

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) made as of the 2nd day of March, 2017

BETWEEN: **Dr. Pratik Dutta** on behalf of a group of B E College alumni as per “Annexure-1” collectively called “CLASS OF 1990/91(ARCH)” (hereinafter referred to as "DONOR"),

- AND - **Dr. Santanu Kumar Karmakar**, Dean (Alumni Affairs and External Relations) on behalf of **Indian Institute of Engineering Science and Technology (IEST)** located at Shibpur, P.O. Botanic Garden, Howrah-711103, India, www.iests.ac.in (hereinafter referred as “IEST”)

provides that the DONOR, in consideration of IEST agrees to administer and disburse excellence award to selected students of Indian Institute of Engineering, Science and Technology (IEST), consents to donate funds to IEST under the following Award Guidelines, and IEST consents to receive the funds and apply it solely for the said Award and to abide by these Guidelines.

A. AWARD GUIDELINES

1. Background

Indian Institute of Engineering Science and Technology (IEST), Shibpur, (earlier known as Bengal Engineering College (BEC)/Bengal Engineering College Deemed University (BEC-DU)/Bengal Engineering and Science University (BESU)) is desirous of raising and managing funds to aid fellow alumni, students, faculty members for multiple purposes.

The Class of 1990/91 (Arch) celebrated the Silver Jubilee of their graduation in December 2015 and as a part of the occasion, donations had been received from the alumni of the Class through the Global Alumni Association (GAABESU) platform with the idea of institutionalizing award/s for the benefit of our Alma Mater. Having discussed with the IEST administration, the Donors propose to start the perpetual award to acknowledge innovative initiatives of the students of the Institute by utilizing the annual interest generated from the Corpus Fund.

2. Award Title

‘InnoVision Award’

Instituted by the Class of 1990/91 (Arch)

3. Concept of the Award

InnoVision Award, as the *portmanteau* name suggests, recognizes a work that combines innovation and vision. ‘Innovation’ (from Late Latin *innovationem*), since mid 16th century, indicates a unique change or a variation by introducing ‘new’ things in ‘an established arrangement’. ‘Vision’, (from Anglo-French *visioun*) is a relatively older expression used since 14th century to mean ‘something seen in imagination’.

Amidst a changing society, perhaps one needs to continuously innovate to ‘stay relevant’, which in turn, delivers concepts and things of the future. Hence, to innovate, one needs to be visionary as well. If vision is to ‘think’ about creating something new, innovation usually signifies the ‘implementation’ of something new.

InnoVision Award, therefore, acknowledges the idea/concept and the exploration/execution coalescing into an innovative and visionary work. Such a work should be exciting by showing glimpses of a game-changing notion and at the same time, useful and responsive to the society at large.

4. Award Amount, Categories and Number of Awards

a) AMOUNT AND NUMBER:

INR 50000.00 X 2 No. of Awards = INR 1.0 lakh only. However, the Award amount will depend on available financial resources.

b) AWARD CATEGORIES: One Award for undergraduate students and the other for postgraduate students and PhD Scholars. In case, applications in one category are not found suitable, applications of the other category shall be considered for the Award.

c) PRINCIPAL MONEY TO IEST: DONOR will transfer to the IEST bank account, a sum approximately **INR 13 lakhs** parked with the Global Alumni Association (GAABESU). From the Principal Money, an amount of **INR 1.0 lakh** shall be given for the first year’s Award in 2017-18, and the rest shall be used solely to generate interest in perpetuity to pay **INR 1.0 lakh only** for the Award starting from 2018-19 till the time the Award amount is mutually revised by the DONOR and IEST.

d) INVESTMENT OF PRINCIPAL MONEY BY IEST: For the Award purpose, IEST shall use the above Principal Money as well as its augmentation hereafter (as mentioned in Clause 4(d)).

IEST will invest the above Principal Money in a long term (10 year) Guaranteed Investment Certificate (GIC) (Fixed Deposit) at a recognized

Indian Tier-1 Bank (BANK) as per IEST norms, earning the prevailing maximum interest rate for such instruments. After the initial term of 10 years, IEST will continue to reinvest the principal for further 10 year terms in a similar long-term interest bearing GIC.

