

भारतीय गैर न्यायिक

एक सौ रुपये

Rs. 100

₹. 100



ONE HUNDRED RUPEES

सत्यमेव जयते

भारत INDIA
INDIA NON JUDICIAL

महाराष्ट्र MAHARASHTRA

सदरचा मुद्रांक लिहव &
बायबॅल्य साठी नाही.

KH 409667

मुद्रांक क्र. 929003 दि. 22 JAN 2014 रुपये 100/-

मुद्रांक कोणत्या कारणासाठी वापरण्याचा आहे अर्जात

मुद्रांक वापरणारा मुद्रांक क्र. 1111 241 519

संपूर्ण पत्ता 21-01, 15/59 8

हस्त लेखीचे संपूर्ण नांव 1-01/95 59 99

पत्ता 1-01/95 59 99

SANGITAA LOKANDE (मुद्रांक विक्रेता)

परवाना क्र. 2209928

परवान्याची मुदत:- 31/3/2014

पत्ता:- मोबोज हॉटेल कम्पाउंड, पणे-7

Memorandum of Understanding (MoU)

मुद्रांक धारकाची सही
/हस्त लेखीची सही

This MoU is entered into on 6th day of the month of February in the year 2014 at Pune, INDIA.

For Yashwantrao Chavan Maharashtra Open University

For Maharashtra Knowledge Corporation Ltd.

Dr Prakash Atkare
Registrar

Vivek Sawant
Managing Director & CEO

MoU between YCMOU and MKCL for DU. 2014

BETWEEN

Yashwantrao Chavan Maharashtra Open University established by the Yashwantrao Chavan Maharashtra Open University Act 1989 (Mah. XX of 1989) located at Dnyangangotri, Near Gangapur Dam, Nashik 422 222, through its Registrar, hereinafter referred to as '**the University**', (which term shall so far as the context admits be deemed to mean and include its successors and assignees as the party of the first part)

AND

Maharashtra Knowledge Corporation Limited, a Company incorporated under the Companies Act, 1956, having registration no. U80302PN2001 PLC135348 and having its registered address at ICC Trade Tower, 'A' Wing, 5th Floor, Senapati Bapat Road, Shivajinagar, Pune 411 016, Maharashtra, INDIA, acting through its authorized signatory, Mr. Vivek Sawant, Managing Director and CEO, hereinafter referred to as '**MKCL**' (which expression, unless repugnant to the context or meaning thereof, shall mean and include its successors and assignees), as the party of the Second part.

WHEREAS MKCL is a high-tech initiative of the Government of Maharashtra in design, development and delivery of Education, Governance and Empowerment programs, technologies, products, solutions and services and has proven experience in the said fields,

AND WHEREAS MKCL has developed the Digital University®, a comprehensive software framework for a fully web-based management of the University, and Digital College (DC) a software framework for network of Departments, Schools and Study Centers of the University, to offer different functionalities to students, teachers, administration, and managements of the University, Departments, Schools and Study Centers in a mass personalized manner,

AND WHEREAS Department of Higher and Technical Education, Government of Maharashtra, keeping their main objective of facilitating the students by cutting down their costs, avoiding delays and inconvenience and to completely reengineer the traditional processes in the overall interest of the students by exploiting the advances in information technology, has issued a Government Resolution (ईसेवा २००६/(१९१/०६)/मशि-१) dated June 19, 2006 in order to provide various functionalities to the students through usage of Digital University® software framework developed by Maharashtra Knowledge Corporation Limited in all the non-agricultural Universities and all the Government/Non-Government Aided/ unaided colleges/institutions affiliated to/ recognized/ conducted by them as well as all the colleges/ institutions governed by other educational institutions in Maharashtra from the academic year 2006-07,

AND WHEREAS the University is desirous of using a comprehensive IT Framework for all its administrative and academic functions for bringing about in a cost effective manner, a higher efficiency, greater effectiveness and a higher quality of service to the students, teachers and other associated individuals and organizations including its all sub-campuses, Departments, Schools and Study Centers, if any, etc.

NOW THEREFORE the parties hereto with a view to synergize their strengths in the interest of the students and staff of the University, agree to enter into a Memorandum of Understanding (hereinafter referred to as '**MoU**') specifying the scope, their rights, responsibilities and arrangements as herein below:

NOW THIS MoU WITNESSETH AND IT IS HEREBY AGREED BY AND BETWEEN THE PARTIES HERETO AS FOLLOWS:

1 Scope

Scope of work under this MoU is mentioned in the Annexure A and B hereto. The scope mentioned in Annexure A shall be applicable from Academic year 2013-14. Scope mentioned in Annexure B shall be applicable from Academic year 2014-15.

For Yashwantrao Chavan Maharashtra Open University


Dr Prakash Atkare
Registrar

For Maharashtra Knowledge Corporation Ltd.


