

Letter of Agreement (LOA)

BETWEEN

P.D.V.P. Mahavidyalaya, Tasgaon Dist. Sangli

And

The Baha'i Academy, Panchgani-412805, Dist. Satara

(A Recognized Institution of Shivaji University, "A" Grade)

This LOA is entered into on the 4th day of January 2019 by & between P.D.V.P. Mahavidyalaya, Tasgaon Dist. Sangli and the Baha'i Academy, Panchgani-412805, Dist. Satara. The aforesaid institutions are hereinafter referred as party I & party II respectively.

OBJECTIVE OF LoA

The Bahá'í Academy will provide its facilities to P.D.V.P. Mahavidyalaya, Tasgaon to organize 2-Days' International Conference on Integrative Approach in Environmental and Applied Sciences. (8th and 9th February 2019)

Responsibilities:

1. All the preconference arrangements will be done by Party I. It includes following areas:

- Publicity
- Receiving abstracts with full papers
- Completing registration facilities including online, spot registration and receiving fees.
- Preparing conference kit
- Inviting resource persons
- Making banner
- Conference timetable
- Identifying volunteers (10 persons)
- Photography and Video recording
- Arranging transport facilities
- Felicitation material

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2. All the post conference arrangements will be done by Party I. It includes following areas:

- Publishing souvenir
- Dispatching souvenir

3. Party II will provide physical facilities such as one dormitory to accommodate 20 ladies and one dormitory to accommodate 20 men and two double occupancy rooms for 4 persons. In short a minimum number of 50 participants will be calculated for billing purpose. Any additional person will be charged accordingly.

4. Party II will provide food at the following rates per person: breakfast @ Rs.90/-, Lunch @ Rs. 180, Dinner @ 180/-, and tea cookie @ Rs. 30/- per cup and Party I will inform Party II the number participants who will have meals well in advance and accordingly charges will be applicable.

5. Vegetarian food will be provided for all the meals during the conference. However one non-veg dinner with bonfire will be provided @Rs. 430/- per person for all the participants in the evening of 8th Feb. 2019.

6. Here by Party I is booking two dormitories and 2 double rooms for the conference and will pay according to the following charges:

- Dormitory 1: Rs. 30,000/-
(Stay will be applicable for two days of the conference. If any participant stays beyond 5.00 p.m. on 9th Feb Rs. 750/- will be payable per person)
- Dormitory 2: Rs. 30,000/-
(Stay will be applicable for two days of the conference. If any participant stays beyond 5.00 p.m. on 9th Feb Rs. 750/- will be payable per person)
- Double Occupancy Room: Rs.4,600/- per room
(Stay will be applicable for two days of the conference. If any participant stays beyond 5.00 p.m. on 9th Feb Rs. 1250/- will be payable per person)
- Triple Occupancy Room: Rs.6,900/- per room
(Stay will be applicable for two days of the conference. If any participant stays beyond 5.00 p.m. on 9th Feb Rs. 1250/- will be payable per person)

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7. Party I will inform the exact number of participants well in advance before the Conference.
9. Party II will provide one multimedia hall with LCD projector and public address system for 2 days of the Conference @ Rs. 16,000/-
10. Party I will provide list and copy of the registration forms (with ID proof) of all registered and non-registered participants on 8th Feb 2019.
11. If Party I would like to photocopy any handouts Rs. 2/- per page will be charged for black and white prints.
12. When rooms and beds are allocated the record should be maintained by Party I and submitted to Party II. Party II will provide charts for allocating rooms and dormitories.

Terms and Conditions:

1. Party I will give 50% amount of total expenses by the 30th Jan, 2019 and due amount on 9th Feb, 2019
2. There will not be any last minute request to change any arrangement.
3. No charts, flower bouquets will be pasted on the wall at the multimedia hall. Any arrangement or beautification of the hall will not be done without prior permission of the Academy authorities.
4. Any damages to the Academy properties will be charged.
5. It is understood that the relationship of the P.D.V.P. Mahavidyalaya, Tasgaon and the Bahá'í Academy are based on mutual responsibility and respect.
6. The Bahá'í Academy Campus is "no smoking and drinking" zone. If anybody violates he/she will be asked to leave the campus immediately.

