



Ritayan Chatterjee &lt;ritayanchatterjee@gmail.com&gt;

**SERB-Notification**

3 messages

Dr. V Ramesh <drvramesh@serbonline.in>  
To: "info@serbonline.in"@imsva02.cdacnoida.in

Thu, Oct 24, 2019 at 5:49 PM



**Science and Engineering Research Board**  
(Statutory Body Established Through an Act of Parliament : SERB Act 2008)  
Department of Science and Technology, Government of India

SCIENCE &amp; ENGINEERING RESEARCH BOARD (SERB)

(Statutory Body Established Through an Act of Parliament : SERB Act 2008)

Science and Engineering Research Board  
5 & 5A, Lower Ground Floor  
Vasant Square Mall  
Sector-B, Pocket-5  
Vasant Kunj  
New Delhi - 110 070

Approval LetterFile Number: SRG/2019/001119

Dated: 24-Oct-2019

Subject: Project titled "Synthesis of New Thermoelectric Materials, Exploring Cu-S Binary".

Dear Dr. Ritayan Chatterjee,

The project cited above has been technically approved by Science and Engineering Research Board (SERB) as per the following :

**The committee recommended the following budget (Total budget-restricted Rs. 30 lakhs)****Manpower : Rs.360000****-> Junior Project Assistant - 1****Equipment Details : Rs. 2200000****-> High temperature muffle furnace - 1****-> Thermogravimetry cum Differential Scanning Calorimetry (TGDCS) with oxidizing+reducing atmosphere - 1****Consumables : Rs. 100000**

**Travel Cost : As per norms**  
**Contingencies : As per norms**  
**Overhead : As per norms**

The final budget to be sanctioned would be based on quotations received, existing norms, funds availability etc.

Kindly follow the below steps to acknowledge the approval :

1. Go to [www.serbonline.in](http://www.serbonline.in) through your credentials
2. Go to Menu --> Proposal submission --> View submitted proposals
3. Click on the link under Status column "Proposal Approved, Acknowledgment pending from PI"

You are requested to upload the lowest quotation for the above equipment within the approved budget preferably within 15 days of the receipt of this letter in order to enable us to process the project for the release of funds. In case, we do not receive the above information within ONE MONTH of the issue of this approval letter, it would be presumed that you are not interested in this project and the offer would automatically stand withdrawn. No further correspondence will be entertained thereafter.

A certificate stating that any visit abroad for a period more than eight weeks would be undertaken after due permission from SERB, may also be submitted.

SERB has adopted the Scientific Social Responsibility (SSR) Policy which mandates SERB Grantees to undertake some SSR activities during their project period. You are requested to read the SSR guidelines available under SSR menu in the online portal and choose the activities according to your preference. Depending on the activity chosen, additional budget would be provided under separate head to carry out the chosen activities. It is mandatory to submit SSR details along with RTGS and other relevant documents.

Kindly upload RTGS details of the implementing institute to facilitate transfer of the fund as per the template. Kindly quote the reference number in all future correspondence. The project's reference no. SRG/2019/001119 may also be mentioned in all research communications arising from the above project.

Please note that the project starts only after it is accorded financial sanction by SERB and the date of start of the project will be the date on which your host institute receives the first instalment of funds.

Yours sincerely,

(Dr. Ramesh Vijayan)

SCIENTIST-C

Email: [drvramesh@serb.gov.in](mailto:drvramesh@serb.gov.in)

Ph: 911140000331

Dr. Ritayan Chatterjee

Physics

Heritage Institute Of Technology , East Kolkatta Township, Chowbaga Road, Anandapur, Kolkata, Kolkata, West Bengal-700107

\*\*\*\*\* LEGAL DISCLAIMER \*\*\*\*\*

**Please do not reply to this mail !!**

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**Ritayan Chatterjee** <ritayanchatterjee@gmail.com>  
To: writwik.chattopadhyay@gmail.com

Wed, Oct 30, 2019 at 8:35 PM

[Quoted text hidden]

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**Ritayan Chatterjee** <ritayanchatterjee@gmail.com>  
To: ritayan.chatterjee@heritageit.edu

Thu, Oct 31, 2019 at 9:45 AM

----- Forwarded message -----

From: **Dr. V Ramesh** <drvramesh@serbonline.in>  
Date: Thu, Oct 24, 2019 at 5:46 PM  
Subject: SERB-Notification  
To: <"info@serbonline.in"@imsva02.cdacnoida.in>

[Quoted text hidden]

**ORDER**

Sub:- Financial Assistance for the project titled "Creating a digitally enabled social knowledge management platform for rural SC community to bridge rural-urban knowledge, information and market divide" under the Guidance of Prof. Somprakash Bandyopadhyay, Management Information System Group, Indian Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104- release of first General installment reg.

Sanction of the President is hereby accorded to the implementation of the above mentioned project at a total cost of Rs. 29,76,116/- (Rupees Twenty nine Lakh Seventy six Thousand one hundred sixteen only) to Indian Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104, for a duration of two years. With the following bifurcation:

Name of Host Institute	Total cost of project	Fund under Capital	Fund under General	Initial release		
		Capital	General	Total	Capital	General
IIT, Kolkatta	14,94,276/-	2,95,974/-	11,98,302/-	8,73,495/-	2,95,974/-	5,77,521/-
HIT, Kolkatta	14,81,840/-	93,400/-	13,88,840/-	7,87,620/-	93,400/-	6,94,220/-
<b>Grand Total</b>	<b>29,76,116/-</b>			<b>16,61,115/-</b>		

**Budget Summary****A. GENERAL COMPONENT**

Budget Head	I Year (₹)	II Year (₹)	Total (₹)
<b>1) MANPOWER</b>			
For IIM Kolkatta:			
(a) Project Assistant (1 nos.) @ Rs. 22,000/- per month.	2,64,000/-	2,64,000/-	5,28,000/-
(b) Field Worker (1 nos.) @ Rs. 15,000/- per month.	1,80,000/-	1,80,000/-	3,60,000/-
For HIT Kolkatta:			
(a) ICT Expert (1 nos.) @ Rs. 30,000/- who will work as Senior software developer.	3,60,000/-	3,60,000/-	7,20,000/-
(b) Project Assistant (1 nos.) @ Rs. 22,000/- who will work as Junior software developer.	2,64,000/-	2,64,000/-	5,28,000/-
<i>Sub-Total</i>	<i>10,68,000/-</i>	<i>10,68,000/-</i>	<i>21,36,000/-</i>
<b>2) CONSUMABLES</b>			
No amount is quoted by the P.I under this head.	Nil	Nil	Nil

*A. Ashutosh*

<b>3) TRAVEL</b>			
For IIM Kolkata:			
(a) Project activity	50,000/-	50,000/-	1,00,000/-
(b) Field activities			
(c) DST review meetings			
For HIT Kolkata:			
(a) Project activity	50,000/-	50,000/-	1,00,000/-
(b) Field activities			
(c) DST review meetings			
<b>Sub-Total</b>	<b>1,00,000/-</b>	<b>1,00,000/-</b>	<b>2,00,000/-</b>
<b>4) FIELD TESTING/DEMO/TRAININGS</b>			
For IIM Kolkata:			
(a) Community training and mobilization expenses	40,000/-	80,000/-	1,20,000/-
<b>5) CONTINGENCY ( @ 3%) (The amount quoted for internet and stationaries under 'Equipment' head to be considered under this)</b>			
For IIM Kolkata:	16,020/-	17,220/-	33,240/-
For HIT Kolkata:	20,220/-	20,220/-	40,440/-
<b>Sub-Total</b>	<b>36,240/-</b>	<b>37,440/-</b>	<b>73,680/-</b>
<b>6) OVERHEADS ( @ 5%)</b>			
For IIM Kolkata:	27,501/-	29,561/-	57,062/-
<b>Sub-Sub-Total</b>			
For IIM Kolkata:	5,77,521/-	6,20,781/-	11,98,302/-
For HIT Kolkata:	6,94,220/-	6,94,220/-	13,88,440/-
<b>Sub-Total (A)</b>	<b>12,71,741/-</b>	<b>13,15,001/-</b>	<b>25,86,742/-</b>

### B. CAPITAL COMPONENT

	I Year (₹)	II Year (₹)	Total (₹)
<b>1) EQUIPMENT</b>			
For IIM Kolkata:			
(a) Desktop P.C (3 nos.) @ Rs. 32,214/- per unit.	96,642/- (including 18% GST)	-	96,642/-
(b) Large T.V (3 nos.) @ Rs. 18,500/- per unit.	55,500/- (including 28% GST)	-	55,500/-
(c) Printer (1 nos.) @ Rs. 8,968/-	8,968/- (including 18% GST)	-	8,968/-
(d) Wi-Fi Router (3 nos.) @ Rs. 1,888/- per unit.	5,664/- (including 18% GST)	-	5,664/-
(e) 8" Samsung tablet (6 nos.) @ Rs. 11,000/- per unit.	66,000/- (including 18% GST)	-	66,000/-
(f) Smart phone (3 nos.) @ Rs. 11,000/- per unit.	33,000/- (including GST)	-	33,000/-
(g) Laptop (1 nos.) @ Rs. 30,200/-	30,200/- (including GST)	-	30,200/-
<b>Sub-Sub-Total</b>	<b>2,95,974/-</b>	<b>-</b>	<b>2,95,974/-</b>
For HIT Kolkata:			