Vivek Sawant
Managing Director & CEO 

2 Roles and Responsibilities

Under the terms of this MOU, responsibilities of MKCL and University are as follows:

Legends: I – Initiator, R – Responder

Sr. No.	Role	Responsibilities of MKCL	Role	Responsibilities of University
1	I	Nominate, within 10 days of signing of this MoU, a Project Coordinator who will act as a single point contact with the University for all activities regarding this project.	I	Nominate, within 10 days of signing of this MoU, a Nodal Officer duly empowered to use the Digital University® software framework, who will act as a single point contact with MKCL for all activities regarding this project.
2	I	Specify the infrastructure and computing resources (refer Annexure-D) and third party software to be arranged/procured by the University as well as the Departments, Schools and Study Centers of the University in advance so as to start the usage in time and integration of the third party software with hardware and data migration.	R	As specified by MKCL, arrange/procure and establish the infrastructure and computing resources, including the third party software after studying the financial feasibility and available technical resources and deciding the number of pieces or licenses required by the University as well as the Departments, Schools and Study Centers of the University, in advance so as to start the usage in time.
3	R	Provide face to face training or online training through distributed classroom for the configuration and usage of the framework to the staff identified by the University, at mutually agreed frequency.	I	Make necessary arrangements at its own cost for training sessions and ensure that all the concerned officers of University who are going to configure and use the Digital University® software framework get properly trained.
4	I	Provide the basic level user's Manual in soft copies with fair and reasonable extent of details to the YCMOU.	R	Use the manual for usage of the Digital University® software framework as and when required.
5	I	MKCL shall provide the export facility to download the complete student data in excel spreadsheet format on semester or annual basis.	R	Download the data as and when required for back-up.
6		-----NIL-----	I	Make it mandatory in phased manner for all its Departments, Schools and Study Centers to use the Digital University® software framework for the application and admissions and not accept the applications in any other physical or digital format generated through any other software for the programs currently under Digital University® software framework

For Yashwantrao Chavan Maharashtra Open University



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Registrar

For Maharashtra Knowledge Corporation Ltd.


Vivek Sawant
Managing Director & CEO

Sr. No.	Role	Responsibilities of MKCL	Role	Responsibilities of University
				and those may be defined later.
7	I	Specify the dedicated Human Resources (Annexure-C) to be arranged by the University for successful completion of operations (to use the Digital University® software framework and deliver the functionalities as per annexures) and for technical support such as Network administrators, Database administrators, and System administrators, as well as to be arranged by the Departments, Schools and Study Centers of the University in advance, so as to start the usage in time.	R	Identify and arrange the dedicated human resources as specified by MKCL after completion of the need assessment and financial feasibility studies and deciding the number of persons required and ensure that all the concerned officers of the University, Departments, Schools and Study Centers that are going to use the Digital University® software framework complete basic training in IT literacy within three months of signing of this MoU.
8	I	Host on the internet and provide access to web-based generic Digital University® software framework including the Online Application Software for configuration, and usage by the staff, Departments, Schools and Study Centers of the University.	R	In order to provide in detail configuration specifications of the system, appoint competent officers/ staff to fill in information in the Digital University® software framework developed by MKCL. The YCMOU shall recommend the look and feel and design of the home page and other tab pages which shall be integrated by the MKCL through a consultative process.
9	I	Specify the information required for configuration, enhancement and usage.	R	Provide the ordinances, rules and regulations, master and legacy data and all documents deemed necessary to understand current processes of the University and extend full cooperation to team appointed by MKCL for configuration, usage and enhancement of the framework.
10	I	Provide formats for elicitation of business requirements for the modules to be developed as listed in Annexure-B and develop the same.	R	Provide complete documentation of the processes, business rules and requirements for the modules which are to be developed as listed in Annexure-B, in the format specified by MKCL as per the schedules mutually agreed upon and duly signed by the Nodal Officer.
11	I	Make the developed modules available on staging server for testing by YCMOU Nodal Officer and rectify the bugs reported through support ticketing system.	R	Thoroughly test the functionalities for developed modules and report the errors, bugs to MKCL through support ticketing system.

For Yashwantrao Chavan Maharashtra Open University


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Managing Director & CEO 

Sr. No.	Role	Responsibilities of MKCL	Role	Responsibilities of University
12	I	Specify computing infrastructure and human resources, workflow layout required to establish and operate a Student Facilitation Center (SFC) cum Call Center on the University premises if so required by YCMOU.	R	Establish and run, with necessary staff, a Student Facilitation Center (SFC) cum Call Center on the premises of the University to provide telephonic/ face-to-face support to students and resolve their queries during the time of admission and examination.
13	R	Carefully study, analyze and identify valid issues, grievances, suggestions, and feedbacks submitted by the users of the University, Departments, Schools and Study Centers in order to enhance the Digital University® software framework. Also, upgrade the existing software to suit the emerging needs of technology..	I	Record and inform issues, grievances, suggestions and feedback regarding the Digital University® software framework to MKCL in order to facilitate study of the same by MKCL to enhance the software if necessary and feasible.
14	I/R	Conduct/attend meetings from time to time to review about the progress regarding functionalities and deliverables about the progress made and to plan and strategize accordingly. Incur and bear the travelling, lodging-boarding and other incidental expenses related to attending the meeting and other meetings/training sessions. Post-meeting, the Coordinator will communicate the concerned officer of the University of actions taken on corrections, changes expected and informed by University at the meeting, within the specified time.	I/R	Conduct/Attend meetings from time to time to review about the progress regarding functionalities and deliverables about the progress made and to plan and strategize accordingly. Incur and bear the travelling, lodging-boarding and other incidental expenses related to attending the meeting and other meetings/training sessions. Post-meeting, the Coordinator will communicate the concerned officer of MKCL of actions taken on compliances expected and informed by MKCL at the meeting, within the specified time.
15	I	Ensure that the web-based Digital University® software framework is available 24x7 and the downtime is limited to less than 3% annually.		---NIL---
16	I	Ensure that the cyber security norms are adhered to so that unwarranted content from external resources does not get published on the portal.	R	Take the relevant precautions internally so that unauthorized content is not published on the website. Publish the content on the portal (like the YCMOU Act, statutes, Prospectus, Syllabi, Time Table, etc) that is provided by the University officials duly authorized.