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Coordinators:

- Both the parties will designate persons who will have a responsibility for coordination & Implementation of this agreement.
- Party I will appoint three persons to take care of (i) Multimedia Hall, (ii) Logistic arrangements (Rooms and Dormitories) (iii) dining hall and account matters. Only these three persons will communicate with the coordinator appointed by the Bahá'í Academy
 - i. For Rooms and Dormitories:
 - ii. For Dining Hall and Account matters:
 - iii. For Multimedia hall :

Shared Responsibilities:

- i. Both parties to this LOA undertake to follow its terms and implement the same in good faith and in a spirit of mutual co-operation.
- ii. Subject to any financial constraints and any such arrangements as may be necessary to safeguard the confidentiality of any information or documents, the parties agree to provide each other with such documents, information or materials as may be necessary for any activity to be carried out under this memorandum.

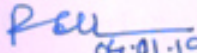
Final Provisions:

- i. This LOA is valid till the end of the Conference. Accounts to be settled by 9th Feb. 2019.
- ii. The terms of this LOA may be amended in writing with the written consent of both organizations. The organizations undertake to resolve in good faith any concerns or questions which may arise concerning the terms and implementation of this LOA.
- iii. Either organization may terminate this LOA by giving one month prior notice in writing to the other party, which shall not however affect any legal rights or obligations which may have been created under any legal agreement.
- iv. This LoA shall also stand terminated for any reason such as legal processes, Acts of the State or similar such exigencies beyond the normal control of the parties concerned and which disable any of the parties hereto from functioning further.

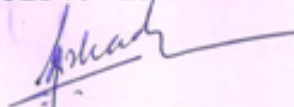
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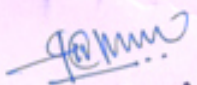
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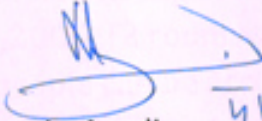
Dated, this 4th Day February 2019:


Dr. R.R. Kumbhar

Principal
PDVP Mahavidyalaya, Tasgaon Dist. Sangli
Mahavidyalaya, Chembur, Mumbai
Phone No. 02346- 250665

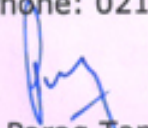

(Dr. S.K. Chade)
Organizing Secretary
PDVP, Tasgaon, Dist. Sangli

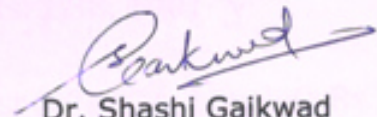

(Dr. A.N. Ambhore)
Conference Coordinator
PDVP, Tasgaon, Dist. Sangli


L. Azadi

Director,
Baha'i Academy
Panchgani-412805 (M.S.)

Phone: 02168-240100


Parag Tandale
Conference Coordinator
Baha'i Academy, Panchgani


Dr. Shashi Gaikwad
Asst. Director,
Baha'i Academy, Panchgani



Tentative Budget for the International Conference for 50 Participants

1. Stay at dormitories= **Rs. 60, 000/-** (2 dormitories will be given during conference period where 40 people can be accommodated)
2. Stay at double occupancy room= **Rs. 9,200/-** (2 rooms will be given during conference period where four people can be accommodated)
3. Breakfast for 50 people on 8th Feb.= Rs. 90 ×50= **Rs.4,500/-**
4. Lunch for 50 people on 8th Feb.= Rs. 180×50=**Rs. 9,000/-**
5. Tea and Cookies for 50 people on 8th Feb Rs. 30 ×50= **Rs.1500/-**
(Tea will be provided @ 4.00 p.m.)
6. Bonfire Dinner for 50 people on 8th Feb.= Rs. 430×50=**Rs. 21,500/-**
7. Breakfast for 50 people on 9th Feb.= Rs. 90 ×50= **Rs.4,500/-**
8. Lunch for 50 people on 8th Feb.= Rs. 180×50=**Rs. 9,000/-**
9. Twice tea and cookies for 50 people on 8th Feb Rs. 30 ×50×2 times= **Rs.3,000/-**
10. Multimedia hall with LCD projector and public address system for 2 days of the Conference = Rs. 16,000/-

***Tentative Amount Rs. 1,38, 200/-**

11. Any extra food will be as: each breakfast @Rs.90/-, Lunch @ Rs.180/-, dinner @ Rs. 180/-, Bonfire dinner @ Rs. 450/- and Tea & Cookies @ Rs. 30/- will be charged.
12. If any participant stays after the conference that Rs. 750/- will be applicable per person per day in dormitory
13. If any participant stays after the conference that Rs.1250/- will be applicable per person per day in double occupancy room.
14. Photocopying or printing (Black & White) will be applicable @ Rs. 2/- per page.

*Actual amount will be calculated based on the Letter of Agreement.



Handwritten signature and date: 4/11/19