*Handwritten signature*

(a) Smart phone (3 nos.) @ Rs. 11,000/- per unit.	33,000/- (including GST)	-	33,000/-
(b) Laptop (2 nos.) @ Rs. 30,200/- per unit.	60,400/- (including GST)	-	60,400/-
<b>Sub-Sub-Total</b>	<b>93,400/-</b>	-	<b>93,400/-</b>
<b>Sub-Total (B)</b>	<b>3,89,374/-</b>	-	<b>3,89,374/-</b>

	I Year (₹)	II Year (₹)	Total (₹)
<b>Grand Total for IIM Kolkata</b>	8,73,495/-	6,20,781/-	14,94,276/-
<b>Grand Total for HIT Kolkata</b>	7,87,620/-	6,94,220/-	14,81,840/-
<b>Grand Total (A+B)</b>	<b>16,61,115/-</b>	<b>13,15,001/-</b>	<b>29,76,116/-</b>

2. Sanction of the President is also accorded to the payment of Rs.12,71,741/- (Rupees Twelve lakh Seventy one thousand Seven hundred forty one only) to Indian Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104, with IIM Kolkata share of Rs. 5,77,521/- and HIT, Kolkata share of Rs. 6,94,220/- being the first installment of grant **under general component head** for implementation of the said project.
3. This sanction is subject to the condition that the grantee organisation will furnish to the Department of Science & Technology, financial year wise Utilization Certificate of expenditure (UC) in the proforma prescribed as per GFR 2017 and audited statement of expenditure (SE) along with up to date progress report at the end of each financial year duly reflecting the interest earned / accrued on the grants received under the project. This is also subject to the condition of submission of the final statement of expenditure, utilization certificate and project completion report within one year from the scheduled date of completion of the project.
4. The grantee organisation will have to enter & upload the Utilization Certificate in the PFMS portal besides sending it in physical form to this Division. The subsequent/final instalment will be released only after confirmation of the acceptance of the UC by the Division and entry of previous Utilization Certificate in the PFMS.
5. If the grant has been released under capital head through separate sanction order under the same project for purchase of equipment(s), separate SE/UC has to be furnished for the released Capital head grant.
6. The grant-in-aid being released is subject to the condition that
- transparent procurement procedure in line with the Provisions of General Financial Rules 2017 will be followed by the Institute/Organisation under the appropriate rules of the grantee organisation while procuring capital assets sanctioned for the above mentioned project and a certificate to this effect will be submitted by the Grantee organisation immediately on receipt of the grant;
  - While submitting Utilisation Certificate/Statement of Expenditure, the organisation has to ensure submission of supporting documentary evidences with regard to purchase of equipment/capital assets as per the provisions of GFR 2017. Subsequent release of grants under the project shall be considered only on receipt of the said documents.
7. The grantee organization will maintain separate audited account for the project and the entire amount of grant will be kept in an interest bearing bank account. For Grants released during F.Y. 2017-18 and onwards, all interests and other earnings, against released Grant shall be remitted to Consolidated Fund of India (through Non-Tax

Receipt Portal (NTRP), i.e., www.Bharatkosh.gov.in), immediately after finalization of accounts, as it shall not be adjusted towards future release of grant. A certificate to this effect shall have to be submitted along with Statement of Expenditure/Utilization Certificate for considering subsequent release of grant/closure of project accounts. GI should also follow Rule 230(17) of GFR-2017 concerning reservation of SC/ST/OBC, if applicable.

8. DST reserves sole rights on the assets created out of grants. Assets acquired wholly or substantially out of government grants (except those declared as obsolete and unserviceable or condemned in accordance with the procedure laid down in GFR 2017), shall not be disposed of without obtaining the prior approval of DST.

9. In case the scheme provides for payment of honorarium / remuneration / fellowship / scholarship to the PI, a para may suitably be incorporated in the DSO to the effect that "PI is not drawing any emoluments/ salary/fellowship from any other project either supported by DST or by any other funding agency.

10. The account of the grantee organisation shall be open to inspection by the sanctioning authority and audit (both by C&AG of India and Internal Audit by the Principal Accounts Office of the DST), whenever the organisation is called upon to do so, as laid down under Rule 236(1) of General Financial Rules 2017.

11. Due acknowledgement of technical support / financial assistance resulting from this project grant should mandatorily be highlighted by the grantee organisation in bold letters in all publications / media releases as well as in the opening paragraphs of their Annual Reports during and after the completion of the project.

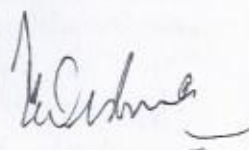
12. Failure to comply with the terms and conditions of the Bond will entail full refund with interest in terms of Rule 231 (2) of GFR 2017.

13. The expenditure involved is debitable to Demand No.86, Department of Science & Technology for the year 2019-20:

3425 : Other Scientific Research (Major Head)  
60. : Others: (Sub-Major Head)  
789 : Scheduled Castes Component  
15 : Innovation, Technology Development and Deployment  
15.00.31 : Grants-in-aid General for the year 2019-20  
(Previous : SEED-SCSP-3425.60.789.01.01.31)

14. The amount of Rs. 12,71,741/-(Rupees Twelve lakh Seventy one thousand Seven hundred forty one only) will be drawn by the Drawing and Disbursing Officer, DST and will be disbursed to Indian Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104. The bank details for electronic transfer of funds through RTGS are given below:-

i)	Name of Account Holder	Indian Institute of Management Calcutta
ii)	Name of the Bank & Branch	State Bank of India, IIM Joka Branch (Kolkata - 700104)
iii)	Bank Account Number	39174912487
iv)	IFSC code	SBIN0006210
vi)	MICR Code	700002130



15. As per rule 149 of GFR, the procurement of Goods & Services is mandatory for Goods and/or Services available on GeM and the same may be followed as far as possible.

16. As per Rule 234 of GFR 2017, this sanction has been entered at S. No. 55 in the register of grants maintained in the Division for the scheme SEED Division (Scheduled Caste Sub Plan).

17. This issues with the concurrence of IFD Vide their Concurrence Dy.No.C/6243 /IFD/2019-20 dated the 13.3.20.

18. It is mandatory to use EAT module in PFMS since 15.6.18, failing which no further funds shall be released.



(Konga Gopikrishna)  
Scientist -E/011-26590298

To  
The Pay and Accounts Officer,  
Department of Science & Technology,  
New Delhi.

Copy for information and necessary action to:-

1. Cash Section (3 copies) for making the payment to the grantee, Account Section
2. Director of Audit, (Scientific Deptt.) AGCR Building, New Delhi - 110 002.
3. Registrar, Indian Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104
4. Prof. Somprakash Bandyopadhyay, Management Information System Group, Indian Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104
5. Head, Heritage Institute of Technology(HIT), Chowbaga Road, Anandapur, East Kolkata Township, Kolkata- 700 107
6. Head(SEED)
7. Office copy



(Konga Gopikrishna)  
Scientist -E/011-26590298



F.No. DST/SEED/SCSP/STI/2019/106 (C)

Government of India  
Ministry of Science & Technology  
Department of Science & Technology  
(SEED Division)

Technology Bhavan, New Delhi  
Dated, the 13<sup>th</sup> March, 2020

**ORDER**

Sub:- Financial Assistance for the project titled "Creating a digitally enabled social knowledge management platform for rural SC community to bridge rural-urban knowledge, information and market divide" under the Guidance of Prof. Somprakash Bandyopadhyay, Management Information System Group, Indian Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104-release of first capital installment reg.