For Yashwantrao Chavan Maharashtra Open University


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Sr. No.	Role	Responsibilities of MKCL	Role	Responsibilities of University
17	I	Adopt the required security measures with the required backup arrangements for disaster management so that the data of the university resides securely on the hardware.		----NIL----
18	R	Migrate the result data of the existing students, undergoing the various courses, from the University's legacy systems to Digital University® software framework against the defined courses, so as to enable functionalities to existing students.	I	Provide legacy system record and data that are deemed necessary for migration in the format as specified by MKCL and make-up the insufficient data from time to time.

3 Financial Terms

The financial terms for the Academic Year 2013-14 shall be as follows:

- 3.1. For the students registering to the programs having duration more than or equal to 1 year, the University shall pay to MKCL the 'eSuidha Fee' of ₹50/- (Rupees Fifty Only) plus applicable taxes per student per academic year. For each student whose form has been uploaded, 80% of such payment will be made against the monthly invoice raised by MKCL. The University shall make the payment of 80% of the invoice amount to MKCL within 45 days from the date of submission of the invoice by MKCL. The payment of the balance 20% of the invoiced amount will be made within 30 days from the last day of the concerned academic year defined in the system. The payment maybe made, by RTGS/NEFT/demand draft drawn on any nationalized bank in the name of 'Maharashtra Knowledge Corporation Ltd.' payable at Pune.
- 3.2. For the students registering to the programs having duration less than 1 year, the University shall pay to MKCL the 'eSuidha Fee' of ₹25/- (Rupees Twenty Five Only) plus applicable taxes per student per academic year. For each student whose form has been uploaded, 80% of such payment will be made against the monthly invoice raised by MKCL. The University shall make the payment of 80% of the invoice amount to MKCL within 45 days from the date of submission of the invoice by MKCL. The payment of the balance 20% of the invoiced amount will be made within 30 days from the last day of the concerned academic year defined in the system. The payment maybe made, by RTGS/NEFT/demand draft drawn on any nationalized bank in the name of 'Maharashtra Knowledge Corporation Ltd.' payable at Pune.
- 3.3. For the registered students (i.e. having 16 digit PRNs generated before Academic Year 2013-14) seeking admission in Academic Year 2013-14 to the subsequent program part terms of programs having duration more than 6 months, the University shall pay to MKCL the 'eSuidha Fee' of ₹25/- (Rupees Twenty Five Only) plus applicable taxes per student per academic year. For each student whose form has been uploaded, 80% of such payment will be made against the monthly invoice raised by MKCL. The University shall make the payment of 80% of the invoice amount to MKCL within 45 days from the date of submission of the

For Yashwantrao Chavan Maharashtra Open University


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Managing Director & CEO

invoice by MKCL. The payment of the balance 20% of the invoiced amount will be made within 30 days from the last day of the concerned academic year defined in the system. The payment maybe made, by RTGS/NEFT/demand draft drawn on any nationalized bank in the name of 'Maharashtra Knowledge Corporation Ltd.' payable at Pune. The payments shall be subject to Taxes as and if applicable.

3.4. The payments shall be subject to Taxes as and if applicable.

The financial terms from the Academic Year 2014-15 onwards shall be as follows:

3.5. For the students registering to the programs having duration more than or equal to 1 year, the University shall pay to MKCL the 'eSuidha Fee' of ₹50/- (Rupees Fifty Only) plus applicable taxes per student per academic year. For each student whose form has been uploaded, 80% of such payment will be made against the monthly invoice raised by MKCL. The University shall make the payment of 80% of the invoice amount to MKCL within 45 days from the date of submission of the invoice by MKCL. The payment of the balance 20% of the invoiced amount will be made within 30 days from the last day of the concerned academic year defined in the system. The payment maybe made, by RTGS/NEFT/demand draft drawn on any nationalized bank in the name of 'Maharashtra Knowledge Corporation Ltd.' payable at Pune.

3.6. For the students registering to the programs having duration less than 1 year, the University shall pay to MKCL the 'eSuidha Fee' of ₹25/- (Rupees Twenty Five Only) plus applicable taxes per student per academic year. For each student whose form has been uploaded, 80% of such payment will be made against the monthly invoice raised by MKCL. The University shall make the payment of 80% of the invoice amount to MKCL within 45 days from the date of submission of the invoice by MKCL. The payment of the balance 20% of the invoiced amount will be made within 30 days from the last day of the concerned academic year defined in the system. The payment maybe made, by RTGS/NEFT/demand draft drawn on any nationalized bank in the name of 'Maharashtra Knowledge Corporation Ltd.' payable at Pune.

