



পশ্চিমবঙ্গ পশ্চিম বঙ্গাল WEST BENGAL

22AB .161446

**MEMORANDUM OF**  
**UNDERSTANDING**

THIS MEMORANDUM IS MADE ON

THIS THE 27th DAY OF August,

TWO THOUSAND EIGHTEEN.

Contd..... P/2

NON JUDICIAL STAMP  
No. 908 No. 0818/18  
Sold by Sujay Ghosh  
of Step  
Value Rs. 10/-

*S.S.Roy*  
(Sudhangshu Saran Roy)  
Govt. Stamp Vendor  
L. No. 173/R.M.  
Siliguri Court

## **BETWEEN**

**ALIPURDUAR MAHILA MAHAVIDYALAYA COLLEGE** situated at New Town P.O and Dist Alipurduar, Pin 736121 represented by its Principal/Teacher In charge hereinafter called the '**FIRST PARTY**', [which expression shall mean and include unless excluded by or repugnant to the context its heirs, legal representatives and assigns] of the **ONE PART.**

AND

**AVLON SHIKSHA NIKETAN** - a unit of M/s Needs Telesystems (P) Ltd., having its registered office at 2<sup>nd</sup> floor, Haren Mukherjee Road, Hakimpara, P.O. & P.S. Siliguri, District- Darjeeling represented by Sri Sujoy Ghatak, Owner, hereinafter called the **SECOND PARTY** [which expression shall mean and include unless excluded by or repugnant to the context its heirs, legal representatives and assigns] of the **OTHER PART.**

AND

**WHEREAS** M/s Needs Telesystems (P) Ltd. having its registered office at 2<sup>nd</sup> Floor, Haren Mukherjee Road being franchisee and a learning centre for Aptech Aviation & Hospitality Academy for more than 8 (eight) years have trained and placed students.

AND

**WHEREAS** the First Party being a premiere educational institute have been approached by Second Party with offer to collaborate for the purpose of providing BBA course in Tourism, Aviation & Hospitality to the intending students of **FIRST PARTY** who are to be trained, educated at the educational centre of the Second Party.

AND

**WHEREAS** the **FIRST PARTY** on being approached by the **SECOND PARTY** have agreed and accepted to collaborate with the **SECOND PARTY** for the purpose of providing **BBA** course in Tourism, Aviation & Hospitality to its intending students who are to be educated, tutored, trained at the educational centre of FIRST Party.

AND

**WHEREAS** the Governing Body of ALIPURDUAR MAHILA MAHAVIDYALAYA resolved that AVLON Shiksha Niketan be allowed to launch their BBA in Tourism, Aviation and Hospitality under the aegis of ALIPURDUR MAHILA MAHAVIDYALAYA and the affiliation of University of North Bengal. The basic objective of this BBA course is to prepare and orient the students for gainful career opportunity in the respective fields. The Governing Body appreciates the offer of the BBA Course under the affiliation of the University Of North Bengal through Aliupurduar Mahila Mahavidyalaya with their expertise.

**NOW THIS INDENTURE WITHNESS** that in pursuance of above collaboration both the 'FIRST PARTY' & SECOND PARTY hereunto enter into this memorandum and bind themselves by the following :-

1. That the intending students of First Party would be educated tutored, trained at the educational centre of the First Party in respect of BBA Course in Tourism, Aviation and Hospitality under monitoring and supervision of The

*Contd. to Page 4*

authorities of First Party except field visit and industry level training.

2. That the intending students of the First Party would be required to give altogether Six Semester in 3 years, divided into two Semester per year and the examination papers would be checked, verified, corrected by the experienced faculty teachers of Second party.
3. That the intending students of the First Party would be provided with atleast four full time teachers for the said course in accordance with University norms before the commencement of classes by the second party and such teachers would be experienced faculties from Aviation, Tourism & Hospitality industry and salary/remuneration of the faculties has to be paid by the second party completely.
4. The qualification of the teaching staff and the condition of the services are such as to ensure imparting of adequate instructions to the students in the course of studies to be undertaken by the Second Party.
5. That engagement of required number of faculty members and /or guest faculty is to be arranged by the second party and the expenditure required for the purpose is to be borne by the second party out of its own resources.
6. That the BBA (Tourism, Aviation & Hospitality) course in Alipurduar Mahila Mahavidyalaya shall be conducted in accordance with the act /statute /regulations /rules

of the University and other central and state regulatory bodies having jurisdiction on the matter.