IEST shall use up to maximum of 95 percent of the yearly interest accrued from the fund. Principal amount should not be used except as mentioned In Clause 4(b).

Depending on the availability of fund, IEST or the DONOR may enhance the value of Awards in future.

e) AUGMENTATION OF PRINCIPAL MONEY:

- i. DONOR may include fresh donation from the new alumnus from the Class of 1990/91 (Arch), who are not part of the initial DONOR group; or, take further ('top-up') donation from the alumnus from the Class of 1990/91 (Arch) who are already part of the initial DONOR group; or, accept CSR contributions from any private/public company, or, Government organization, or, institutions, or, Non-government organization/society/ association as permissible under the legal provisions of the Union of India.
- ii. Any augmentation of the Principal Money shall have to be duly intimated to IEST by authorized representative of the DONOR.
- iii. In such case/s of augmentation of the Principal Money, the donation shall have to be made directly to IEST (under the specific head of this Award) through cheque or, bank transfer.
- iv. In case of any such augmentation of the Principal Money in any financial year, IEST shall inform the DONOR after that very financial year, and depending on the augmented amount, decision on the increase of the existing Award amount or, that on the increase of the number of Awards shall have to be reviewed and taken by the DONOR, after that particular financial year.

f) TIMING OF FUND DISBURSEMENT: The bursaries will be provided by IEST each year to qualified students in **one installment**, generally paid during February-March of the academic year.

5. Eligibility for the Award

a) The Award, to be given for demonstrated excellence in innovation, is solely intended to the present undergraduate, postgraduate and doctoral students/scholars of IEST, Shibpur, who has shown good conduct in the Campus.

- b) The Award will not discriminate any person based on location, age, sex, race and political inclination and/or affiliation. All cases will be treated equally for the overall process. Selection will be done strictly on merit following the Selection Process, discussed below in Clause 7.

6. Award Application Process

- a) IEST office shall announce the award through various channels at the time of announcing the IEST research awards.
- b) All applications, supported with required documents, shall have to be submitted **online** at the dedicated Online Award Portal as per prescribed format and guidelines, mentioned in the 'Award Application Process' in the 'Annexure-2' of this document and in the Award Portal as applicable from time to time.

However, the 'Award Application Process' may be updated and modified as and when required, and the **Online Award Portal should be considered as the final source** in terms of all information regarding the Application Process in future.

7. Award Selection Process

- a) The Award selection shall be in **two stages**:
 - STAGE 1: PRELIMINARY SELECTION by the DONOR group - to be concluded in **45 days** after the application deadline ends
 - STAGE 2: FINAL SELECTION by the Award Selection Committee - to be concluded **as per IEST Award calendar**
- b) PRILIMINARY SELECTION: The right to the Preliminary Selection is reserved for the DONOR group under the following procedures:
 - i. After the deadline for application, all donors shall be notified to evaluate and select **top five applications** according to their choice. **Each selected application will be given 01 (one) point, but no ranking shall be ascertained.** An application will be considered for top five selection only if average points are equal or more than 60%.
 - ii. Donors shall have **15 days** to select the applications as per guidelines to be provided from time to time.
 - iii. If for a year, Preliminary Selection is received from **less than 10 (ten) donors**, all applications should be forwarded to the 'Award Selection Committee' for 'Final Selection'.