3.7. For the registered students (i.e. having 16 digit PRNs) seeking admission to the subsequent program part terms of programs having duration more than 6 months, the University shall pay to MKCL the 'eSuidha Fee' of ₹50/- (Rupees Fifty Only) plus applicable taxes per student per academic year. For each student whose form has been uploaded, 80% of such payment will be made against the monthly invoice raised by MKCL. The University shall make the payment of 80% of the invoice amount to MKCL within 45 days from the date of submission of the invoice by MKCL. The payment of the balance 20% of the invoiced amount will be made within 30 days from the last day of the concerned academic year defined in the system. The payment maybe made, by RTGS/NEFT/demand draft drawn on any nationalized bank in the name of 'Maharashtra Knowledge Corporation Ltd.' payable at Pune. The payments shall be subject to Taxes as and if applicable.

3.8. In case, MKCL is not able to fulfil the condition of providing all the functionalities mentioned in Annexure B during the Academic Year 2014-15 and onwards, as per the mutually agreed schedule, then the University may withhold 20% of the total due payment for the academic year 2014-15 and onwards as applicable till such time that MKCL is able to fulfill the requirements mentioned in Annexure B.

3.9. In case, the University does not release payments due to MKCL as agreed above in sub-clauses 3.1 to 3.7, then the University, if demanded by MKCL, shall pay to MKCL interest @ 9% p.a. on the amount outstanding from the date on which it becomes due till the date of payment thereof.

For Yashwantrao Chavan Maharashtra Open University


Dr Prakash Atkare
Registrar

For Maharashtra Knowledge Corporation Ltd.


Vivek Sawant
Managing Director & CEO 

3.10. From Academic Year 2014-15 upon integration of online payment gateway with Digital University® Framework, University will transfer the 'eSuidha fee' as agreed above from the Online Payment made by student and/or study center/regional center by the end of same day on which University receives the payment in their account, by issuing standing instructions to bank as a precondition to online submission of data by study center/regional center to University for registration.

3.11. The payments shall be subject to Taxes as and if applicable.

4 Publicity and Use of Name

4.1 MKCL may identify University as a customer of MKCL and a user of the MKCL's Digital University® framework in press releases and marketing materials, tenders, bids, EOIs, demonstrations and presentations. MKCL may refer potential new customers to the University as a reference for the MKCL's Digital University® framework and the University agrees to respond reasonably to all such reference contacts.

5 Intellectual Property Rights

5.1 MKCL explicitly informs that it has exclusively developed the software framework, and/or its versions required for rendering the services hereunder. As such, the algorithm, software code, whether compiled or un-compiled, in printed or electronic format, with software design logic, graphical user interfaces (GUI) and their design, look and feel, shall be the explicit Intellectual Property of MKCL only. However, in case the University designs a GUI, page design, look-and-feel which are subsequently implemented by MKCL, such features shall be the intellectual properties of the University. The text uploaded by the university like the prospectus, study material, instruction to the study centers, etc. (by virtue of having been created by the university) shall be the intellectual property of the University. The YCMOU Act, statutes, etc. will be governed by the relevant IPR laws of the land.

5.2 Each party hereby undertakes to inform the other party of any violation of Intellectual Property Rights or its unlawful use, under the prevailing laws of the land. Further, each of the party herein, agrees to co-operate with the other to the extent possible in the process of investigating such cases of any violation of Intellectual Property Rights or its unlawful use and taking legal action against the said infringement.

5.3 The data regarding the applicants who have applied for admission and students admitted to the University, and other data related to students, Departments, Schools and Study Centers, and the University shall be the property of the University and MKCL shall have the right of access thereto only to the extent of and for performing its responsibilities hereunder. If any application/s for information is received by MKCL under The Right To Information Act, 2005 regarding any of the said matters then, only the University shall be responsible for replying since the property rights are held by it.

For Yashwantrao Chavan Maharashtra Open University


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6 Confidentiality

- 6.1 Both parties undertake to each other to keep confidential all information (written or oral) concerning the business and affairs of the other, which has been obtained or received during the course of performance hereunder.
- 6.2 In the event of any of the parties becoming legally compelled to disclose any confidential information, such party shall give sufficient notice to the other party so as to enable the other party seeking a timely protective order or any other appropriate relief. If such an order or other relief cannot be obtained, the party being required to make such a disclosure shall make the disclosure of the Confidential Information only to the extent that is legally required of it and no further.

7 Contract Interpretations

- 7.1 In this MOU unless otherwise specified:
- All words/terms denoting the singular shall include the plural and vice-versa;
 - All words/terms denoting any gender shall include all genders.

8 Headings

- 8.1 The Headings used under in this MOU for a group of terms and conditions are meant to serve only as a convenience. The Headings are not to be considered for the interpretation of terms or conditions in the MOU.

9 Validity

- 9.1 This MOU embodies the entire, sole and exclusive MOU and understanding between the parties hereto with respect to the subject matter hereof.
- 9.2 Any amendment or modification or waiver in connection with this MOU will not be effective unless made in writing and signed by both the parties.
- 9.3 If any provision of this MOU is held to be invalid, illegal or unenforceable, the validity, legality and enforceability of the remaining provisions hereof shall not in any way be affected or impaired thereby.
- 9.4 This MoU shall be valid from September 10, 2013 and for a period of 3 years i.e. till Sep 09, 2016, that is, a period of three years.

For Yashwantrao Chavan Maharashtra Open University


Dr Prakash Atkare
Registrar

For Maharashtra Knowledge Corporation Ltd.


Vivek Sawant
Managing Director & CEO



10 Waiver

- 10.1 The party that is entitled to the benefit hereof may waive any term or condition of this MoU at any time. Such waiver must be in writing and must be executed by an authorized officer of such party. A waiver on one occasion will not be deemed to be a waiver of the same or any other breach or non-fulfillment on a future occasion.


