this Agreement, violation or breach of Intellectual Property Rights; or
  - c) Any act, omission that is grossly negligent or caused on account of fraud, willful misconduct, or willful default of the Schoolguru or its partners, sub-contractors, agents, employees, representative.

## 8. Duration of Agreement:

- 8.1 This Agreement shall remain in force, effective from 25<sup>th</sup> September 2020, for a period of 3 years, unless terminated earlier by either of the parties with 30 day notice or by mutual consent.
- 8.2 This Agreement would get automatically terminated on 24<sup>th</sup> September 2023, unless renewed 30 days before the expiry date.

## 9. General

- 9.1 This Agreement constitutes the entire and only Agreement between the parties in respect to the Services, and all prior negotiations, representations, agreements, and understandings are hereby superseded. No agreements altering or supplementing the terms hereof may be made except by means of a written document signed by the duly authorized representatives of the parties.
- 9.2 Each party shall be deemed to be and shall be an independent contractor of the other and neither party is authorized or empowered to act as agent for the other for any purpose and shall not on behalf of the other enter into any contract, warranty, or representation as to any matter. Neither shall be bound by the acts or conduct of the other.



9.3 NOTICES. Any notice, direction, report or other instrument required or permitted to be given under this Agreement by one Party to the other Party shall be in writing and shall be delivered personally, by facsimile, by courier, by email or by prepaid registered mail to such other Party at its address as indicated below:

Service Provider	<b>Schoolguru Eduserve Pvt. Ltd.</b> B-903, Western Edge II, Western Express Highway, Borivali (E), Mumbai - 400066
Client	<b>CHANGU KANA THAKUR College of Arts, Commerce and Science</b> , Plot No - 01, Sector - 11, Khanda Colony, New Panvel West, Dist Raigad, Maharashtra 410206

9.4 Such notice, direction, report or other instrument shall be deemed to be given:

- (i) if personally delivered or couriered - on the date of delivery;
- (ii) if sent by facsimile with receipt acknowledged - on the day of dispatch if transmitted on a Business Day prior to 4:00 p.m. local time at the place of receipt, or if transmitted after that time on the next Business Day; and
- (iii) if sent by email - on the date of receipt;
- (iv) if sent by prepaid registered mail - five (5) Business Days after the day of dispatch.

9.5 A Party may change its address for service hereunder by giving notice to other Party.

9.6 This Agreement shall be governed by, construed by, and enforced in accordance with the laws in force in India. The Parties accept and agree to submit to the exclusive jurisdiction of the Courts of Mumbai.

9.7 This Agreement is executed in two sets each of which when so executed shall be deemed to be an original and such counterparts together shall constitute one and the same instrument.





**IN WITNESS WHEREOF**, the parties have executed this Agreement effective as of the day and year indicated by the last signature below.

For Schoolguru Eduserve Pvt. Ltd.



Signature

Name: Uditendu Bose

Designation: Vice President

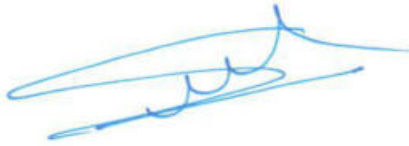

For CHANGU KANA THAKUR College of Arts, Commerce and Science



Signature

Name: Dr. Vasant D. Barhate

Designation: Principal

Witness 1	Witness 2
Sign 	Sign 
Name: Dr. S. J. Unhale	Name: PREETISH GUPTA
Designation: Controller of Examinations	Designation: Zonal Head.

## SCHEDULE I

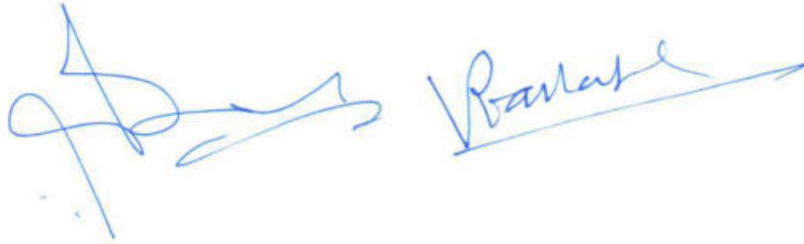
### Product and Pricing:

Product/ Service	Platform As A Service (PAAS) – Managed Online Assessment on Lurningo (Un-Proctored)	
Minimum Order Base	4000 Assessments	
Pricing per Assessment Semester Exams Exam Time: 31 Mins to 90 Mins	Rs.9/- per assessment	To be paid 50% in Advance and balance within 10 days of completion of the exams
Pricing per Assessment Semester Exams Exam Time: 10 Mins to 30 Mins	Rs.7/- per assessment	To be paid 50% in Advance and balance within 10 days of completion of the exams
Set Up Charges	<del>Rs.20000.00</del>	Waived off