In continuation to this Department's sanction order of even number dated 13<sup>th</sup> March, 2020, Sanction of the President is accorded to the release of an amount Rs. 3,89,374/- (Rupees Three lakh eighty nine thousand three hundred seventy four only) to Indian Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104, for purchase of equipment under "**creation of capital assets**". The organization should utilize the released funds for procurement of equipments during the first year for implementation of the said project or else it has to be deposited back in Government accounts. The details of the equipment to be procured are given below:

**CAPITAL COMPONENT**

	I Year (₹)	II Year (₹)	Total (₹)
<b>1) EQUIPMENT</b>			
For IIM Kolkata:			
(a) Desktop P.C (3 nos.) @ Rs. 32,214/- per unit	96,642/- (including 18% GST)	-	96,642/-
(b) Large T.V (3 nos.) @ Rs. 18,500/- per unit	55,500/- (including 28% GST)	-	55,500/-
(c) Printer (1 nos.) @ Rs. 8,968/-	8,968/- (including 18% GST)	-	8,968/-
(d) Wi-Fi Router (3 nos.) @ Rs. 1,888/- per unit	5,664/- (including 18% GST)	-	5,664/-
(e) 8" Samsung tablet (6 nos.) @ Rs. 11,000/- per unit.	66,000/- (including 18% GST)	-	66,000/-
(f) Smart phone (3 nos.) @ Rs. 11,000/- per unit.	33,000/- (including GST)	-	33,000/-
(g) Laptop (1 nos.) @ Rs. 30,200/-	30,200/- (including GST)	-	30,200/-
<b>Sub-Sub-Total</b>	<b>2,95,974/-</b>	-	<b>2,95,974/-</b>
For HIT Kolkata:			
(a) Smart phone (3 nos.) @ Rs. 11,000/- per unit	33,000/- (including GST)	-	33,000/-
(b) Laptop (2 nos.) @ Rs. 30,200/- per unit	60,400/- (including GST)	-	60,400/-
<b>Sub-Sub-Total</b>	<b>93,400/-</b>	-	<b>93,400/-</b>
<b>Sub-Total (B)</b>	<b>3,89,374/-</b>	-	<b>3,89,374/-</b>

2. The expenditure involved will be debit to Demand No.86, Department of Science & Technology for the year 2019-20:

*[Handwritten signature]*

3425 : Other Scientific Research (Major Head)  
60. : Others: (Sub-Major Head)  
789 : Scheduled Castes Component  
15 : Innovation, Technology Development and Deployment  
15.00.35 : Grants for creation of capital assets for the year 2019-20  
(Previous : SEED-SCSP-3425.60.789.01.01.35)

3. This amount of Rs. 3,89,374/- (Rupees Three lakh eighty nine thousand three hundred seventy four only) will be drawn by the Drawing and Disbursing Officer, DST and disbursed to Indian Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104. The bank details for electronic transfer of funds through RTGS are given below:-

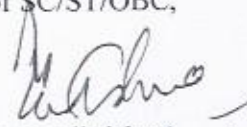
i)	Name of Account Holder	Indian Institute of Management Calcutta
ii)	Name of the Bank & Branch	State Bank of India, IIM Joka Branch (Kolkata - 700104)
iii)	Bank Account Number	39174912487
iv)	IFSC code	SBIN0006210
vi)	MICR Code	700002130

4. As per rule 149 of GFR, the procurement of Goods & Services is mandatory for Goods and/or Services available on GeM and the same may be followed as far as possible.

5. As per Rule 234 of GFR 2017, this sanction has been entered at S. No. 56 in the register of grants maintained in the Division for the scheme SEED Division (Scheduled Caste Sub Plan).

6. This issues with the concurrence of IFD Vide their Concurrence Dy.No.C/6244 /IFD/2019-20 dated the 13<sup>th</sup> March 2020 .

7. The grantee organization will maintain separate audited account for the project and the entire amount of grant will be kept in an interest bearing bank account. For Grants released during F.Y. 2017-18 and onwards, all interests and other earnings, against released Grant shall be remitted to Consolidated Fund of India (through Non-Tax Receipt Portal (NTRP), i.e., www.Bharatkosh.gov.in), immediately after finalization of accounts, as it shall not be adjusted towards future release of grant. A certificate to this effect shall have to be submitted along with Statement of Expenditure/Utilization Certificate for considering subsequent release of grant/closure of project accounts. GI should also follow Rule 230(17) of GFR-2017 concerning reservation of SC/ST/OBC, if applicable.

  
(Konga Gopikrishna)  
Scientist -E/011-26590298

To  
The Pay and Accounts Officer,  
Department of Science & Technology,  
New Delhi.

Copy for information and necessary action to:-

1. Cash Section (3 copies) for making the payment to the grantee, Account Section
2. Director of Audit, (Scientific Deptt.) AGCR Building, New Delhi - 110 002.
3. Registrar, Indian Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104

4. Prof: Somprakash Bandyopadhyay, Management Information System Group, Indian

Institute of Management Calcutta, Joka, Diamond Harbour Road, Kolkata- 700 104

5. Head, Heritage Institute of Technology(HIT), Chowbaga Road, Anandapur, East  
Kolkata Township, Kolkata- 700 107

6. Head(SEED)

7. Office copy



(Konga Gopikrishna)  
Scientist-E/011-26590298



## Partnership Agreement

2018-0031/001-001  
585868-EPP-1-2017-1-ES-EPPKA2-CBHE-JP

Tuning India  
T-India

The present Partnership Agreement, hereinafter referred to as "the Agreement", is made and entered into by and between,

**University of Deusto**  
Avenida de las Universidades 24  
48007 Bilbao  
Spain

hereinafter referred to as the "coordinator", represented for the purposes of signature of the Agreement by **José M. Guibert, Rector**, the legal representative as defined in the Grant Agreement 2018-0031/001-001,

and the following beneficiary:

**Kalyan Bharti Trust (Heritage Institute of Technology)** – established in India,

hereinafter referred to as the "beneficiary", represented for the purposes of signature of this Agreement by their legal representatives, according to the Mandates previously signed and attached to the Grant Agreement (here in Annex IV).

Where a provision applies without distinction to the "coordinator" and the "beneficiaries", for the purpose of this Agreement they will be collectively referred to as the "beneficiaries".

The parties hereby have agreed as follows:

## Article 1

### Subject of the Partnership Agreement

1.1 This Agreement defines the terms that govern the relations between the parties, by establishing their rights and obligations, and lays down the rules of procedure for the work to be carried out in order to successfully implement the Erasmus+ CBHE **Tuning India (T-India)** project (hereinafter referred to as the "project").

1.2 The coordinator and the beneficiaries, undertake to do everything in their power to carry out the work programme forming the subject of this Agreement, which falls within the framework of the **Grant Agreement 2018-0031/001-001**, concluded between the coordinator and the Education, Audiovisual and Culture Executive Agency (hereinafter referred to as the "Executive Agency"), related to the above-mentioned project.

1.3 The subject matter of this Agreement and the related work programme are detailed in the annexes of the Grant Agreement. The respective Grant Agreement terms and conditions, related annexes and guidelines, shall form an integral part of the present Agreement, and take precedence over it (see Article 20 of the present Agreement for the list of annexes).

1.4 The coordinator and the beneficiaries shall be bound by the terms and conditions of this Agreement, the Grant Agreement and any further amendments of the latter.

## Article 2

### Duration

2.1 This Agreement shall **enter into force on the date the last party signs but shall have retroactive effect from the starting date of the eligibility period** laid down in the Grant Agreement.

2.2 The period of eligibility of the activities and the costs shall be in accordance to the dispositions of the Grant Agreement or any subsequent amendments of it.

2.3 The present Agreement shall **remain in force until the coordinator has been discharged in full of his obligations** arising from the Grant Agreement signed with the Executive Agency.

## Article 3

### Obligations and responsibilities

3.1 General obligations and role of the beneficiaries (including the coordinator).

The beneficiaries:

- (a) are jointly responsible for carrying out the activities attributed to them, and shall conduct the work in accordance with the work programme and schedule set forth in the Grant Agreement and approved application, working to the best of their abilities to achieve the defined results and taking full responsibility for their work in accordance with accepted professional principles;
- (b) undertake to comply with all the provisions of the Grant Agreement and its annexes, with all the provisions of this Agreement, as well as with EU and national legislation;
- (c) are jointly responsible for complying with any legal obligations incumbent on them jointly or individually;
- (d) shall provide staff, facilities, equipment and material to the extent needed for executing the activities as specified in the work programme;
- (e) shall be responsible for the sound financial management and cost efficiency of the funds allocated to the project.

### 3.2 Specific obligations and role of the coordinator.

The coordinator undertakes to:

- (a) be responsible for the overall coordination, management and implementation of the project in accordance with the Grant Agreement;
- (b) be the intermediary for all communication between the beneficiaries and the Executive Agency, and inform the beneficiaries of any relevant communication exchanged with the Executive Agency;
- (c) inform the beneficiaries of any changes connected to the project or to the Grant Agreement, or of any event likely to substantially affect the implementation of the action;
- (d) as the sole recipient of payments on behalf of all beneficiaries, transfer funds to the beneficiaries without unjustified delay and in accordance with the dispositions for payments laid down in Article 5 of this Agreement;
- (e) manage and verify the appropriate spending of the funds in accordance with the dispositions of the Grant Agreement and this Agreement;
- (f) comply with all reporting requirements *vis-à-vis* the Executive Agency, as per the dispositions of Article I.4 of the Grant Agreement. The coordinator shall not delegate any part of this task to any party;
- (g) establish payment requests on behalf of the beneficiaries, as per the dispositions of Article I.4 of the Grant Agreement;
- (h) provide one copy of this Agreement duly signed to each beneficiary and to the Executive Agency within 6 months of the signature of the Grant Agreement.
- (i) provide the beneficiaries with official documents related to the project, such as the signed Grant Agreement and its annexes, the Guidelines for the Use of the Grant, the various reports templates and any other relevant document concerning the project.
- (j) transmit to the beneficiaries the copies of all reports submitted to the Executive Agency, as well as copies of any feedback letters received from the Agency following report assessment and field monitoring visits.

