

MEMORANDUM OF UNDERSTANDING (MOU)

This Memorandum of Understanding (MOU) is made on [Date], between the following parties:

1. Gaamraam Charitable Trust

(hereinafter referred to as “The Trust”), a charitable organisation registered under registration number 10002, with its registered office at:
House No. 81, Village Shimla Moulana, Tehsil and District Panipat, Haryana, Pin Code 132103.

2. [Name of Institution]

(hereinafter referred to as “The Institution”), having its registered address at:
[Complete Address of The Institution].

Both parties collectively referred to as “the Parties” and individually as “the Party,” agree to collaborate on establishing a coaching center for free education and competitive exam preparation.

1. Purpose of the MOU

The purpose of this MOU is to establish a framework for cooperation between The Trust and The Institution in setting up and operating a coaching center to provide free coaching and educational support for students preparing for UPSC, HPSC, SSC, HSSC, and other competitive exams.

The collaboration is based on mutual goodwill, transparency, and a shared commitment to educational excellence.

2. Responsibilities of The Institution

2.1 Infrastructure and Facility Setup

The Institution shall establish and equip the coaching center by 1 March 2025, ensuring the following:

- Classrooms capable of accommodating at least 100 students at a time.
- Installation of Full HD LCD screens (minimum 85 inches) or equivalent teaching aids.
- High-speed internet connectivity (minimum 100 Mbps) to support online learning.
- Uninterrupted power supply with backup facilities.
- Climate-controlled and comfortable classrooms.

2.2 Safety and Security

- Installation of a CCTV surveillance system covering classrooms and common areas.
- Deployment of appropriate safety measures for students and staff.

2.3 Operational Coordination

The Institution shall appoint a Class Coordinator to:

- A) Supervise daily operations at the coaching center.
- B) Serve as the communication link between The Trust, students, and faculty.
- C) Oversee academic and administrative activities.

The salary of the Class Coordinator shall be borne by The Institution.

2.4 Equipment Maintenance and Ownership

The Institution shall bear full responsibility for the maintenance, repair, and ownership of all equipment used at the coaching center, including teaching aids, computers, projectors, and other necessary infrastructure. All costs associated with the repair and upkeep of the equipment shall be borne by The Institution.

2.5 Operational Costs

The Institution shall cover all operational costs of the coaching center, including utilities, internet, Wi-Fi, and other general expenses.

2.6 Readiness for Operations

- Ensure all infrastructure, security, and technology systems are fully functional before the official launch.
- Facilitate trial classes and system checks before the commencement of full operations.

3. Responsibilities of The Trust

3.1 Program Management

From 1 March 2025, The Trust shall assume full responsibility for the operation of the coaching center, including:

- A) Conducting trial classes and finalising the teaching schedule.
- B) Managing the student registration process, starting in February 2025.
- C) Organising student interviews and selection in March 2025.
- D) Official commencement of classes on Vikram Samvat 2081 (March 30, 2025).

3.2 Academic Curriculum and Support

The Trust shall provide:

- Structured coaching programs for competitive exams:
 - UPSC/HPSC Batch: 18-month program, classes for 3 hours per day, Monday to Friday.
 - SSC/HSSC Batch: 9-month program, classes for 3 hours per day, Monday to Friday.
- Comprehensive study materials, including:
 - E-notes .
 - Access to mock tests and test series.
- Weekly motivational and personality development sessions on Saturdays.

3.3 Performance Monitoring

The Trust shall submit a monthly progress report to The Institution, including:

- A) Attendance records.
- B) Student performance updates.
- C) Feedback and recommendations for improvements.

3.4 Teaching Mode

Teaching will be primarily delivered through live online classes conducted across all coaching centres simultaneously. This approach ensures that students at all locations can participate in real-time sessions, promoting consistency and uniformity in the learning experience. The Trust shall bear the costs of the associated infrastructure, including recording equipment, studio setup, and other technical expenses required for producing and delivering high-quality live classes across all centres.

3.4 Teaching Staff Salary

- The Trust shall bear full responsibility for the salary and compensation of all teaching staff. This includes remuneration for conducting classes, preparing study materials, and providing academic support to students.

4. Joint Responsibilities

4.1 Certificate of Donation

- The Trust shall issue a Certificate of Donation to The Institution in recognition of its contributions to the establishment and operation of the coaching center.

4.2 Monetary Valuation of Services

- Both parties shall jointly determine the monetary value of services provided by The Institution for transparency and proper acknowledgment.

4.3 Non-Commercial Agreement

- This MOU is purely non-commercial, and no financial transactions shall take place between the parties unless mutually agreed upon in writing.
- Each party shall bear its own costs unless explicitly stated otherwise.

5. Duration and Termination

5.1 Duration

- This MOU shall remain in effect for 18 months from the date of commencement of classes.
- The duration may be extended for an additional 18 months upon mutual written agreement.

5.2 Termination

- Either party may terminate this MOU by providing 30 days' written notice to the other party.
- In case of termination, both parties shall work together to ensure alternative arrangements for students to continue their preparation without disruption.

6. Dispute Resolution

- Any dispute arising out of or in connection with this MOU shall first be resolved through mutual discussions between the parties.
- If the dispute remains unresolved within 30 days, it shall be referred to the competent courts of Panipat, Haryana for resolution.

7. Miscellaneous

- This MOU does not create a legally binding contract, but it reflects the mutual intent and understanding of both parties.
- Any amendments or modifications to this MOU shall be made in writing and signed by both parties.
- The laws of India shall govern this MOU, and jurisdiction shall lie exclusively in Panipat, Haryana.

8. Signatures

For Gaamraam Charitable Trust:

- Name: Adv. Vijay Kumar
- Designation: Project Director
- Signature: _____
- Date: _____

For The Institution:

- Name: _____
- Designation: _____
- Signature: _____
- Date: _____