11 Force Majeure

- 11.1 Neither party to this MoU shall be liable for any failure or delay on its part in performing any of its obligations under this MoU if such failure or delay shall be result of or arising out of Force Majeure conditions and, provided that the party claiming Force Majeure shall use its best efforts to avoid or remove such cause of non-performance and shall fulfill and continue performance hereunder with the utmost dispatch whenever and to the extent such cause or causes are removed.
- 11.2 Any extraordinary event, which cannot be controlled by the parties, shall for the purpose of this MoU, be considered as a Force Majeure event. Such events include acts of God, acts or omissions of any Government or agency thereof, compliance with rules, regulations or order of any Government Authority, strike, lockout, unlawful acts, unlawful tampering of data on the portal and hardware and power failure, downtime of ISP services, virus/worms/spyware/denial of service attacks, spamming and hacking attacks. PROVIDED however, if either party claims that the existence of any of the aforesaid conditions is delaying or disabling the performance by said party of its obligations under this MoU then such party shall give immediate notice by email or registered mail or courier to the other party of the existence of such conditions whose existence are claimed to delay or disable the performance of obligations as aforesaid.

12 Termination

- 12.1 The MoU can be terminated by either party giving the other party, a prior written notice of not less than three months of its intention to do so keeping the consideration of the cohort of the students being affected in mind while deciding on taking such steps.
- 12.2 The MoU shall also stand terminated for any reasons such as legal processes, acts of the State or similar such exigencies beyond the normal control of the party concerned and which disable any of the parties hereto from functioning further.
- 12.3 Both the parties shall honor commitments made prior to the date of notice, complete the ongoing work to avoid major inconveniences or serious dislocations of the work of either party and shall settle any outstanding dues without recourse to compelling action, upon such termination.
- 12.4 Despite termination, the parties shall abide by the usual professional ethics and normal code of conduct to maintain the confidentiality of the information and intellectual property rights.

For Yashwantrao Chavan Maharashtra Open University


Dr Prakash Atkare
Registrar

For Maharashtra Knowledge Corporation Ltd.


Vivek Sawant
Managing Director & CEO 

12.5 The Clauses of this MoU, which by nature are intended to survive termination of this MoU shall remain in effect after such termination.

13 Jurisdiction

13.1 All disputes and differences, whatsoever arising out of these presents or any part thereof and whether as to the construction thereof or otherwise shall be referred to the courts at Nashik, Maharashtra, India which shall be the courts having jurisdiction to entertain and try the same.

14 Notices

14.1 Any notices, requests and other communications required or permitted hereunder shall be in writing and shall be given by hand against written acknowledgement or receipt, or sent by registered mail, or by facsimile or by email followed by a confirmation letter by registered mail, at or to each of the parties at the addresses set forth in this MoU or to its last known place of business.

For Yashwantrao Chavan Maharashtra Open University


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Registrar

For Maharashtra Knowledge Corporation Ltd.


Vivek Sawant
Managing Director & CEO

IN WITNESS WHEREOF the parties hereto have set their respective hands to these presents and in duplicate (wherein each copy shall be considered original) hereof the day and year herein above written.

For Yashwantrao Chavan Maharashtra Open University **For Maharashtra Knowledge Corporation Ltd.**

Signature:



Name: **Dr. Prakash Atre**

Designation: **Registrar**

Witnesses

Signature: *AA Deshmukh*

Name: *Dr. Anuradha Deshmukh*

Designation: *Director,
Centre for Collaborations & Special
Initiatives*

Signature:



Name: **Vivek Sawant**

Designation: **Managing Director & CEO**



Signature:



Name: **Sachin Satpute**

Designation: **Program Coordinator (Digital
University Business Development
Program)**

Annexure A

Scope of Work for YCMOU MoU for Academic Year 2013-14

'e-Suvidha' Functionalities to Students through Digital University® Framework

Informative Functionalities to students on portal

1. About University
2. About University Organization Structure
3. About Courses and Colleges
4. About Admissions
5. Syllabi Download
6. About Admissions; Examinations, Convocation, Migration
7. Suggestions and complaints
8. News, Calendar and Events
9. Various alerts in student login

Administrative and Facilitation Functionalities

1. Pre-printed prefilled Eligibility forms
2. ID card of college
3. Bona fide Certificate of college
4. Class Time Table of college
5. 16 digits unique permanent Registration Number (PRN),
6. Profile correction request
7. Profile update request
8. Online application for photocopy of answer-books
9. Online application for Re-evaluation
10. Online application for Re-verification
11. Personalized Time Table download
12. Personalized Hall ticket download
13. Personalized prefilled Exam form download
14. SMS/Emails to students

Employment Assistance Services to Youth

Student Home

1. Inbox
2. Career Path
3. Question & Answers
4. Feedback
5. Chat
6. Ask a query
7. User settings

Employment

1. Search jobs
2. Earn and learn

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3. Government jobs & Government schemes
4. Self Employment
5. Education and Job Fair
6. Resume builder

Other services

1. Educational Loan
2. Competitive Examination
3. Scholarships & fellowships (State, National and international)
4. Certificates
5. Awards
6. Advanced Studies in India and Abroad
7. EASY blog
8. Employer's Zone
9. Resume Search by Employer
10. Job setting by Job Seeker
11. Job alert mails and SMS to Job Seeker