### 3.3 Specific obligations and role of each beneficiary (excluding the coordinator).

Each beneficiary undertakes to:

- (a) ensure adequate communication with the coordinator and with the other beneficiaries;
- (b) support the coordinator in fulfilling its tasks according to the Grant Agreement;
- (c) submit in due time to the coordinator all relevant data needed to draw up the reports, financial statements and any other documents provided for in the Grant Agreement, as well as all necessary documents in the events of audits, checks or evaluations;
- (d) provide the coordinator with any other information or documents it may require and which are necessary for the management of the project;
- (e) notify the coordinator of any event likely to substantially affect or delay the implementation of the action, as well as of any important deviation of the project (e.g. replacement of the project contact person, changes in partner's budget, deviations from work plan etc.);
- (f) inform the coordinator of any change in its legal, financial, technical, organisational or ownership situation and of any change in its name, address or legal representative.

## Article 4

### Financing the action

4.1 The maximum Erasmus+ grant contribution to the project for the contractual period covered by the Grant Agreement amounts to **EUR 950.864,00** and shall take the form as stipulated in Annex III of the Grant Agreement.

4.2 The Erasmus+ grant contribution is awarded to the partnership under the form of:

- a "**reimbursement of actual costs**" for Equipment and Subcontracting Costs

- a "**unit contribution**" to the costs incurred for Staff Costs, Travel Costs and Costs of Stay

4.3 The grant contribution to the project is intended to cover **only part of the costs actually incurred** by the beneficiaries in carrying out the activities foreseen. **The beneficiaries commit to provide additional resources to the project so as to ensure its full implementation** in accordance with the Grant Agreement.

4.4 Full details of the estimated budget breakdown per funding source, beneficiary and budget category is given in Annex I of this Agreement.

## Article 5

### Payment arrangements

5.1 The coordinator will transfer the part of the Erasmus+ grant contribution corresponding to each individual beneficiary using the accounts stipulated in Annex VI and/or Annex VIII of this Agreement (see Annex II and Annex III for details and modalities).

5.2 The transfer of the Erasmus+ grant contribution to individual beneficiaries will be implemented in accordance with the following timetable and procedure:

#### **Reimbursement of costs incurred**

**Within 30 days of receipt of the necessary proofs of expenditure/activity** (as specified in the Guidelines for the Use of the Grant), the coordinator will reimburse to the beneficiary's account (**either institutional or personal bank accounts**, depends on the nature of the expenditure/activity) **the costs incurred within the estimated budget breakdown** identified under Annex I of the Agreement.

5.3 **Beneficiaries are obliged to use the Erasmus+ grant contribution exclusively for the purposes defined by the project**, and in accordance with the terms and provisions of the present Agreement and the Grant Agreement and its annexes. Erasmus+ grant **amounts received in advance and not used by the beneficiaries will be reimbursed to the coordinator** at the latest 30 days after the end of the project's contractual period.

5.4 If there is a difference between the amount of the Erasmus+ grant contribution actually used by the partnership and the amount of expenditure declared eligible by the Executive Agency at the end of the project, the following procedure will apply: **the beneficiary responsible for the expenditure declared ineligible will reimburse the corresponding amount to the coordinator.**

5.5 The costs of financial transfers shall be borne as following: **all costs of dispatch/receipt charged by the bank of the beneficiary**, and costs of repeated transfers caused by beneficiary, **will be covered by the beneficiary** that receive the related receipt/transfer or generate repeated transfers.

## Article 6

### Reporting

6.1 The coordinator is responsible for submitting in due time to the Executive Agency all reports and financial statements as required in the Grant Agreement. For this purpose and **in a timely manner, the beneficiaries commit to provide the coordinator with all necessary information** and, if applicable, copies of supporting documents needed for drawing up reports, financial statements and any other documents required in the Grant Agreement.

6.2 The coordinator shall provide the beneficiaries with the appropriate reporting forms for the declaration of expenses/activities and the respective instructions for their completion. These reports must be drawn up in EURO.

6.3 **The beneficiaries shall keep a record** of any expenditure/activity incurred under the project and all proofs and related documents **for a period of 5 years after the payment of the final balance** under the Grant Agreement. The coordinator may reject any item which cannot be justified in accordance with the rules set out by the Executive Agency in the Grant Agreement and in the Guidelines for the Use of the Grant.

## Article 7

### Budgetary and financial management

7.1 The Erasmus+ grant contribution to the project's **staff costs, travel costs and costs of stay will be calculated on the basis of "unit contributions"** whose individual amounts are specified in the Erasmus+ Programme Guide, in the Guidelines for the Use of the Grant.

7.2 **For the implementation of the project** and the beneficiary's reimbursement of costs incurred in terms of staff, travel and costs of stay, the partnership will:

- **apply the unit costs** amounts defined in the Erasmus+ Programme Guide and in the Guidelines for the Use of the Grant, **and**
- **use the procedure described** hereafter (in **Annex II** and **Annex III** of this Agreement).

7.3 The Erasmus+ grant contribution to the project's **equipment and subcontracting costs will be based on the justification of the costs actually incurred**. This justification will take the form of the support documentation specified in the relevant section of the Guidelines for the Use of the Grant.

7.4 The beneficiaries confirm that they **respect the social and labour legislation of their country** regarding the costs of staff contributing to the project.

7.5 Each **beneficiary is responsible for ensuring adequate insurance arrangements** for their staff while participating in project activities.

## Article 8

### General administrative provisions

8.1 Any important project related **communication between the parties shall be done in writing** and addressed to the appointed project manager of each beneficiary, as per the details below:

#### For the coordinator:

**Project Coordinator**  
**Pablo Beneitone**  
pablo.beneitone@deusto.es

**Project Manager**  
**Ivan Dyukarev**  
ivan.dyukarev@deusto.es

**Project Officer**  
**Sara Goitia**  
sara.goitia@deusto.es

#### For the beneficiary:

**Contact Person**  
**Pranay Chaudhuri**  
pranay.chaudhuri@heritageit.  
edu



8.2 Any changes to the above information should be communicated in a timely manner.

### Article 9

#### Promotion and visibility

9.1 The coordinator and the beneficiaries shall ensure adequate promotion of the project and commit to playing an active role in any actions organised to capitalise on, exploit / disseminate the results of the project.

9.2 **Any notice or publication by the project**, including at a conference or a seminar, must specify that the project is being co-financed by EU funds within the framework of the Erasmus+ Programme, and **must comply with the visibility rules** laid down in Articles I.10.8 and I.10.9 of the Grant Agreement, as well as in section 1.6 of the Guidelines for the Use of the Grant.

### Article 10

#### Confidentiality and data protection

10.1 The coordinator and the beneficiaries undertake to preserve the confidentiality of **any document, information or other material directly related to the subject of the Agreement that is duly classed as confidential**, if disclosure could cause prejudice to the other party. The parties shall remain bound by this obligation beyond the closing date of the action.

10.2 All personal data contained in or relating to this Agreement shall be processed in accordance with the dispositions of Article II.6 of the Grant Agreement.

### Article 11

#### Ownership and property rights

11.1 **The ownership of all project results**, including copyrights and intellectual property rights, as well as all reports and other documentation resulting from the action, **shall be vested in the beneficiaries**, in compliance with Article I.7 of the Grant Agreement.

11.2 Materials already developed and brought in may be only used within the scope of the project as templates of good practice. Copyrights shall be strictly safeguarded and permission for reproduction and scale of production has to be settled beforehand.

### Article 12

#### Liability

12.1 Each of the contracting parties discharges the other of any civil liability for any damages suffered by itself or its staff/students as a result of the performance of this Agreement, insofar as such damages are not due to serious or intentional negligence or fault of the other party or its staff/students.

### Article 13

#### Conflict of interest

13.1 The coordinator and beneficiaries must undertake **all necessary precautions to prevent any risk of conflicts of interest** which could affect their impartial and objective performance of the Agreement. Such conflict of interest could arise in particular as a result of **economic interest, political or national affinity, family or emotional reasons, or any other shared interest**.

13.2 Any situation constituting or likely to lead to any such conflict should be brought to the attention of the coordinator without delay, and the beneficiary in cause shall undertake to take all necessary measures to rectify this situation at once.

13.3 The coordinator will decide if it is deemed necessary to inform the Executive Agency as provided for in Article II.4 of the Grant Agreement.

#### **Article 14**

##### **Working languages**

14.1 **The working language** of the partnership shall be **English**.

14.2 Both parties commit in allocating to the project **staff with enough knowledge of the working language**, allowing a smooth communication and understanding of the matters discussed.

#### **Article 15**

##### **Conflict resolution**

15.1 **In case of conflict** between the project partners resulting from the interpretation or the application of this Agreement, or in connection with the activities contained within, the parties involved shall make the **effort to come to an amicable arrangement rapidly** and in the spirit of good cooperation.

15.2 **Disputes should be addressed in writing to the project Steering Committee** (or a body consisting of representatives of all the project partners), that will try to mediate in order to resolve the conflict.

#### **Article 16**

##### **Applicable law and jurisdiction**

16.1 **This Agreement is governed by the Spanish law**, being the law of the coordinator's country.