**Client would raise an Order based on the above pricing and the service provider will accept the order to deliver the same on as when required basis till the Agreement is active.**

### Payment Terms:

1. BILLING WILL BE DONE MINIMUM FOR 4000 USERS
2. All prices are exclusive of GST, the same has to be paid as applicable.
3. Payment to be made as mentioned above.
4. A separate quote shall be submitted for all/any optional services.
5. 50% of per assessment charges shall be payable at the time of release of purchase order/agreement signing.
6. Balance to be paid within 10 days of the completion of the exam.
7. Integration and customization, if required shall be subject to assessment of quantum of effort needed, and shall be payable extra.







महाराष्ट्र MAHARASHTRA  
15 APR 2017

© 2015 ©

श्री १५५५-१ / १५५५५५५५ - १  
एक सौ रुपयांचा टिकट

PE 620102

बुरखटवाचा दिनांक  
हपकोबागाराचे नांव-परबोड,  
खि. रायगड.



हपकोबागार अधिकारी  
खि. रायगड

पुरांक विक्री नोंदवही अनुक्रमांक: 1723 दिनांक 17/4/17  
पुरांक विक्रीत बेगानाचे नांव श्री. कि. बाबूराव डे. लि. पु. काळेज  
राहिल्याची कला व सही वी. प. न. व.  
हसले आताच्याम त्वाचे नांव, पत्ता व सही पु. काळेबाबा बाबूराव  
परतलासनांक: मुद्रांक: विक्रीतल्याची सही / कला  
श्री. काळेबाबा काळेबाबा डे. लि. पु. काळेज, अजय  
परबोड अनुक्रमांक - २/१६-१६ (श्री. मुक्तिदास मुक्तिदास पु. काळेबाबा)  
एक सौ रुपयांचा टिकट ज्यास पुरांक झाल्या त्याने काय करवावयाचा. पुरांक झाल्या वेळी  
सर्वदाक करणे इतक्या, तक्रार आहे.

#### ADDENDUM TO THE ONLINE LEARNING SERVICES AGREEMENT

This addendum made on 24<sup>th</sup> Feb 2021 with reference to the Agreement dated 23<sup>rd</sup> of September 2020 made between:

**CHANGU KANA THAKUR College of Arts, Commerce and Science**, is an institution operating at Plot No - 01, Sector - 11, Khanda Colony, New Panvel West, Dist Raigad, Maharashtra 410206 represented by its Principal, **Dr. Vasant D. Barhate** (hereinafter referred to as "the Client" which expression shall unless repugnant to the context and meaning thereof be deemed to mean and include its successors and permitted assigns) One Part;

And

**TEAMLEASE EDTECH LTD. Formerly SCHOOLGURU EDUSERVICES PVT LIMITED**, a company incorporated under the laws of India, having its registered office at B-903, Western Edge II, Western Express Highway, Borivali (E), Mumbai - 400066, (hereinafter referred to as "Schoolguru" or "the Service Provider" which expression shall unless repugnant to the context and meaning thereof be deemed to mean and include its successors and permitted assigns) Other Part.

In addition to the services mentioned in the earlier agreement the Client wishes to acquire additional services of **Fully managed Online Proctored Examinations with QURIO**, including setting up the testing solutions and implementing the examinations seamlessly, with remote proctoring for the client on the terms as mentioned below:

The details of the Product and services are as follows:

- Format: MCQs Questions in each paper
- Proctoring to be done by College Staff and Teachers
- Prior Exam platform orientation for College staff and Teachers will be done
- One Mock Test will be conducted for all Students
- College shall provide question paper in format prescribed by Service provider and also the list of students appearing the exam along with time table.

Pricing Details:

1. Proctored Examinations for a duration of 20 – 30 Mins: **Rs.16/-** per assessment
2. Proctored Examinations for a duration of 60 Mins: **Rs.21/-** per assessment
3. Proctored Examinations for a duration of 90 Mins: **Rs.25/-** per assessment
4. Taxes at actuals.

The Service provider will need a minimum of a week's time to prepare for the execution of the planned examinations. The client agrees to notify the examination plans in advance to the Service provider.

**IN WITNESS WHEREOF**, the parties have executed this Agreement effective as of the day and year indicated by the last signature below.

For Teamlease Edtech Ltd.



Signature

Name: Uditendu Bose  
Designation: Vice President

For CHANGU KANA THAKUR College of Arts, Commerce and Science



Signature

Name: Dr. Vasant D. Barhate  
Designation: Principal