

Memorandum of Understanding

Date of Agreement: 13th January 2016

Parties/Entities

Sinhgad Institute of Technology, Lonavala

(referred as "Workshop Host" for the purpose of this agreement)

Represented by:

Dr. M.S GA:KWAD

(Principal)

E-mail Address: *principal.sit@sinhgad.edu*

Contact No.: +91-9404182030

For Workshop Host



For IYO India



IYO India Pvt Ltd

(referred as "IYO India" in this agreement)

Represented by:

Mr. Shobhit Soni

Chairman – IYO India pvt ltd

E-mail Address: soni.shobhit@outlook.in

Contact No: +91-7757817451

Course Description and Details

(referred as "Workshop" for the purpose of this agreement)

Name: CCEI (Communication Competence Enhancement Initiative)

Duration: 40 Hrs.

Dates: 12th January to 22th March 2016

Fees: INR 1500 per Participant

College Contribution: 10% on per student fee

Terms

As per the negotiations held between Workshop Host and IYO India, following points were mutually agreed upon:

Workshop Host will provide IYO India with the following:

1. infrastructure support for the Workshop to be conducted
 - a. Seminar Hall with a capacity of 100 students
 - b. Speaker system

For Workshop Host



For IYO India



- c. Two cordless mikes (one collar mike preferred)
 - d. One LCD projector for presentation
 - e. Internet Connection for Laptop (if possible)
2. Publicity support for the Workshop
 - a. Specially designed Workshop posters to be put across the college
 - b. Support to IYO India's Team to interact with college students to make them aware about the workshop subject and to increase the participation

The parties agree to collaborate efforts in the area of:

1. Conducting 40 hours of CCEI Course COMMUNICATION COMPETENCE ENHANCEMENT INITIATIVE.
2. Necessary number of students/admission to be done, every batch will be minimum 30 and maximum 40.
3. 5 Extra students will be accommodated only if the registration of the batch crosses above 40.
4. In any circumstances the batch size will exceed 47, but not more than that.
5. Concurrent feedback of the course, from the students will be monitored by SIT Coordinators.
6. Program will be termed will be successful if 55% of the batch terms the program as "SATISFACTORY".
7. The party in charge of training will bear the transportation charges of the trainers. Accommodations and food will be provided by the Institute.
8. Accommodation will be in Corporate Training Centre (CTC) in SIT, whereas if any central booking will be there then parental accommodation will be given to the trainers.
9. Food will be provided in the School Mess.
10. SIT will cooperate and collaborate with IYO in the process of collaborative brand building activities.

For Workshop Host



For IYO India



IYO India will provide Workshop Host with the following:

1. Workshop support
 - a. IYO India's team will lecture in the Workshop
 - b. IYO India will provide the following deliverables to the participants
 - i. Workshop Participation Certificate
2. Pubiicity support
 - a. IYO India will send publicity posters to Workshop Host
 - b. Marketing support to the workshop coordinators from the Workshop Host

Financial Terms

1. Total Workshop fees to be handed over to IYO India on the first day of the Workshop
2. The cost of the training will be 1500 Rupees per students all inclusive taxes.
3. Total fees will be collected by IYO and then 10% of the fees per student will be given to college as an infrastructure fess/sponsorship amount via cash/DD/Cheque.
4. Fees will be collected from student as follows:
 1. 50% before the commencement of the Course.
 2. 50% after the commencement of the Course.

For Workshop Host



For IYO India



- Invoice will be raised by Mr. Shobhit Soni on behalf of IYO India
- Mode of Payment can be Cheque/Demand Draft/Cash
- Receipt will be provided by Workshop Host
- Workshop host will assume the sole responsibility of gathering participants and motivating them to join the course.
- Workshop host is liable to redeem an amount of 10% of per participant's fee as Infrastructure Fees, considering 'n' number of participants turn up for the full course and pays **full fees** as mentioned in the same.

For Workshop Host



For IYO India

