



MAHATMA GANDHI COMPUTER SAKSHARTA MISSION[®]

Website : www.mgcsm.in • E-mail : info@mgcsm.in

Year -2023

1 Jan. 2023 to 31 Dec. 2023

AGREEMENT OF AFFILIATION

Centre Code

Receipt /D.D. No.
Amount.....Date.....
Bank.....

Head Office : Lohara road, Fauzi Chowk, Near Satsang Ghar Gate no. 2

Mob.: 09310030299, 09313228428

Website : www.mgcsm.in • E-mail: info@mgcsm.in

Mahatma Gandhi Computer Saksharta Mission

Head Office : Lohara road, Fauzi Chowk, Near Satsang Ghar Gate no. 2
Giaspura, Ludhiana, Punjab-141016

AGREEMENT OF AFFILIATION FOR YEAR-2023

AGREEMENT FOR AFFILIATION M/S _____

WITH MGCSM, FOR RUNNING ALL THE COURSES RUNNED UNDER
MGCSM RELATED TO COMPUTER SOFTWARE, HARDWARE &
NETWORKING, ACCOUNTS, IT AND ITES, SKILL DEVELOPMENT AND
DIFFERENT OTHER SECTORS,
AT _____

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This agreement is made between the Mahatma Gandhi Computer Saksharta Mission
(MGCSM) represented by its Chairman/President Shri Abhishek Kumar Tiwari his successors and
assignees as and M/s. _____ represented
by Shri _____ S/o. _____ Date
of Birth _____ **Aadhar No.** _____ **PAN** _____
Resident _____
_____ his/her successor and assignees.

Where as MGCSM is a registered Society/Trust engaged in Popularisation of Electronics /
Computer and New technology, Vocational Training, Skill Development, Consultancy and Publication
and whereas Shri _____ has applied for affiliating with
MGCSM as proprietor of M/s. _____ This agreement is being made
for running a MGCSM Affiliated Study Centre (herein after called
Authorised Study Centre-MGCSM) at _____
_____ by the name of _____ on

the basis of the following terms and condition. _____ will be authorised by MGCSM to
establish authorised study centre for session _____ to _____ on
the basis of the terms of conditions as laid out in this agreement and as per the "Offer of Affiliation"
given by MGCSM, which may be suitably modified form time to time.

- 2- Shri _____ will be designated as Centre Director, ASC-
MGCSM _____ (here in after called as Centre Director), and shall
have the following responsibilities :
- a) Conduction of Computer Software/Hardware, Vocational Courses, Skill Development, and any
other course as allotted by MGCSM and under the authorisation of MGCSM from time to
time in the designated area, as per the norms of MGCSM.
 - b) Conduction of Data Processing, Software development Service of equipment and any
activities under the authorisation of MGCSM.

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(1)

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- c) Conduction of computer Literacy programme in schools, if allotted by MGCSM as per a separate agreement signed between ASC MGCSM and MGCSM H.O.
- d) Conduction of MGCSM's state level or national level project as may be allotted to him/her from time to time by MGCSM.
- e) To follow the syllabus, course material, Fees Structure Pattern of examination, certificate issue and other procedures as prescribed by MGCSM from time to time.
- f) **To arrange & use all legal softwares at branch MGCSM-ASC. All legal matters arising out of non-compliance of this issue will be at the risk of ASC's.** (Plz send Zerox copy of software's bill to MGCSM-H.O.)
- g) To conduct MGCSM course and activities, kept under his/ her supervision with utmost care and to the satisfaction of students/ customers, keeping in view MGCSM's name and standards as also his/her own prestige and viability.
- h) To enroll new students in various MGCSM courses, session wise & fulfill the annual target decided by MGCSM H.O. MGCSM H.O. has decided the following target for the single session, which is compulsorily achieved by the centre.
 - (a) Urban / District Level -100 New Registration (b) Rural / Tahsil / Panchayat Level-60 New Registration
- i) To select suitable premises, faculty and hardware as per the category of the centre in consultation with MGCSM H.O. and to make payments for them regularly and in time.
- j) To arrange all the legal permissions/licenses needed from the local govt./authority to run the study centre.
- k) To make all payments pertaining to proper operation of the centre like rent of the premises, salary to staff, electricity and water bill and such other expenses in time. To arrange for fire & other Safety equipments and training for their usage in the centre premises.

Any liability created by the Center Director by not following any of the rules and regulations stated in this agreement, and in regard to any other expenses will be exclusively his/her own and will not be carried forward to the MGCSM H.O. in any case.