Functionalities for Study Centres and University Schools for Administration

Admission Reports

1. Monthly Attendance Format
2. Term Attendance Format
3. Yearly Attendance Format
4. Roll call Register
5. Photo Sign List
6. Birth Date Age Report
7. Native Place List
8. Guardian Occupation
9. Mailing Labels
10. Students PRN
11. Admitted Students' Merit List
12. Data Export To Excel
13. Student Wise Papers
14. Roll-No Wise Students
15. General Register
16. Transferred Student
17. Inward Students' Report
18. Non-Inward Students' Report
19. DU Pin List
20. eSuvidha Membership Card
21. Eligibility Status Report
22. Course Part Term wise Discrepancy Report
23. User Wise Data Entry Report

Statistical Reports

1. Faculty wise Category
2. Course Part wise Category
3. Gender Wise Blood Group
4. Course Part wise Student Strength
5. PRN Generated Status
6. Gender Wise Cast

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7. Course Part Wise Email
8. Birth Month Wise Student
9. Course Part Term Wise Fee Collection
10. Course Part Wise Not Inward
11. Student Wise Document
12. Faculty Wise Fee Collection
13. Course Part Wise Physical Disability
14. Religion Wise Cast Statistics
15. State Wise Student
16. Course Part Wise Marital Status
17. Guardian Occupation Summary
18. Gender Wise Social Reservation
19. Qualification Summary
20. Division Wise Student Strength
21. Paper Wise Student Strength
22. Paper Wise Division Wise Student Strength

Graphical Statistics Reports

1. Admission Statistics
2. Roll No and Division Allocation Statistics
3. Eligibility Statistics
4. Transfer Statistics
5. Fee Collection Statistics
6. Course Statistics

Fee Management Reports

1. Course Wise Total Fee Reports
2. Collected Fee Register Reports
3. Course Wise Receipts Reports
4. Course Wise Student Fee
5. Cancel Receipt List Reports
6. Student Receipt Reports

Time Table Management Reports

1. Course Wise Weekly Time Table
2. Course Wise Monthly Time Table
3. Teacher Wise Weekly Time Table
4. Teacher Wise Monthly Time Table
5. Teacher Wise Work Load
6. Course Wise Work Load
7. Weekly Work Load
8. Daily Work Load

Other utilities

1. No objection Certificate
2. Character Certificate
3. Bona fide Certificate
4. ID card
5. Transfer Certificate

Examination Reports

1. Inward Examination Form Statistics
2. Student Summary List

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3. Exam Form Statistics
4. Download Examination Hall Ticket
5. Examination Form Submission
6. Blank Mark List
7. Paper Wise Name List
8. Physically Challenged Student List
9. Student List By Venue
10. Reports for Venue
11. Download Examination Hall Ticket
12. Daily Paper Report
13. Paper wise Student Name List
14. Physically Challenged Student List
15. Paper Wise Attendance Sheet and Junior Supervisor Report

Functionalities for University Administration

Web portal

1. Dynamic Menu and Multilingual Content Management,
2. Organization Structure management,
3. Calendar Management,
4. Publishing RTI Compliance,
5. Suggestions,
6. Feedback and Complaints,
7. University Photo gallery,

Academics Management

1. Course Structure Definition
2. Evaluation and Assessment Structure Definition
3. College Affiliation/Institute Recognition Management

Eligibility and registration Management

1. 16-digit unique PRN (Permanent Registration Number of students),
2. SMS/Email communications
3. Student Profile Management

Examination Management module

1. Examination Scheduling/Time-Table Management,
2. Exam forms and their Inward,
3. Exam Fee, Center/Venue
4. Hall Ticket and Seat Number Management and information system providing various reports to help in conduction of examination
5. Question Paper Packer Reports
6. Block wise Junior Supervisor and Attendance Sheet

Online Assessment Data Entry Software

1. Facilitating online centralized/distributed data entry of assessment data
2. Coding/decoding of answer books
3. Blank Mark-lists
4. Checklists and other important reports
5. Marks modification report

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6. Statistical monitoring report

**Result processing and certification using centralized result processing engine
(Optional)**

1. Offers Data verification and validation,
2. Result processing and ordinance application,
3. Generation of statement of marks,
4. Result register/ledger,
5. Passing/provisional certificates,
6. Result statistics and press reports

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Complimentary Functionalities (other than eSavidha)

(These functionalities will be offered under the assumption that the existing programs under Digital University® Software Framework will continue as before and new programs will be added in DU framework in future)

Messaging

1. Internal messaging system to users
2. Rule based messaging
3. Fixed Inbox size provided to every user

Meeting Management

1. Meeting agenda generation and availability in personal inbox
2. Minutes of Meeting reports
3. Facility to take points from last MoM for further meeting agenda,
4. List of attendees

Question Bank Repository Creation System

1. Unicode Support
2. Various Types of objective Question
3. QTI Standards Compliance
4. Mapping with Syllabus
5. Association with Bloom's Taxonomy
6. Question ranking and feedback evaluation

Bug Tracking System

1. System for logging the bug or error in portal
2. Tracking the status of the same.

New Requirement Tracking System

1. System for logging the new requirement in portal (within the scope of eSavidha)
2. Tracking the status of the same.

Libreria- Library Automation System (LAN based at headquarters only, hardware to be provided by University)

1. OPAC
2. Book Reservation
3. Book Management
4. Accessioning
5. Membership Management
6. Circulation
7. Catalogue
8. 50+ Reports

Online Examination System (Quasi Online, LAN Based hardware to be provided by University)

1. Unicode Support
2. Various Types of objective Question
3. Dynamic Question Mix from Question Bank
4. Automated Instant Evaluation
5. e-Certification and Feedback
6. Evaluation Data Synch for Results

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7. QTI Standards Compliance
8. Quasi-Online Deployment Model

Note: Truly-Online Deployment Model may be offered if the requisite server and necessary bandwidth is provided by University at its own cost.