- iv. **If more than 10 (ten) donors** exercise their choice, **top 5 (five) applications with highest points** will be forwarded to the IEST Office for 'Final Selection'.
 - v. IEST office shall forward top 5 (five) applications to the 'Award Selection Committee' for the Final Selection,
 - vi. While forwarding 5 (five) applications to the 'Award Selection Committee' for the Final Selection, IEST office **should not mention any ranking based on the Preliminary Selection.**
 - vii. The Preliminary Selection ranking shall be referred **only if** there is an absence of a consensus, or a tie in the Final Selection.
- c) FINAL SELECTION BY THE AWARD SELECTION COMMITTEE: The Final Selection shall be conducted by the IEST as per its Annual Award Calendar. During the Final Selection, the 'Award Selection Committee' shall undertake the following:
- i. Review the application.
 - ii. Record the interview process.
 - iii. Collect any relevant supporting document/s, received during in-person interview, and submit the same to IEST office after the interview is over for record-keeping and electronically archiving in the Online Award Portal.
 - iv. Select the final awardee/s and convey the decision in writing to the IEST Office.
- d) ANNOUNCEMENT OF THE AWARD:
- i. IEST office collects all the information from the Preliminary Selection and the Final Selection as mentioned in the Clause 7(b) and 7(c) and process as per its standard procedures.
 - ii. IEST shall forward the summary of the Candidates' evaluations along with the observations related to the Final Selection to the DONOR group for their perusal and observations, if any.
 - iii. DONOR group through its nominated person will convey its observations, if any, to IEST **within 10 days**. In the absence of any communication by the DONOR group in 10 days, it shall be presumed that the DONOR group gives go ahead to the IEST to announce the Award.

- iv. After completion of the selection process each year, **Final Award List shall be published by IEST, off-line and online.**
 - v. In addition, IEST will inform the DONOR the name, address and telephone number (if available) of the Student who received the Award. DONOR will be free to contact the selected Student on a periodic basis. IEST agrees that DONOR can refer to the Award, the recipients and can name IEST in connection therewith in public documents, both off-line and online.
- e) AWARD CEREMONY:
- i. The Award/s shall be presented in the IEST Award Ceremony. Every year, **IEST will inform the DONOR** when the award cheque and the citation are being presented at the Award Ceremony.
 - ii. **It is the intent of the DONOR that either the Director of IEST, or, an eminent person, duly chosen by the Director, formally presents the cheque and the citation to the awardees.**
 - iii. DONOR may also decide to have one or more of its representatives attending the ceremony.
 - iv. After the Award ceremony, IEST shall e-mail to DONOR at least one suitable picture of the student receiving the award.

8. Award Selection Committee for Final Selection

- a) IEST will constitute the Award Selection Committee consisting of the following 3 (three) members:
 - i. Director, or his nominee in his absence
 - ii. Dean of Alumni Affairs, or his nominee in his absence
 - iii. An eminent person, nominated by the Director
- b) Every year, prior to the Final Selection, IEST should inform all above-mentioned nomination/s to the DONOR group for their perusal and observations, if any.
- c) The Award Selection Committee may seek help from anybody, or, may use resources of IEST for evaluation in course of Final Selection.
- d) If deemed suitable, DONOR group may nominate any of the donors (to the maximum number of two) as the 'Observer' to be present in the Award Selection Committee meeting/s (including interviews), to be held for the Final Selection of the Awardee/s and inform IEST accordingly. However, the 'Observer' shall not have any voting right in the Final Selection.

9. Non- selection of Award

In case, any application is not found suitable for any of the Award, during either Preliminary Selection or, Final Selection, no Award shall be announced for that very year.

B. TAX EXEMPTION

Tax exemption certificate under 80G in India will be issued by IEST office in the name of the person or the organization who transferred/ deposited the fund to the dedicated account of IEST. The certificate will be issued by IEST on the total amount deposited and a scanned copy will be sent to the donor by e-mail. Similar arrangements for tax exemption procedures, as applicable, are to be followed for **international donors** as per the norms of IEST.

C. TERMINATION

This MoU will terminate if the parties are having a dispute about the administration of the award, and the dispute has lasted more than 180 days. Upon any termination of this MoU, the entire principal amount less award commitment to the current recipient, if any, as per the DONOR records less any charges levied by the BANK for premature termination of the fixed deposit provided to generate interest for the awards will be returned to an agency in India named by DONOR in Indian Rupees by IEST.

IN WITNESS WHEREOF DONOR and IEST have executed this MOU on the date noted on the top of the first page of this MOU.