16.2 In case of any disputes on matters under this Agreement, which cannot be resolved by an amicable settlement, the matter shall have to be decided **in accordance with the jurisdiction of the coordinator's country (Spain)**.

16.3 If any provision of this Agreement or the application of any such provision shall be considered invalid or unenforceable in whole or in part for legal requirements, all other stipulations remain valid and binding to both parties.

16.4 If any provision in this Agreement should be wholly or partly ineffective, the parties to this Agreement undertake to replace the ineffective provision by an effective provision which comes as close as possible to the purpose of the ineffective provision.

16.5 This Agreement is concluded in English. In the event of translation of this Agreement and its annexes, the **English version shall prevail**.

#### **Article 17**

##### **Termination of the Agreement**

17.1 In the event that any of the beneficiaries fail to perform any obligations under the present Agreement or the Grant Agreement, the coordinator may terminate their participation in the project, upon formal written authorisation by the Executive Agency.

17.2 The coordinator shall notify the beneficiary in cause by registered letter. The beneficiary has one month to supply all relevant information to appeal the decision.

#### **Article 18**

##### **Force Majeure**

18.1 If either parties face a case of *force majeure* (as per defined in article II.14 of the Grant Agreement), it shall promptly notify the other party in writing, specifying the nature, probable duration and expected effects of this event.

18.2 Neither of the parties shall be deemed in breach of its obligations if it has been prevented from performing its tasks due to *force majeure*. The parties shall take all necessary measures to minimise possible damage to successful project implementation.

#### **Article 19 Amendments**

19.1 Any amendments to this Agreement must be made in writing by means of a Supplementary Agreement, and become effective when signed by the authorised legal representatives of both parties. No oral agreement may bind the parties to this effect.

19.2 The amendment may not have the purpose or the effect of making changes which might call into question the dispositions of the Grant Agreement.

#### **Article 20 Annexes**

Annex I - Budget/Expenditure/Co-financing breakdown per partner and budget category.

Annex II - Remuneration modalities of staff involved in the project.

Annex III - Reimbursement modalities for travel costs and costs of stay.

Annex IV - Copy of the Grant Agreement signed between the coordinator and the Executive Agency, its annexes, and any existing amendment.

Annex V - Guidelines for the use of the grant.

Annex VI - Bank account of beneficiary organisation.

Annex VII - Declaration on employment relationship of beneficiary's staff participating in the project and copy of the contracts.

Annex VIII – Individual bank accounts of each staff participating in the project.

Annex IX - Internal reporting forms.

Annex X - Management of project and consortium decision making.

Annex XI – Subject Area Groups.

**We, the undersigned, declare to have read and accepted the terms and conditions of this Agreement as described here before, including the annexes thereto.**

**For the Coordinator**  
The legal representative  
**José M. Guibert, Rector**

**For the Beneficiary**  
The legal representative

Done in **Bilbao**

Done in **Kolkata**

Date

Date

Stamp

Stamp

## Annex I - Budget/Expenditure/Co-financing breakdown per partner and budget category.



Key Action 2: Cooperation for innovation and the exchange of good practices  
Capacity Building in the field of higher education

Before completing this table please read carefully the instructions available on  
**CALL FOR PROPOSALS 2017 – EAC/A03/2016 - Erasmus+ Programme (C2016/386/09)**  
Programme guide and instructions for applicants

Action	Structural Project
Duration number of months	36
Project Acronym	T-India
Project Title	Tuning India

EU GRANT REQUESTED FROM THE EUROPEAN UNION (in EUR)					
1. Staff Costs	372,024.00 Cannot exceed 40% of total A.				
2. Travel Costs	216,040.00				
3. Costs of Stay	319,200.00				
4. Equipment Costs	0.00 Cannot exceed 30% of total A.				
5. Subcontracting Costs	43,600.00 Cannot exceed 10% of total A.				
<b>A. Grant for Project Activities</b>	<b>950,864.00 Should be equal or above EUR 500,000.00 and cannot exceed EUR 1,000,000.00</b>				
<b>B. Additional Grant for Special Mobility Strand</b>	0.00 Value cannot exceed 80% of total A				
	Students from Partner Countries	Amounts (in EUR)	0.00	Number of Participants	0
	Students from Programme Countries	0.00	0		
Staff from Partner Countries	0.00	0			
Staff from Programme Countries	0.00	0			
<b>Total Grant requested from the European Union (A + B)</b>	<b>950,864.00</b>				

DISTRIBUTION OF THE GRANT BY ORGANISATION (in EUR)										
Partner N°	Name of Partner	Country	PRPA	1. Staff Costs	2. Travel Costs	3. Costs of Stay	4. Equipment Costs	5. Subcontracting Costs	B. Special Mobility Strand	Total Costs (in EUR)
P1	Universidad de Deusto (UD)	Spain	Programme Countries	145,222.00	47,975.00	46,200.00	-	-	-	272,197.00
P2	Rijksuniversiteit Groningen (RUG)	Netherlands	Programme Countries	27,982.00	21,330.00	25,200.00	-	-	-	74,512.00
P3	Trinity College Dublin (TCD)	Ireland	Programme Countries	18,832.00	18,365.00	21,000.00	-	-	-	58,297.00
P4	Università di Bologna (BOLOGNA)	Italy	Programme Countries	14,286.00	15,860.00	18,480.00	-	-	-	48,626.00
P5	Education for an Interdependent World (EDIW)	Belgium	Programme Countries	24,986.00	16,685.00	21,000.00	-	-	-	62,671.00
P6	Datta Meghe Institute of Medical Sciences (DMIMS)	India	Partner Countries	6,768.00	4,660.00	9,240.00	-	-	-	20,668.00
P7	University of Calicut (CU)	India	Partner Countries	3,866.00	3,845.00	5,040.00	-	-	-	17,251.00
P8	King George's Medical University (KGMU)	India	Partner Countries	6,768.00	4,015.00	7,560.00	-	-	-	18,343.00
P9	Jawahar Lal Nehru University (JNU)	India	Partner Countries	12,783.00	7,400.00	14,280.00	-	-	-	34,463.00
P10	Jagran Lakshya University (JLU)	India	Partner Countries	17,334.00	13,950.00	31,080.00	-	-	-	62,374.00
P11	Savitribai Phule Pune University (SPPU)	India	Partner Countries	11,336.00	6,850.00	12,600.00	-	5,400.00	-	36,186.00
P12	Adamas University (AU)	India	Partner Countries	6,768.00	4,415.00	7,560.00	-	-	-	18,743.00
P13	International Institute of Information Technology (IIIT-B)	India	Partner Countries	6,768.00	4,945.00	8,400.00	-	-	-	20,113.00
P14	Manipal Academy of Higher Education (MAHE)	India	Partner Countries	12,876.00	8,770.00	17,640.00	-	5,400.00	-	44,686.00
P15	GD Goenka University (GDGU)	India	Partner Countries	15,612.00	11,695.00	31,080.00	-	-	-	58,387.00
P16	PSG Institute of Medical Sciences and Research (PSGIMSR)	India	Partner Countries	6,768.00	4,385.00	7,560.00	-	-	-	18,713.00
P17	Gokula Education Foundation Medical (GEFM)	India	Partner Countries	6,768.00	3,845.00	5,040.00	-	-	-	15,653.00
P18	Vinoba Bhave University (VBU)	India	Partner Countries	11,190.00	9,150.00	17,640.00	-	-	-	37,980.00
P19	IIS University Trust (IIS)	India	Partner Countries	6,768.00	4,015.00	7,560.00	-	-	-	18,343.00
P20	Kalyan Bharti Trust (KBT)	India	Partner Countries	6,768.00	3,845.00	5,040.00	-	-	-	15,653.00
P21				-	-	-	-	-	-	-
P22				-	-	-	-	-	-	-
P23				-	-	-	-	-	-	-
P24				-	-	-	-	-	-	-
P25				-	-	-	-	-	-	-
P26				-	-	-	-	-	-	-
P27				-	-	-	-	-	-	-
P28				-	-	-	-	-	-	-
P29				-	-	-	-	-	-	-
P30				-	-	-	-	-	-	-
P31				-	-	-	-	-	-	-
P32				-	-	-	-	-	-	-
P33				-	-	-	-	-	-	-
P34				-	-	-	-	-	-	-
P35				-	-	-	-	-	-	-
P36				-	-	-	-	-	-	-
P37				-	-	-	-	-	-	-
P38				-	-	-	-	-	-	-
P39				-	-	-	-	-	-	-
P40				-	-	-	-	-	-	-
P41				-	-	-	-	-	-	-
P42				-	-	-	-	-	-	-
P43				-	-	-	-	-	-	-
P44				-	-	-	-	-	-	-
P45				-	-	-	-	-	-	-
P46				-	-	-	-	-	-	-
P47				-	-	-	-	-	-	-
P48				-	-	-	-	-	-	-
P49				-	-	-	-	-	-	-
P50				-	-	-	-	-	-	-
P51				-	-	-	-	-	-	-
P52				-	-	-	-	-	-	-
P53				-	-	-	-	-	-	-
P54				-	-	-	-	-	-	-
P55				-	-	-	-	-	-	-

Detailed budget is presented in the file "Annex I - T-India Detailed budget cbhe final PA.xlsm".

