

Agreement of Affiliation for Year-202



Dr. B.R. Ambedkar Institute of Computer Sciences

(Run by Kalpana Early Sence Foundation)

Head Office: Kunor, Kaliyaganj, Uttar Dinajpur, West Bengal-733129

Agreement for Affiliation

M/S: _____

WITH D.B.R.A.I.C.S. FOR RUNNING ALL THE COURSES OFFERED BY D.B.R.A.I.C.S. RELATED TO COMPUTER COURSES (SOFTWARE AND HARDWARE), JOB-ORIENTED COURSES, VOCATIONAL COURSES, SMART KIDS COURSES, MULTIMEDIA COURSES, AND OTHER SECTORS AT:

ATTACH
PHOTO
WITH SELF
ATTASTED

This agreement is made between Dr. B.R. Ambedkar Institute of Computer Sciences (D.B.R.A.I.C.S.), represented by its Chairman/President Mr. Biswajit Roy, his successors and assignees, and M/s:

_____, represented by

Mr./Mrs./Ms.: _____, S/o: _____, Date of Birth: _____

_____, Aadhar No.: _____, PAN: _____, Resident: _____

_____, his/her successors and assignees.

➤ **Terms and Conditions:-**

1. Authorization:

Mr./Mrs./Ms. _____ will be authorized by D.B.R.A.I.C.S. to establish an Authorized Study Centre for the session from _____ to _____.

2. Responsibilities:

- I. Conduct computer software/hardware vocational courses, skill development, and any other courses as allotted by D.B.R.A.I.C.S.
- II. Conduct Data Processing, Software Development, Service of Equipment, and other activities under the authorization of D.B.R.A.I.C.S.

Signature _____

Website: www.dbraics.org.in

- III. Conduct the Smart Kids program in schools if allotted by D.B.R.A.I.C.S. as per a separate agreement.
- IV. Conduct state or national-level projects as allotted by D.B.R.A.I.C.S.
- V. Follow the syllabus, course material, fees structure, pattern of examination, certificate issuance, and other procedures as prescribed by D.B.R.A.I.C.S.
- VI. Arrange and use all legal software at the branch of D.B.R.A.I.C.S. ASC.
- VII. Conduct D.B.R.A.I.C.S. courses and activities with utmost care and to the satisfaction of students/customers.
- VIII. Enroll new students in various D.B.R.A.I.C.S. courses session-wise and fulfill the annual target decided by D.B.R.A.I.C.S.- Head Office.
- IX. Select suitable premises, faculty, and hardware as per the category of the center in consultation with D.B.R.A.I.C.S.- H.O.
- X. Arrange all legal permissions/licenses needed from the local government/authority to run the study center.
- XI. Make all payments pertaining to the proper operation of the center like rent, salary, electricity, and water bills in time.
- XII. Arrange for fire and other safety equipment and training for their usage in the center premises.
- XIII. The payment of coordination charge to D.B.R.A.I.C.S.- H.O. would be made by Center Director ASC-D.B.R.A.I.C.S. along with the statement of account certified by the Center Director.

3. Liabilities:

Any liability created by the Center Director by not following any of the rules and regulations stated in this agreement will be exclusively his/her own and will not be carried forward to the D.B.R.A.I.C.S.- H.O.

4. Payment:

The payment of coordination charge to D.B.R.A.I.C.S.- H.O. must be made in time. In case of default, D.B.R.A.I.C.S.- H.O. may cancel this agreement.

5. Projects:

- I. Depending on the technical and managerial capability of the ASC-D.B.R.A.I.C.S., state-level and national-level projects may be implemented through D.B.R.A.I.C.S.
- II. Consultancy, market survey, and other assignments may also be handed over to the ASC-D.B.R.A.I.C.S. based on expertise.

6. Geographical Area:

The ASC-D.B.R.A.I.C.S. shall be responsible for activities in the assigned district/city. D.B.R.A.I.C.S.- H.O. retains the right to change, increase, or decrease the geographical area of operation.

7. Record Maintenance:

The Center Director shall maintain records like receipt book, bill book, certificate issue register, fixed assets register, cash book, ledger, attendance register, salary register, expense voucher, and minute book.

8. Bank Account:

No account should be opened in the name of D.B.R.A.I.C.S. at ASC-D.B.R.A.I.C.S. The ASC-D.B.R.A.I.C.S. shall run its account in a nationalized bank in the personal name of the Center Director.

9. Changes in Clauses:

D.B.R.A.I.C.S.- H.O. retains the right to affect any changes in the clauses for better operation of the organization.

Sign. -

10. Affiliation Fees:

Affiliation fees 1,000. The affiliation fees once paid by the ASC-D.B.R.A.I.C.S. to the Head Office will be non-refundable.

11. Transfer:

An ASC-D.B.R.A.I.C.S. is non-transferable. If a Center Director decides to transfer it, exclusive permission must be taken from D.B.R.A.I.C.S.- H.O. and transfer fees must be paid.

12. Government Projects:

If D.B.R.A.I.C.S. is working with any government project/scheme, it is mandatory for ASC-D.B.R.A.I.C.S. to participate. In case of non-compliance, D.B.R.A.I.C.S.- H.O. can affiliate another ASC in the same area.

13. Dispute Resolution:

Any dispute arising out of this agreement would be settled only at the court at Uttar Dinajpur (West Bengal).

➤ **Signatures:**

Signed on this ____ day of _____, 202____.

Name and Signature of the Center Director of the
ASC-D.B.R.A.I.C.S.

(Authorized Signatory)

Name: _____

Witness 1

Signature: _____

Name: _____

Mr. Biswajit Roy
Chairman

Dr. B.R. Ambedkar Institute of Computer Sciences

(Authorized Signatory)

CHAIRMAN

**DR. B. R. AMBEDKAR INSTITUTE
OF COMPUTER SCIENCES
AT: KUNGR, KALIYAGANJ, U/D. WB-733129**

Witness 2

Signature: _____

Name: _____

➤ **Contact Information:**

Center's Address (in English):

Pin Code: _____

Center's Address (in Bengali/Hindi):

Pin Code: _____

Sign. -

Website: www.dbraics.org.in

Phone/Mobile: _____

Email Address: _____

Residential Address (in English):

Pin Code: _____

Phone/Mobile: _____

Residential Address (in Bengali/Hindi):

Pin Code: _____

Sign. —

DBRAICS

1
Sign.