For DONOR




.....
Name: Dr Pratik Dutta
(On behalf of the 'DONOR')

Date: 02/03/2017

Place: IEST, Shibpur

Witness:



Smt Sampa Pramanik
Alumnus EE, 1990

For IEST



.....
Name: Dr Santanu Kumar Karmakar
(Dean- Alumni Affairs and External Relations)

Date: 02/03/2017

Place: IEST, Shibpur



Dr Anirban Gupta
Associate Dean, Alumni Affairs and External Relations

ANNEXURE 1

THE 'DONOR' GROUP

[From the Class of 1990/91(Arch) in Alphabetical Order of Name)

No.	Name	Dept.	E mail ID
1	Alokananda Mitra	EE	mitraalokananda@gmail.com
2	Anjan K Bera	EE	anjankumar_bera@yahoo.co.uk
3	Anupam Banerjee	MET	anupambanerjee@vsnl.net
4	Anuttam Jana	CE	anuttamjana@gmail.com
5	Arindam Sen	EE	arindam1.sen@gmail.com
6	Arnab Banerjee	EE	arnabanindita@yahoo.com
7	Asim K Ghosal	ME	asim.ghosal@ge.com
8	Atindra K Bhattacharjee	CE	atindrab@gmail.com
9	Binoy K Shyam	ETC	binoyshyam@yahoo.com
10	Chanchal K Khan	ARCH	ckkhanarch@gmail.com
11	Debashis Halder	CE	debanumail@gmail.com
12	Debasish Ray	CE	debasish.ray90@gmail.com
13	Debojyoti Lahiri	EE	lahiridebojyoti@gmail.com
14	Dipak K Chaki	CE	dipakkumarchaki@yahoo.co.in
15	Dipankar Pal	ME	dpal123@hotmail.com
16	Gurupada Mandal & Gurupada Mandal's Employer: M/s Microsoft	ETC	gurupada@yahoo.com
17	Jaideep Ghosh	EE	jaideep.ghosh@gmail.com
18	Jayanta Mukherjee	ETC	Jayanta.mukherjee@siemens.com
19	Kallol Ghosh	MET	kallol.ghosh@gmail.com
20	Kaushik Das	CE	kaushik_das_jr@yahoo.co.in
21	Kaushik Mitra	EE	mmkaushik@gmail.com
22	Kiriti Dasgupta	EE	kiritidasgupta@hotmail.com
23	Krishnendu Ghosh	ME	krish_ghosh@hotmail.com
24	Krishnendu Mandal	CE	krishnendu.man@gmail.com
25	Kunal Sarkar	EE	kunasark@gmail.com
26	Maitrayee Bhattacharjee	CE	bmaitrayee@gmail.com
27	Manik Mandal	ETC	manik_mandal04@yahoo.com
28	Mayukh Datta	CE	mayukhd@yahoo.co.in
29	Mustakim Middya	ETC	mustakimmiddya@yahoo.com
30	Nandita Sengupta	EE	nanditasengupta@yahoo.com
31	Nani Gopal Sarkar	EE	ngs.powergrid@gmail.com
32	Nila Ghosh	EE	neelaghosh@gmail.com
33	Palash Guha Neogi	CE	palgn1968@gmail.com
34	Prabir Devbarma	CST	prdebbarma@gmail.com
35	Pranesh Biswas & Pranesh Biswas's Employer: M/s Chicago Bridge & Iron	CE	pranesh9000@yahoo.com

No.	Name	Dept.	E mail ID
36	Pratik Dutta	MINING	duttapratik@rediffmail.com
37	Provatkusum Ghosh	CE	provat_k_ghosh@rediffmail.com
38	Rajib Chakrabarty	CE	chakrabortyrajib5@gmail.com
39	Sampa Pramanik	EE	sampapramanik@rediffmail.com
40	Shibu Bhusan Das	CE	shibubhusandas@gmail.com
41	Soumitra Banerjee	MINING	soumitra_banerji@yahoo.co.in
42	Subhasish Chanda	CE	chanda_subhashis@yahoo.com
43	Sujay Das	CE	sujay_shree@yahoo.com
44	Sumitava Sengupta	EE	sumitavas@yahoo.co.uk
45	Suprakash Adhikari	EE	s_adhikari@hotmail.com
46	Suryadipta Bhattacharya	ETC	bhattacharyyasurya@gmail.com
47	Suptendu Prakash Biswas	ARCH	suptendubiswas@gmail.com
48	Tamal Moitra	CE	moitra.tamal@gmail.com
49	Tirtha Priya Maity	MET	tirtho_p@yahoo.co.in
50	Sajal Ray	MET	sajalamta@yahoo.co.in
51	Excess fund from the Silver Jubilee Celebration		