Please note that sums mentioned in the budget are provisional sums. The reimbursement will be done within the budget mentioned but in accordance with real implementation of the project and results achieved.

## Annex II - Remuneration modalities of staff involved in the project.

**Staff costs will be paid** on the basis of the distribution between the partners, only **to the staff** of partner institution actually participating in the project activities. **The existence of a formal contractual relationship between the employee (staff or natural person) and the beneficiary institutions is required in order to be eligible for the staff costs payment.**

In the context of a Capacity Building in Higher Education (CBHE) project **staff can be either:**

- a) **employed by a beneficiary institution** and therefore **part of its payroll system;**
- b) **a natural person** assigned to the project **on the basis of a contract against payment with a beneficiary institution.** For more details on the rules regarding staff costs for natural person please refer to **Annex V.**

**Transfers for staff costs payment will be made 2 times per project** – after the intermediate report and one month before the end of the project. The sum for each payment will be calculated **on the basis of actual project performance** and in accordance with the distribution of the Staff costs (see Annex I).

**Payment will be made only by bank transfer.** Payment **cannot be made in cash** for security and traceability reasons. Staff costs can only be paid **directly to the bank account of a member of staff or to institution**, if this person and his employer have signed a Joint Declaration. A Joint Declaration to be filled in for each person employed by the project and to be retained with the project accounts (rules described in section 3.3.1.1 of the Guidelines – Annex V).

In practice, a distinction can be made between **two different cases**, in particular:

- a **staff member is remunerated directly** from the project (on a full-time, part-time or occasional basis as a top-up to normal staff salary) by his/her partner institution or by the grant holder directly.
- a **staff member is not remunerated directly** from the project. **Institutions themselves are allowed to charge staff costs** (as a form of "compensation") for people who have been authorised to work for the Tempus project as **part of their normal working time** within the institution. Be aware that in this case, **the institution concerned has to be able to prove that the tasks have been carried out** (employment contract listing the task, declaration signed by Rector/Dean/Head of Dpt/staff manager, etc.).

Following abovementioned modalities, **transfers can be made in 2 forms:**

- **directly to the bank account of a member of staff;**
- **to the bank account of partner institution.**

For the purpose of the **audit, in case of transfer to the bank account of partner institution**, related institution and staff will be asked to provide **declarations on the staff costs paid** and related staff will be asked to provide **declaration on staff costs received** (templates for these declarations will be provided by coordinator before the first staff costs payment).

**The documents** that beneficiary have to prepare **for the staff costs payment** are:

- 1) **Employment contracts** for the staff in question (copies are included in Annex VII),
- 2) A duly filled-in **Joint Declaration** (If the staff member performs tasks corresponding to different categories of staff, a separate Joint Declaration must be signed for each category),
- 3) **Time-sheet,**
- 4) **Pay slips (staff) or evidence of payment (natural person)** for the period in question,
- 5) Any **material evidence** allowing to verify that the declared workload corresponds to actual activities/outputs.

### **Annex III - Reimbursement modalities for travel costs and costs of stay.**

**Travel costs and costs of stay** (including travel, accommodation, subsistence, personal or health insurance costs and entrance visas) are intended towards **participation of staff in the meetings** of the project. **The existence of a formal contractual relationship between the employee (staff or natural person) and the beneficiary institutions is required in order to participate to any travel. Thus, only persons mentioned in Annex VII, can participate in the meetings.**

Only **academic and management staff** who is **actually involved in the project activities and participation in the work of Subject Area Groups** may travel and be reimbursed for the travel costs and costs of stay.

**In order to organise project meetings, the Coordinator will provide special centralised management and logistic support.**

**Travel costs and costs of stay** are foreseen for all partner institutions and **will be covered by the Coordinator in accordance with workplan** and list of the participants. All travel costs and cost of stay will be **paid in advance directly to the person travelling** by means of buying tickets, booking hotel and meals, etc. Expenses which cannot be covered for any reason by centralised management system will be reimbursed to the person travelling **directly to the personal bank account.**

For more details on the logistic and organisation of the meeting please refer to **Annex X - Management of project and consortium decision making.**

A duly filled-in **Individual Travel Report (ITR)** - see the Guidelines for the use of the grant) has to be signed by each participant at the meeting venue. ITRs will be prepared by Coordinator and distributed during the meetings. **Supporting documentation** will have to be attached to each travel report in order to demonstrate the fact that the travel and the activity actually took place (e.g. travel tickets, boarding passes with points of departure and destination, dates and name of the person travelling, invoices, receipts, proof of attendance in meetings and/or events, agendas, tangible outputs/products, minutes of meetings).

## Annex IV - Copy of the Grant Agreement signed between the coordinator and the Executive Agency, its annexes, and any existing amendment.

Agreement number: 2018 - 0031 / 001 - 001

Multi beneficiaries model agreement: October 2016



Education, Audiovisual and Culture Executive Agency

Erasmus+: Higher Education - International Capacity Building

### GRANT AGREEMENT FOR AN ACTION WITH MULTIPLE BENEFICIARIES

Mixed financing (reimbursement based on percentage of eligible costs and lump sum(s) and/or unit contribution(s))

AGREEMENT NUMBER – 2018 - 0031 / 001 - 001

Project reference number - 585868-EPP-1-2017-1-ES-EPPKA2-CBHE-JP

The Education, Audiovisual and Culture Executive Agency (hereinafter referred to as “the Agency”), acting under powers delegated by the European Commission (hereinafter referred to as “the Commission”) represented for the purposes of signature of this Agreement by Mr Ralf Rahders Head of Unit Erasmus+: Higher Education - International Capacity Building,

on the one part,

and

UNIVERSIDAD DE LA IGLESIA DE DEUSTO ENTIDAD RELIGIOSA  
AVENIDA DE LAS UNIVERSIDADES 24,  
ES - 48007 BILBAO,

hereinafter referred to as “the coordinator”, represented for the purposes of signature of this Agreement by **José M. Guibert**, the legal representative,

and the beneficiaries listed in Annex IV duly represented by the coordinator by virtue of the mandates included in Annex IV for the signature of this Agreement, hereinafter referred to collectively as “the beneficiaries”, and individually as “beneficiary” for the purposes of this Agreement where a provision applies without distinction between the coordinator or another beneficiary.

on the other part,

Whereas the Commission has taken the decision C(2013) 8550 of 04.12.2013 authorising the use of lump sums, reimbursement on the basis of unit costs and flat-rate financing under the Erasmus+ Programme and the decision C(2014) 6158 of 03.09.2014 authorising the use of reimbursement on the basis of unit costs for Erasmus+ Programme-International dimension of higher education financed by Heading 4 funds;

**Full Grant Agreement is presented in the file “Annex IV - 585868 Tuning India Grant Agreement 0031.pdf”.**

## Annex V - Guidelines for the use of the grant.



Education, Audiovisual and Culture Executive Agency

Erasmus+ : Higher Education - International Capacity Building

### Erasmus+ Programme

#### **Capacity-Building projects in the field of Higher Education** **(CBHE)**

## Guidelines for the Use of the Grant

For grants awarded in 2017 under Call EAC/A03/2016

VERSION 02: 09 JANUARY 2018

These Guidelines for the Use of the Grant must be read jointly with the Guidelines for the Special Mobility Strand if applicable.

***Full text is available in the file “Annex V - Guidelines for the use of the grant 2017 cbhe v ii - 09 January 2018 0.pdf”.***

Please note that **Guidelines for the Use of the Grant** can be changed or updated, so it is recommended to check the last version on the following page:

**[https://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space/capacity-building-in-field-higher-education-2017\\_en](https://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space/capacity-building-in-field-higher-education-2017_en)**



**Annex VI - Bank account of beneficiary organisation.**

*(Please put here the copy of official bank letter (signed and stamped by bank) stated the data of the bank account of beneficiary organisation. The letter must be in English language and contain (at least) the name of bank; full name of account holder; full account number and all codes required for international transfers: IBAN, SWIFT, BIC.. Please delete this sentences after the completion).*

## Annex VII - Declaration on employment relationship of beneficiary's staff participating in the project and copy of the contracts.

*(Please list here all staff participating in the project – academics and managers who will be participating in the meetings, and managers/administrative staff who will not be travelling but reimbursed staff costs for work at institution. Please note that all this staff will be reimbursed within budget allocated to beneficiary – see Annex I. Please delete this sentence after the completion).*

### Declaration on employment relationship

Hereby it is declared that the following staff:

- 1) **Name**
- 2) **Name**
- 3) **Name**
- 4) **...**

has been:

- **directly hired by the beneficiary** in accordance with its national legislation;
- **hired under the technical supervision and responsibility of the beneficiary alone;**
- **remunerated in accordance with the beneficiary's normal practice** for its activities, whether or not funded by the EU.

The declaration is issued on the basis of and in accordance with the legal provisions of **Kalyan Bharti Trust (Heritage Institute of Technology)**, and is restricted for the purpose of the project **GRANT AGREEMENT 2018-0031/001-001 Tuning India 585868-EPP-1-2017-1-ES-EPPKA2-CBHE-JP**.

