

TERMS OF ENGAGEMENT – SMART06/2025

# {date}

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| **I.THE PROGRAMME** | |
| **College Location** | {collegeName} |
| {address} |
| **Programme Name** | {programmeName} |
| **Key Elements Covered** | {eventsCovered} |
| **Mode of Training** | {mode} |
| **Training Duration** | {duration} |
| **Training Dates** | {dates} |
| **Batch Details** | {batchDet} |
| **Total student strength** | {strength} |
| **No of Batches** | {batchNum} |
| **No. of students per**  **batch** | {studentsPerBatch} |
| **No. of sessions per day** | {sessionsPerDay} |
| **Duration per session** | {hours} Hrs per Session |
| **Session Timings** | FN: {FNfrom} am to {FNto} pm  AN: {ANfrom} pm to {ANto} pm |
| **Online test and training portal:** | <https://learn.smartica.co.in/login> |

\* Students’ name list to be provided by college for the purpose of attendance.

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| **II. LOGISTICS** | |
| **Trainers’ Travel to the Location** | {travel} |
| **Trainers’**  **Accommodation** | {Accomodation} |
| **Local Conveyance – between college and place of stay** | {conveyance} |
| **Food** | {food} |

**III. CONTACT PERSON**

Authorized Signatory

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| --- | --- | --- |
| **SPOC at College** | Name | {spocName} |
| Designation | {spocdesignation} |
| Email | {spocemail} |
| Mobile | {spocmobile} |
| **SPOC at SMART** | Name | {smartSpoc} |
| Designation | {smartDesgination} |
| Email | [{smartEmail}](mailto:operations@smartica.co.in) |
| Mobile | {smartmobile} |
| Landline | {landlinesmart} |

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| Account Holder | Smart Training Resources India  PVT LTD |
| Bank Name | HDFC Bank |
| Account Number | 50200023999244 |
| IFSC | HDFC0000082 |
| Branch | Nungambakkam |

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| **IV. COMMERCIALS** | |
| **Fee** |  |
| **Mode of Payment** | **Cash/Cheque/Online Transfer favouring SMART TRAINING RESOURCES INDIA PVT LTD.**  **Bank Details**  Smart Training Resources India Pvt Ltd  H.O.: 1/5, Sivaganga Road, Nungambakkam, Chennai 600034.  Off: 044-28282829  GSTIN: 33AAOCS4748Q1ZH |
| **Payment Terms** | 100 % payment after the completion of the training programme |