3. The payment of co-ordination charge to MGCSM H.O. would be made by Center Director ASC-MGCSM along with the statement of account certified by the Center Director. The MGCSM H.O. retains its right to demand any other document in this regard form the ASC-MGCSM if the co-ordination charge payment to the MGCSM H.O. are not made by the ASC-MGCSM in time, the MGCSM H.O. may decide to cancel this agreement even with the period of validity. In all such matters the decision of secretary MGCSM will be final and binding. MGCSM H.O. may also decide on some other mode and frequency of co-ordination charges payment by the ASC's (MGCSM) which may be binding on all affiliated centres.
4. Depending on the technical and managerial capability of the ASC-MGCSM the MGCSM H.O. would implement its state level, national level projects through the MGCSM. Similarly consultancy, market survey and other assignment may also be handed over to the ASC-MGCSM by MGCSM H.O. based on the expertise available in the ASC-MGCSM. However, in all such cases the remuneration to be paid to the ASC-MGCSM will be exclusively decided by the MGCSM H.O. and the allocation of work to ASC-MGCSM will be the exclusive right of MGCSM H.O.
5. The ASC-MGCSM shall be responsible for activities indistrict/City. However MGCSM H.O. retains its right to change, increase or decrease the geographical area of operation of the ASC-MGCSM or to open new branches/centre in the area already allotted to ASC-MGCSM in all such matters the decision of secretary, MGCSM would be final and binding.
6. The Center Director of the ASC-MGCSM shall maintain receipt book, bill book, certificate issue register,

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fixed assets register, cash book, ledger, attendance register of staff and students, salary register, expense voucher and minute book. All such record would be open to inspection by Chairman/President MGCSM or any of his authorised representatives at any point of time.

7. No account should be open as name of MGCSM at ASC-MGCSM by Centre Director. The ASC-MGCSM shall run its account in the nationalised Bank in the personal name of the Center Director himself/herself opening of the illegal bank account shall immediately render the ASC-MGCSM liable for cancellation of branch agreement. In all such matters the decision of Director/President MGCSM would be final and binding.
8. The MGCSM H.O. retains the right to affect any changes in the above clauses for better operation of MGCSM organisation and of ASC-MGCSM, even within the period of validity of this agreement. This will be binding on all ASC'S.
9. The affiliation fees once paid by the ASC-MGCSM to the H.O. will be nonrefundable.
10. An ASC-MGCSM is non transferable. If a Center Director decides to transfer it to some another person/organisation exclusive permission will have to be taken from the secretary MGCSM and transfer fees fixed by MGCSM H.O. will have to be paid and a fresh agreement will have to be signed.
11. If Mahatma Gandhi Computer Saksharta Mission is working with any govt. project / scheme, it is manda-tory that ASC MGCSM will work in that project / scheme. In case ASC MGCSM does not take interest in running the scheme, then MGCSM H.O. would be free to affiliate any other MGCSM-ASC in same area. ASC MGCSM has to abide all the rules and regulation of the concerned govt. authority. In case of violation of any of the rules and regulations of the concerned govt. authority, MGCSM H.O. as well as concerned govt. authority would be free to cancel the affiliation of ASC MGCSM.
12. MGCSM H.O. will only be responsible for registration fees/ Exam fees and its related services.
13. MGCSM H.O. will not responsible for services related to tuition fees/any other fees collected by ASC-MGCSM from students.
14. Liabilities created by the fault or negligence of any ASC-MGCSM in the consumer forum or any other such body will be exclusively of the ASC-MGCSM and will not be carried forward to the MGCSM H.O.
15. MGCSM H.O. has a right to dissolve this agreement if annual new students registration target will not be fulfilled by ASC MGCSM, without prior information.
16. **Validity of Student Registration:** Student's registration would be valid for two year from the date of registration, i.e, the students has to complete his/her course successfully within two years of date of registration.
17. Concerned Centre Director would be responsible to carry all the legal proceedings against any person or organisation involved in fraudulent activities in name of our organisation "**Mahatma Gandhi Computer Saksharta Mission (MGCSM)**" or using the name of our organisation or its courses unauthorized with-out the permission of MGCSM Head Office, Ludhiana in your area. MGCSM Head Office would cooperate fully in this regards.

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20. If you are working with MGCSM's Organization ,We do not allow you to work with any other similar organization without prior permission of MGCSM H.O., If you were found to work with any other similar organization then MGCSM can cancel your affiliation immediately .
21. In respect to affiliation of ASC-MGCSM, The application form filled by me, includes all the adequate and absolute informations. If any information in the form is found incorrect or unreliable then application should be immediately canceled and I would have no objection regarding it.
22. This agreement is valid upto **31st December 2023**, after this date the agreement can be renewed with the mutual consent and after the payment of annual license fee as applicable, by the ASC-MGCSM to the MGCSM H.O.

I accept and agree to the above condition given in clauses (1) to (22) above and to any other text or annexures forming part of this agreement. I also declare that I am the authorised signatory of the ASC-MGCSM and my signatures, as given below are my true signatures

Signed on this day _____ of _____ year _____

Name and Signature of the Center Director of the ASC-MGCSM

(Authorised Signatory)
with rubber Stamp

(Abhishek Kumar Tiwari)
Chairman

Name :

Witness1- Signature

(Name :)

Witness 2- Signature

(Name :)

Centre's Address **(in English)** :

_____ Pin Code _____

Centre's Address **(in Hindi)** :

_____ Pin Code _____

Phone/Mobile : _____

E-mail Address: _____

Residential Address **(in English)** :

_____ Pin Code _____

Residential Address **(in Hindi)** :

_____ Pin Code _____

Phone/Mobile : _____

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