Advertisements/Sponsorships from Organizations collected by the DONOR Group

No.	Name of the Organization	No.	Name of the Organization
1	ABHIJIT DASGUPTA	28	M/S KAMAKHYA ENTERPRISE
2	ABHISHEK KESHARWANI	29	IRM OFFSHORE & MARINE ENGINEERING (P) LTD.
3	M/S. AGRO AUTO GRIND ENGINEERS (P) LTD.	30	MANTHAN BROAD BAND SERVICE PVT. LTD.
4	AMARANJALI CONSTRUCTION	31	MASS GEAR
5	ANIL TRADERS	32	MECH INDUSTRY
6	AJIT TELECOM	33	MITASU ENTERPRISE
7	ASIATIC CRANES SERVICES	34	M/S. MOON LIHGT CONSTRUCTION & CO.
8	AUDRITZ HYDRO BHOPAL	35	NHPC LIMITED
9	AVISHEK ENTERPRISE	36	ORBIT MULTILEVEL MARKETING (P) LTD.
10	BABA PROJECTS PVT. LTD	37	PALLAB BHAWAL
11	BANIK BROTHERS	38	PINNACAL CONSTRUCTION SOLUTION
12	BEE GEE CONSTRUCTION	39	RAJESH ENGINEERING
13	BENCH MARK INFOTECH SERVICES PRIVATE LIMITED	40	RAM KRISHNA CHAKRABORTY
4	BENGAL TRADING COMPANY	41	M/S. RAMTHAKUR CONSTRUCTION
15	BIKASH DAS	42	ROCK & REEF DREDGING PRIVATE LIMITED
16	BSS TECH. CP (I) PVT. LTD.	43	ROTEC TRANSMISSION PVT. LTD.
17	DEY CONSTRUCTION	44	SAKTI NARAYAN DEY
18	DHRUBA JYOTI BORGHAIN	45	SCHMIEDE AND MASCHINEN PVT. LTD.
19	DIPEN	46	S. MANDAL AND SONS
20	EXCEL MARKETING SILLIGURI	47	S.K. SALES COMPANY
21	EXITEL	48	S.N. CONTRACTORS PVT. LTD.
22	GANTREX INDIA CRANE RAILS PRIVATE LTD.	49	S.N. MARKETING
23	JOTUN INDIA PVT LTD	50	SRI MANGALAM ASSOCIATES
24	JOY GURU ENTERPRISE	51	SWATI CONSTRUCTION
25	HOWRAH STEEL & METALCRAFTS PVT. LTD.	52	TANTIA CONSTRUCTIONS LTD.
26	JOYRATH PROJECTS PVT. LTD.	53	TECHNO TRADE
27	HANNAN BUILDERS PRIVATE LIMITED	54	TEXMACO RAIL AND ENGINEERING LTD.

ANNEXURE 2

a) AWARD APPLICATION PROCESS

Following are the indicative steps:

1. Formal application is needed to participate in the program.
2. All eligible persons need to apply online in the prescribed format (mentioned in the Award portal) and with approval from the Department Head. Only applications with IEST administrative approval will be considered.
3. Applicants must provide the following indicative and not exhaustive information:
 - a. A Synopsis of the work
 - b. Define a Problem Statement in terms of what they are trying to solve.
 - c. Provide Hypothesis or, Research Questions.
 - d. Provide explanation how their work is compared with other existing solution, if any.
 - e. Provide details of the work with necessary photograph, video or any other medium applicable
 - f. Future directions of the work
4. The **'Award Application Process'** may be updated and modified as and when required, and the **Award Portal should be considered as the final source** in terms of all information regarding the Application Process in future.

b) A INDICATIVE FLOW CHART OF THE AWARD SELECTION PROCESS