The declaration does not alter in any way the already existing employment conditions between **Kalyan Bharti Trust (Heritage Institute of Technology)** and above-mentioned staff.

### Copy of the contracts

*(Please put here copy of the contracts of all above-mentioned staff. Should there be any supporting documentation in other language than the 3 official EU ones (EN, FR, DE), please do not hesitate to add some handwrite notes in English to help us understanding the document. We do not need formal translation of the whole document, but the clear identification of the key words requested. Please delete this sentences after the completion).*

**Annex VIII - Individual bank accounts of each staff participating in the project.**

*(Please put here the copies of official bank letter (signed and stamped by bank) stated the data of the bank account of each staff participating in the project and mentioned in the Annex VII. The letter must be in English language and contain (at least) the name of bank; full name of account holder; full account number and all codes required for international transfers: IBAN, SWIFT, BIC.. Please delete this sentences after the completion).*

## Annex IX - Internal reporting forms.

**General reporting documents** and templates as well as instructions for operational & financial reporting can be found on the following page:

[https://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space/capacity-building-in-field-higher-education-2017\\_en](https://eacea.ec.europa.eu/erasmus-plus/beneficiaries-space/capacity-building-in-field-higher-education-2017_en)

The **internal Reporting forms** will be based on the information provided in general reporting documents. The forms will be communicated to the beneficiary **via project management web site** <https://universityofdeusto.teamwork.com> before intermediate and final reports.

## Annex X - Management of project and consortium decision making.

The project was especially designed to enlist the active involvement of all consortium members to capitalise on the strengths of each participant. Taking into consideration the dimension of the Consortium, different academic profile of the universities and complex needs for the academic co-ordination and administrative management, the multi-level distributed project management structure shall be developed.

### Composition of Consortium

According to project management structure, the work and communication are crossing between institutions and Subject Area Groups (SAGs), and project management becomes collective. This system gives wide flexibility and adaptability to the changing condition of the project, meanwhile ensuring individual and institutional ownership of results. It also gives the identity to the project and Subject Area Groups from institutional and academic point of view.

In accordance with the project proposal and geographical distribution, the Consortium consists of the **5 EU and 15 Indian partners**. Following the Tuning approach and CBHE priorities, the Consortium is composed of **4 Subject Area Groups: Law, ICT, Medicine, Teacher Education**.

Structure of the Subject Area Groups is based on the following principles:

- Every Subject Area Group must include academic staff from at least 3 EU partners.
- Every Subject Area Group must include academic staff from different Indian partners – no more than one representative from institution.
- Every PC institution must participate at least in one Subject Area Group.

Actual distribution of the participants between SAGs is based on the academic profile of the institutions and their academic staff, and information provided for the project proposal. **The composition of SAGs is presents in the Annex XI - Subject Area Groups.**

**Every Subject Area Group will be leaded by SAG Coordinator (academic from India)** elected by participants of each Subject Group at First General Meeting.

### Management of the project

Management activities and responsibilities are distributed across the partners, with special emphasis on the balance between EU and PC institutions. The project management structure is as follows:

#### Project Coordinator

The Project Coordinator is **Pablo Beneitone**, Director of the International Tuning Academy, University of Deusto, Spain. The Project Coordinator acts as a vocal and visible champion, legitimizes the project's goals and objectives, keeps abreast of major project activities, and is a decision-maker for the project. The Project Coordinator provides support for the Project Manager; assists with major issues, problems, and policy conflicts; removes obstacles; is active in planning the scope; approves scope changes; signs off on major deliverables; and signs off on approvals to proceed to each succeeding project phase. Besides organisational duties, Project Coordinator is also responsible for the philosophical framework of the project, and for ensuring a spirit of innovation, enthusiasm, and accountability. His responsibilities also include ensuring project monitoring for additional correction of on-going and future activities.

#### Project Manager

The Project Manager is **Ivan Dyukarev**, the International Tuning Academy, University of Deusto, Spain. He is responsible for on-line operation control and coordination, ensuring that the Project Team completes the project. The Project Manager develops the Project Workplan with the team and manages the team's performance of project tasks. It is also the responsibility of the Project Manager to secure acceptance and approval of deliverables from the Project Stakeholders. The Project Manager is responsible for communication, including status reporting, risk management, escalation of issues that cannot be resolved in the team, and, in general, making sure the project is delivered in budget, on schedule, and within scope. His duties also include development of methodology and instruments for project implementation, training and coordination of project staff, and preparation of relevant reports for the Education, Audiovisual and Culture Executive Agency (EACEA).

**Project Officer**

The Project Officer is **Sara Goitia**. She is responsible for the logistic, technical and administrative support of the meetings, and communication to partner in relation to the project documentation.

**Steering Committee**

The consortium set up the Steering Committee at First General Meeting. The Steering Committee consist of Executive Board and Committee Members.

**Steering Committee Executive Board**

Executive Board includes **Project Coordinator, Project Manager, SAG Coordinators**.

**Executive Board responsibilities** include: championing the project and raising awareness at senior level; approving strategies, implementation plan, project scope and milestones; resolving strategic and policy issues; prioritising project goals; allocates resources to support project implementation; advises on issues escalated by Committee Members; exemplifies rapid analysis and decision-making characteristics imperative of all project team members; recommends resolution of scope related matters.

**Coordinators of Subject Area Groups are responsible for the academic development** of the project and programmes. Their functions are coordination and development of SAGs, leading consultation process with stakeholders, defining degree profiles and elaboration of programmes and courses in partner institutions, coordination of the opinions of SAGs among the different consortium members, and the resolution of debatable issues in case of divergent opinions related to academic issues of the project.

**Steering Committee Members**

**Contact persons** (confirmed by each beneficiary) shall be members of the Steering Committee (SC), with a proper mandate to negotiate on behalf of his/her institution.

Following the logic of the project, and in order to use the Travel Costs and Costs of Stay in an effective and efficient way, it is rational that the contact person combines management and academic tasks during the project meetings. Any contact person **who holds only a management profile** and cannot participate in the work of Subject Area Groups (and therefore in the project meetings) **may appoint a deputy** to the SC who can combine management and academic tasks.

In order to be able to **participate in the project meetings**, the contact person (or deputy) has to **be able to participate in the work of Subject Area Groups** (therefore, he/she must have an **appropriate academic profile**). Any contact person who cannot participate in the SAG work/project meeting and is not able to appoint a deputy, may participate in the decision-making process using the **project management web site** and other ways of communication. At any time, the partner institution may decide to change the contact person.

**Steering Committee functions** are observation, coordination of strategic and tactical aspects of the project, coordination of the opinions among the different consortium members, and the resolution of debatable issues in case of divergent opinions. The Steering Committee acts individually and collectively as a vocal and visible project champion throughout their representative organizations. Steering Committee Members (contact persons) are also responsible for the allocation of functions among administrative personnel at their institutions, and for quality control and the assessment of administrative staff work.

**Decision making**

For on-going project management and timely decision making special **project management web site** will be implemented (<https://universityofdeusto.teamwork.com>).

The project management web site is based on the TeamworkPM platform - one of the leading project management platforms offering wide range of the project tools including task, milestones, messages, mails, files, time, notebooks, risks, calendar and people. Besides that, different ways of communication between Steering Committee Members and Executive Board, including telephone calls, e-mails, and Skype conferences,

will be used. The project management web site structure and guideline will be presented at First General Meeting.

**The Steering Committee Meetings will coincide with General Meetings.** Committee Members will have opportunity to communicate issues raised during the project implementation to the Executive Board. Steering Committee Members, been part of the Subject Area Groups, will communicate to SAG Coordinators during the SAG work on the academic and management issues of the project.

On the basis of these communications and proposals, the SAG Coordinators and other members of Executive Board will define strategy and approaches for the adequate development of the project. During the General Meeting (normally, before the end of the Meeting), the Executive Board will have Board meetings in order to make decisions and communicate it to the Steering Committee and Consortium.

For the decisions approval (normally, during the summing up of the General Meeting) no less than two-thirds of the Committee Members shall constitute a quorum. Decision-making will be by qualified majority (greater than 66%) among the present Members (one vote per member). In case that the Coordinator has profound objections concerning the compliance of a taken decision with the grant agreement or the legal basis of the Erasmus + programme, the decision shall be frozen until the Coordinator will have clarified the matter with the Executive Agency. In case that no compliance should be asserted the decision will be cancelled.

#### **Organisation and logistic of the General Meetings**

The project foresees **six General Meetings** in different locations including EU member States and India. Taking into consideration the dimension of the Consortium and geographical locations, in order **to organise Meetings in effective and efficient way**, the Coordinator will provide **centralised technical, organisational and logistic support and management for the Travel Costs and Costs of Stay**.

The Coordinator, in close cooperation with the host partner institution, will prepare the venue and technical support of the meeting. In every individual case, the venue can be provided by host institution or rented in the hotel.