Secured Remote Question Paper Delivery

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Annexure B

Scope of Work for YCMOU MoU for Academic Year 2014-15 onwards

Complimentary Functionalities (other than eSavidha)

(These functionalities will be offered under the assumption that the existing programs under Digital University® Software Framework will continue as before and new programs will be added in DU framework in future)

Online application for admission

1. Anytime, anywhere web based application
2. Information about admission procedure, eligibility criteria etc.
3. Single online application for all courses and study centre
4. Online payment gateway integration

File Management and Workflow Tracking System (LAN Based, hardware to be provided by University)

(After receiving requisite inputs from university)

1. Departmental workflow automation
2. File inward, action tracking for top officers

Learning Object Repository Management System

Learning Management System (LAN Based, hardware to be provided by University)

MKCL will develop following modules after receiving detailed requirements from YCMOU

1. Online Journal Publishing and Subscription Management System
2. Online Conference Management System
3. Online Assessment
4. Resource Expert Recognition System
5. Financial Management System (and/or Integration with third party software such as Navision etc.)
6. Material Tracking System up to the study centre level
7. OMR and Barcode of Answer books (hardware to be provided by University)
 - a. OMR scanning software for barcoded answer books
 - b. Secured automated marks data entry in Assessment Data Entry System
8. Document Verification System
 - a. This shall include online functionality (paid / free) for outside parties
 - b. MKCL will develop this module after receiving detailed requirements from YCMOU
9. Digitally Certified Certificates
 - a. The Digital Signatures, if required, will have to be procured by YCMOU

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- b. The important certificates in PDF such as Statement of Marks / Grades, Migration Certificate will bear Digital Signature of the competent authority and will be made available in students' login.

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Annexure C

Human Resources required

University shall designate a senior officer as 'Nodal Officer' as per provisions. The existing staff of the various sections will be trained in usage of the Digital University® Framework.

Human Resources required

Resource Category	Additional Qualification required
Nodal Officer / Center Head	Computer Literate and fluent with internet
Team Leads / Supervisors	Computer Literate and fluent with internet
Computer Operators (Team Members)	Computer Literate with good command on MS Office – Excel, Word and good data entry speed

Number of Human Resources required for data entry and similar type of work

Sr. No.	Number of students registered with the Study Center to be facilitated every year	Center Head	Team Leads/ Supervisors	Computer operators
1	Upto 50,000	1	1	5
2	More than 50,000 and Upto 1,00,0000	1	1	7
3	More than 1,00,000 and upto 2,00,0000	1	2	10
4	More than 2,00,000 and upto 4,00,000	1	2	15
5	More than 4,00,000 above	1	2	20

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Annexure D

Computing Resources required at University

Server Hardware Specifications

Sr. No.	Item	Minimum Specification
1	Processor	Quad Core 2.9 GHz X 2 with 12 MB L3 Cache
2	Monitor	Color
3	RAM	8 GB DDR3
4	Hard Disk	500 GB X 3 (RAID 5) SAS
5	LAN	1Gbps
6	Mouse	3 Button Scroll Mouse
7	Keyboard	104 Keys Standard USB Keyboard with Number Pad

Software Licenses to be installed on the Server

Sr. No.	Item	Minimum Specification
1	Operating System	Windows 2003 Enterprise Edition (32 bit)
2	Antivirus Client	McAfee / Symantec / Trend Micro (Cloud based)
3	PDF Reader	Adobe Reader 8.0 or Above
4	Office Suite	Microsoft Office 2010/2013 Professional Edition
5	Web Browser	IE 8.0 and above/ Firefox 3.0 and above/ Google Chrome

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Peripherals required

Sr. No.	Item	Minimum Specification
1	MFP Printer	18-20 PPM Capacity 512 MB Buffer memory
2	Scanner	Minimum 300 DPI USB, Flat Bed Color
3	Handheld BAR Code Reader	Any make capable of scanning 1-D barcode from distance of 12 to 15 inches and switching between multiple bar code standards (e.g. Code 128 etc.)
4	Back up device	DVD Writer (Internal / External)
5	Switch	48 Port unmanageable Switch (depending on number of client machines)
6	Firewall	Cyber roam CR 500i OR equivalent hardware firewall
7	Router	CISCO make or any equivalent (Required in case of Leased line only)

Quantity of Peripherals required

Sr. No.	Number of students registered with the College/ Institute to be facilitated every year	Printer	Scanner	Bar Code Readers	Backup Device
1	Up to 1000	1	1	5	1
2	More than 1000 and up to 2000	1	1	10	1
3	More than 2000 and up to 3000	1	2	10	1
4	More than 3000 and up to 4000	1	2	15	1
5	More than 4000 and up to 5000	2	4	20	1

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Client Machines Hardware Specifications