7. That the Second Party shall provide uniform, bag, ID Card to the intending students of First Party and shall arrange to procure multiple copies of necessary texts and reference books covering a wide range of titles in consonance with the syllabus of the proposed course before the commencement of the classes for the academic session 2018 -19 and the second party shall keep due provision for properly equipped library /laboratory with internet facility.
8. That the Second Party shall ensure arrangement for Quarterly industry visits for the intending students of the First Party.
9. That the Second Party shall reasonably assist for placement. Depending upon the number of intending students of the First Party campus placement can be conducted after successful completion of course.
10. That the maximum intake in the course shall be 40 students.
11. That the introduction of BBA (Tourism, Aviation & Hospitality) shall be purely on Self-financing basis.
12. That at the time of admission each intending students of First Party shall have to pay Second Party a sum of Rs. 25,000/- (Rupees twenty five thousand) only as admission fees and the education fees of each such

*Contd. to Page 6*

students would be Rs. 6,550/- (Rupees Six Thousand Five hundred and Fifty) only per month for 35 months (excluding service charges as applicable) to be paid to the Second Party by each such students.

13. That the eligibility criteria for the intending students of the First Party at the time of admission will be as follows:-

- a. Age : between 18 - 24 years.
- b. Educational Qualification: 10+2 from any recognized Board / University.
- c. Physical standards : Height & BMI :-  
For Girls - 5 feet 1 inch (minimum)  
For Boys - 5 feet 7 inch (minimum)

14. That the candidates have to appear & successfully score 60% in the admission test.

15. That the First Party shall receive 15% of the revenue generated from Second Party in respect of each BBA students till the session 2020-21 and thereafter the first party shall receive minimum 15% of the 50% percent of the intake capacity or whichever is higher which will be deposited quarterly in the college account.

16. That there should not be any hidden cost to the students other than the proposed Course Fees and if any, such charge to be collected from the students the same should be done only in strict consultation with the College Authority.

*Contd. to Page 7*

17. That the First Party shall have the right to constitute monitoring team to overview the progress at the institutional level of the Second Party.
18. That the Second Party would submit through the Principal of the First Party, an appraisal report indicating the performance of students.
19. That such appraisal report should contain the following :-
  - a. The duration of classes / periods and the number of students who actually attended the classes.
  - b. The subject in which they were tutored, names of teachers and resource person and their subject discipline.
  - c. The number of candidates who actually appeared for competitive examination.
  - d. The number of students who got placement.
  - e. Overall comments of the Executive Director.
20. That the Governing Body of the First Party shall review the Progress of the institute of Second party and renew the agreement on the basis of satisfactory performances through a continuous yearly renewal process.
21. That the successful candidates would be provided / granted BBA Degree in Tourism, Aviation & Hospitality by the First Party as its students under North Bengal University. The SECOND PARTY will have an absolute responsibility of providing placement assistance to the eligible students as per industry standards.

*Contd. to Page 8*



22. That in view of any anomalies (unfair means in candidature of exam etc.) in any of existing procedure, the Governing Body of First Party shall be at liberty to terminate / suspend / cancel / revoke this memorandum of understanding by one month prior notice to Second Party.
23. That the authority of FIRST PARTY will co-operate with the Avlon Shiksha Niketan (SECOND PARTY) by providing necessary support in initiation of the course but will not be responsible in any way with the number of student enrolled and the institute will not terminate suddenly merely due to dearth of students.
24. That the admitted students of BBA course with Alipurduar Mahila mahavidyalaya (FIRST PARTY) must not be shifted elsewhere and the classes must be conducted at the premises of Alipurduar Women's College except field visit.
25. That the first party shall get approval from all authorities for initiation of the course and thereafter the second party would be responsible for commencement of the course within six months thereof, otherwise the MOU will automatically be cancelled and the SECOND PARTY will hand over to the FIRST PARTY the proposed location allotted to the SECOND PARTY for this purpose.

*Contd. to Page 9*

IN WITNESS WHEREOF both the parties have put their respective signature after understanding the contents of these presents at ALIPURDUAR this the day, month & year written above in presence of –

WITNESSES :

1. Ritwika Lams  
27/8/18



27. 8. 2018.

Principal / Vice-Principal  
Alipurduar Mahila Mahavidyalaya  
Newtown, Alipurduar

SIGNATURE OF FIRST PARTY

AVLON SHIKSHA NIKETAN  
*Srijy Ghatak*  
Authorised Signatory

2. Susan Lams  
27/8/18

SIGNATURE OF SECOND PARTY

Drafted by me as per instruction of parties and explained to parties and printed in my office.

SUDIP BHATTACHARYA  
*Sudip*  
Advocate, Siliguri

(SUDIP BHATTACHARYA)

Advocate, Siliguri