



असम ASSAM

D 254551

## MEMORANDUM OF UNDERSTANDING (MOU)

This memorandum of understanding is made on 23<sup>rd</sup> August' 2018

between

Tool Room & Training Centre (TRTC), Guwahati, an autonomous body under Ministry Of Micro Small & Medium Enterprise (MSME), Govt. of India is situated at Amingaon, near Export Promotional Industrial Park(EPIP), Guwahati – 781031 engaged in offering specialized course in Tool Design & Manufacturing, CAD/CAM, CNC Technology, Metal cutting technology, Industrial Automation and Computer Hardware both on long term & short term basis. The institute is also offering services to the industry and establishes necessary infrastructure and facilities in Tool Engineering, DNC, CAD/CAM software which is represented by its Project Manager herein named as first party

and

Nowgong Polytechnic, Nagaon, Assam is an Assam Government institution under the Department of Higher Education (Technical), having various engineering branches and is charged with the responsibility of imparting diploma engineering education which is represented by its Principal herein named as second party

The aforesaid institutions are hereinafter referred to individually as institute and collectively as institutes.

*(Dr. D.K. Talukder)*  
Signature (Second Party)

Principal  
Nowgong Polytechnic  
Nagaon (Assam)

*Kajalshaha*  
Signature (First Party)

Project Manager  
Tool Room & Training Centre  
Guwahati





WHEREAS, TRTC, Guwahati and Nowgong Polytechnic have many areas of common interest in education and training and social activities, considerable advantage may be gained from their pursuit on a collaborative basis in the fields of education and training.

NOW THEREFORE, TRTC, Guwahati and Nowgong Polytechnic have decided to enter into this Memorandum of Understanding (hereinafter referred to as MOU), which defines the framework for the cooperation of the two institutions set out in the following sections.

1. The first party shall arrange training programmes at its own premise to the groups of 25 to 35 students of the second party on demand during the term-end vacations of the later in two terms consisting of 15 days per term, against the discounted fee of Rs.2,000/ per student participant per term. On successful completion of the training programme the first party shall issue the certificates to the participating students of the second party in respective trades duly signed by the authority.
2. The second party may also arrange various training programmes at its own premises for its students with the help of faculty/expert from the first party on mutually agreeable terms.
3. The first party shall depute on demand time to time its faculty/experts as visiting faculty to second party against agreed terms and conditions to deliver lecture on any one of the regular or specialized topics relating to the syllabus of the second party.
4. The second party shall extend full assistance/guidance on demand from the first party with the help of its faculty members/staff, in trouble shooting, drawing, estimating, surveying, laboratory testing, etc, if necessary on agreed terms.
5. Both the parties shall offer joint guidance of final year students' projects related to the applied technology and engineering in the production process of the former on mutually agreeable terms;
6. The first party shall allow the students of the second party for industrial visits under the guidance of faculty/staff from the second party for half/full day to provide them with an exposure to various equipment, instrument, etc.
7. The second party shall allow organizing exhibitions, seminars, conferences by the first party at the premises of the former during the term-end vacations along with the library, hostel and other facilities on mutual agreement.
8. The first party shall assist the second party to formulate short courses for need based educational programme, designing of syllabus, course duration, etc for the former;
9. Both the parties shall make provisions to share their respective important R&D facilities in order to promote academic and research interaction in the areas of cooperation.

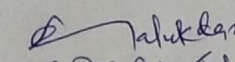
*[Signature]*  
Principal  
Nowgong Polytechnic  
Nagaon (Assam)

*[Signature]*  
Kajal Prasad Gullia  
Project Manager  
Tool Room & Training Centre  
Guwahati





10. During the tenure of the MOU both the parties shall maintain strict confidentiality and prevent disclosure of all the information and data exchanged under the scope of this MOU for any purpose other than in accordance with this MOU.
11. IN ANY OF THE ACTIVITIES MENTIONED ABOVE, WHEREVER FINANCIAL ASPECTS ARE INVOLVED, AMOUNT, PAYMENT CONDITIONS, ETC. SHALL BE SPELT OUT CLEARLY BEFORE STARTING THE ACTIVITY/IES. THE PARTY TO THE MOU WHOEVER IS BENEFITED FROM ANY ACTIVITY/IES, IS MANDATORY TO BEAR ENTIRE FINANCIAL BURDEN CONCERNED TO CONDUCT SUCH ACTIVITY/IES.
12. This agreement is to be in effect at least for five (5) years from the time of its endorsement by both the parties. Any clause or article of the MOU may be modified or amended by mutual agreement of both the parties.
13. The officials representing Tool Room & Training Centre (TRTC) of Amingaon, Guwahati, Kamrup, Assam (first party) and Nowgong Polytechnic, Nagaon (second party) are signing this MOU to achieve the common objectives to promote industry institution interaction activities and, to contribute in skilled manpower development for the North East and the country as a whole.
14. This MOU is executed in duplicate with each copy being an official version and having equal legal validity.

  
(Dr. B. K. Talukdar)

Principal

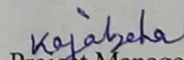
Nowgong Polytechnic,

Nagaon, Assam

**Principal**  
**Nowgong Polytechnic**  
**Nagaon :: Assam**  
(Second Party)

Witness (Name & Designation)

1. U Han Ghee  
Deputy (SG) Honorary  
Nowgong Polytechnic
- 2.

  
Project Manager

Tool Room & Training Centre (TRTC)

Amingaon, Guwahati, Kamrup, Assam

(First Party)

**Project Manager**  
**Tool Room & Training Centre**  
**Guwahati**

Witness (Name & Designation)

1. Kamal Ch. Kumar
2. A. S.

Principal  
Nowgong Polytechnic  
Nagaon :: Assam