Sr. No.	Item	Minimum Specification
1	Processor	Intel i3 2 nd Generation or AMD Equivalent
2	Monitor	Color
3	RAM	2 GB
4	Hard Disk	120 GB
5	LAN	100 Mbps
6	Mouse	3 Button Scroll Mouse
7	Keyboard	104 Keys Standard USB/PS2 Keyboard with Number Pad

Software Licenses to be installed on the client machines

Sr. No.	Item	Minimum Specification
1	Operating System	Windows 7 Professional Edition
2	Antivirus Client	McAfee / Symantec / Trend Micro (Cloud based)
3	PDF Reader	Adobe Reader 8.0 or Above
4	Office Suite	Microsoft Office 2010/2013 Professional Edition
5	Web Browser	IE 8.0 and above/ Firefox 3.0 and above/ Google Chrome

LAN Setup required

1. Minimum CAT6 UTP cabling for all nodes.
2. Use required number of network switches
3. Server and all client nodes should be connected to a 100 Mbps network.

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Power Conditioning

1. 2 KVA Online UPS with SMF Batteries in controlled temperature for server rack components
2. Individual UPS for client machines 600 mA
3. DG set for back-up to UPS (Not required if state electricity board express feeder line is installed)

Internet Setup required

Minimum 8 Mbps Broad-Band-Connection OR Leased Line 2 Mbps.

Infrastructure Resources required

Each 'Student Facilitation Center' located on main as well as each of the sub-campuses of the university that facilitates student interaction and accommodates the required number of computing infrastructure as mentioned above shall have following facilities:

- The University server/ Clients/ LAN infrastructure should be temperature and humidity controlled and secured with an access control system
- UPS, DG set, Power Distribution Network
- Minimum 2 telephone lines (to facilitate call center activity)
- Air conditioning facility (optional) / Ventilation with the help of fans to keep the surrounding cool
- Optimal non-glaring light illumination
- Comfortable seating arrangements
- Ergonomically designed chairs to enable users to work comfortably
- Suitable furniture for installing computers
- Fire alarms and extinguishers installed

Miscellaneous Areas and Facilities

- Staff Room
- Toilets
- Drinking Water Facility (For staff and visiting students)

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Computing Resources required at Study Centers/Schools

Client Machines Hardware Specifications

Sr. No.	Item	Minimum Specification
1	Processor	Intel i3 2 nd Generation or AMD Equivalent
2	Monitor	Color
3	RAM	2 GB
4	Hard Disk	120 GB
5	LAN	100 Mbps
6	Mouse	3 Button Scroll Mouse
7	Keyboard	104 Keys Standard USB/PS2 Keyboard with Number Pad

Number of client machines required

Sr. No.	Number of students registered with the Faculty/College to be facilitated every year	Minimum Quantity required
1	Up to 1000	5
2	More than 1000 and Up to 2000	10
3	More than 2000 and Up to 3000	10
4	More than 3000 and Up to 4000	15
5	More than 4000 and Up to 5000	20

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Software Licenses to be installed on the client machines

Sr. No.	Item	Minimum Specification
1	Operating System	Windows 7 Professional Edition
2	Antivirus Client	McAfee / Symantec / Trend Micro (Cloud based)
3	PDF Reader	Adobe Reader 8.0 or Above
4	Office Suite	Microsoft Office 2010/2013 Professional Edition
5	Web Browser	IE 8.0 and above/ Firefox 3.0 and above/ Google Chrome

Peripherals required

Sr. No.	Item	Minimum Specification
1	Laser/ Ink Jet Printer	12-15 PPM capacity
2	Scanner	Minimum 300 DPI USB, Flat Bed Color
3	Handheld BAR Code Reader	Any make capable of scanning 1-D barcode from distance of 12 to 15 inches and switching between multiple bar code standards (e.g. Code 128 etc.)
5	Web Cam	USB Web cam
6	Headphone with Microphone	Any
7	Back up device	DVD Writer (Internal / External)

Quantity of Peripherals required

Sr. No.	Number of students registered with the College/ Institute to be facilitated every year	Printer	Scanner	Bar Code Readers	Backup Device
1	Up to 1000	1	1	5	1
2	More than 1000 and up to 2000	1	1	10	1
3	More than 2000 and up to 3000	1	2	10	1
4	More than 3000 and up to 4000	1	2	15	1
5	More than 4000 and up to 5000	2	4	20	1

LAN Setup required

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4. Minimum CAT6 UTP cabling for all nodes.
5. Use required number of network switches
6. Server and all client nodes should be connected to a 100 Mbps network.

Internet Setup required

Minimum 8 Mbps Broad-Band-Connection OR Leased Line 2 Mbps.

Infrastructure Resources required

Each study center/school that facilitates student interaction and accommodates the required number of computing infrastructure as mentioned above shall have following facilities:

- The College/ Institute server/ Clients/ LAN infrastructure should be temperature and humidity controlled and secured with an access control system
- UPS, DG set, Power Distribution Network
- Minimum 2 telephone lines (to facilitate call center activity)
- Air conditioning facility (optional) / Ventilation with the help of fans to keep the surrounding cool
- Optimal non-glaring light illumination
- Comfortable seating arrangements
- Ergonomically designed chairs to enable users to work comfortably
- Suitable furniture for installing computers

Miscellaneous Areas and Facilities

- Staff Room
- Toilets
- Drinking Water Facility (For staff and visiting students)

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