Normally, flight tickets, hotel and meals are booked and paid directly by the Coordinator and its agent "Carlson Wagonlit Travel" for all participants. For this reason, participants will be asked to send information on preferred flights and personal data (copy of passport or international travel document) to the Coordinator. After the confirmation of the offered flight by the participant, electronic ticket will be issued by the agent and send to the person travelling. Visa and medical insurance are responsibilities of the participants and will be reimbursed separately (within Travel Costs heading).

**The expenses for each meeting will be calculated for the whole group of participants.**

**Travel costs** - The flights and other means of transport will be chosen in accordance with distance and related unit costs. The use of cheapest means of travel (e.g. Economy tickets for air travel) will be applied.

**Costs of stay** - Hotel package (accommodation, meals, hire of premises for meetings, etc.) will be chosen in accordance with number of meeting days respecting the unit costs for the Costs of Stay.

***The saving/loss of the travel costs and costs of stay will be calculated for each participant and redistributed for the whole group.***

The difference between unit costs and real costs of each trip - **remaining sum** - will be distributed among meeting participants in order to cover "**per diem**" (additional meals, transportation from/to airport, local transportation, etc.). Sum for "per diem" will be reimbursed directly to the person travelling **in cash at the venue of the meeting**.

Meetings will be jointly prepared by the Coordinator and the Partner hosting the meeting. The Coordinator will calculate the budget of the meeting in order to ensure that all expenses are covered for each participant. In case of insufficient funds, the dates and/or places of the meeting will be reconsidered.

## Annex XI – Subject Area Groups.

### SAG Law

Family name	Given name	E-mail	Country	City	Institution
ALAEZ	Marian	marian.alaez@deusto.es	Spain	Bilbao	University of Deusto
NAGARALE	Sonia	sonianagarale@yahoo.co.in	India	Pune	Savitribai Phule Pune University
PUTTAIAH	Puneeth	dr.ppuneeth@gmail.com	India	New Delhi	Jawaharal Nehru University
RAMSUNDAR	Silla	sillaramsundar@gmail.com	India	Kolkata	Adamas University
SANYAL	Jaydip	principalulchzb@gmail.com	India	Hazaribagh	Vinova Bhava University
SHANTHAKUMAR	Sanjeevi	shantha.kumar@gdgoenka.ac.in	India	Gurgaon	GD Goenka University
SRIVASTAVA	Yogendra Kumar	dryogendra@jlu.edu.in	India	Bhopal	Jagran Lakecity University

### SAG ICT

Family name	Given name	E-mail	Country	City	Institution
ASHOK	Praadesha	Pradeesha@iitb.ac.in	India	Bangalore	International Institute of Information Technology
CHAKI	Rituparna	rituchaki@gmail.com	India	Kolkata	University of Calcutta
KUMAR	Preetham	preetham.kumar@manipal.edu	India	Manipal	Manipal Academy of Higher Education
MAJUMDER	Subhashis	subhashis.majumder@heritageit.edu	India	Kolkata	Kalyan Bharti Trust (Heritage Institute of Technology)
RANGASAMY	Nesamoorthy	registrar@jlu.edu.in	India	Bhopal	Jagran Lakecity University
RAVIKESH	Ravikesh	ravikesh@gmail.com	India	New Delhi	Jawaharal Nehru University
WAGENAAR	Robert	r.wagenaar@rug.nl	Netherlands	Groningen	University of Groningen

### SAG Medicine

Family name	Given name	E-mail	Country	City	Institution
AWASTHI	Shally	shally07@gmail.com	India	Lucknow	King's George Medical University
BANSAL	Nitesh	nitesh.bansal@gdgoenka.ac.in	India	Gurgaon	GD Goenka University
HANDE	Shyamala	shyamala.hande@manipal.edu	India	Manipal	Manipal Academy of Higher Education
RAVINDRA	Savita	savitaravi@gmail.com	India	Bangalore	Gokula Education Foundation Medical (Ramaiah Medical College)
RAMALINGAM	Sudha	drsudhaps@gmail.com	India	Coimbatore	PSG Insitution of Medical Sciences and Research
RHODEN	Kerry Jane	kerry.rhoden@unibo.it	Italy	Bologna	University of Bologna
VAN TRIGT	Anna Maria	a.m.van.trigt@umcg.nl	Netherlands	Groningen	University of Groningen
WAGHMARE	Tripti	drtriptisrivastava@yahoo.co.in	India	Wardha	Datta Meghe Insitute of Medical Sciences

### SAG Teacher Education

Family name	Given name	E-mail	Country	City	Institution
GONZALEZ	Julia	juliagonzalez@gmail.com	Belgium	Brussels	Education for an Interdependent world
JADHAV	Vaibhav	vaibhavjadhav07@hotmail.com	India	Pune	Savitribai Phule Pune University
KEDIA	Sanjay	sanjay.kedia@iisuniv.ac.in	India	Jaipur	I.I.S. University Trust (I.I.S. University)
KHAN	Yasmin	yasmin.khan@jlu.edu.in	India	Bhopal	Jagran Lakecity University
MELGAREJO	Emma	emmatm1950@gmail.com	Belgium	Brussels	Education for an Interdependent world
PRASAD	Mritunjay	mritunjayprasad826@gmail.com	India	Hazaribagh	Vinova Bhava University
RAINA	Reva	reva.raina@gdgoenka.ac.in	India	Gurgaon	GD Goenka University
SHARE	Michelle	SHAREM@tcd.ie	Ireland	Dublin	Trinity College Dublin
YAROSH	Maria	mariayarosh@deusto.es	Spain	Bilbao	University of Deusto

See file “Annex XI – T-India Subject Area Groups”.xlsx

**In case of any changes in the representatives of the SAGs, related beneficiary should inform Coordinator in writing 1 month before the change and/or substitution.**



18.1 If either parties face a case of *force majeure* (as per defined in article II.14 of the Grant Agreement), it shall promptly notify the other party in writing, specifying the nature, probable duration and expected effects of this event.

18.2 Neither of the parties shall be deemed in breach of its obligations if it has been prevented from performing its tasks due to *force majeure*. The parties shall take all necessary measures to minimise possible damage to successful project implementation.

#### Article 19 Amendments

19.1 Any amendments to this Agreement must be made in writing by means of a Supplementary Agreement, and become effective when signed by the authorised legal representatives of both parties. No oral agreement may bind the parties to this effect.

19.2 The amendment may not have the purpose or the effect of making changes which might call into question the dispositions of the Grant Agreement.

#### Article 20 Annexes

Annex I - Budget/Expenditure/Co-financing breakdown per partner and budget category.

Annex II - Remuneration modalities of staff involved in the project.

Annex III - Reimbursement modalities for travel costs and costs of stay.

Annex IV - Copy of the Grant Agreement signed between the coordinator and the Executive Agency, its annexes, and any existing amendment.

Annex V - Guidelines for the use of the grant.

Annex VI - Bank account of beneficiary organisation.

Annex VII - Declaration on employment relationship of beneficiary's staff participating in the project and copy of the contracts.

Annex VIII – Individual bank accounts of each staff participating in the project.

Annex IX - Internal reporting forms.

Annex X - Management of project and consortium decision making.

Annex XI – Subject Area Groups.

**We, the undersigned, declare to have read and accepted the terms and conditions of this Agreement as described here before, including the annexes thereto.**

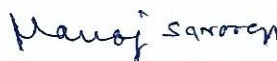
**For the Coordinator**  
The legal representative  
**José M. Guibert, Rector**

Done in Bilbao

Date

Stamp

**For the Beneficiary**  
The legal representative



Done in Kolkata

Date 14/06/2018 .

Stamp **Chief Financial Officer**  
**HERITAGE INSTITUTE OF TECHNOLOGY**

No. SR/NM/NS-1385/2014(G)

Government of India  
Ministry of Science & Technology  
Department of Science & Technology  
(Nano Mission)

Technology Bhavan  
New Mehrauli Road  
New Delhi -110 016  
Dated: 20.11.2015

**ORDER**

Sub: Financial assistance for the research project entitled "Formulation and Fabrication of composite Titania Matrix with Surface Plasmon and Quantum dots for use in Dye Sensitized Solar Cell and Sensor system" under the guidance of Dr. (Mrs.) Jayati Datta, Department of Chemistry, Indian Institute of Engineering Science and Technology, Shibpur Howrah-711103 (West Bengal).

Sanction of the President is hereby accorded to the above said project at a total cost of Rs. 1,76,43,200/- (Rupees one core seventy six lakh forty three thousand two hundred only) with break-up of Rs. 46,43,200/- under 'Grants-in-aid General' and Rs. 1,30,00,000 /- under 'Grants for creation of Capital Assets' for a duration of 3 years. The items of expenditure for which total allocation of Rs. 1,76,43,200/- has been approved for a period of three years are given below:

Budget head	Amount in Rupees			
	1 <sup>st</sup> year	2 <sup>nd</sup> year	3 <sup>rd</sup> year	Total
<b>RECURRING ITEMS (GENERAL)</b>				
Manpower (as per DST norms) RA-1 (one) 36,000-36,000-36,000+ HRA @ 30%+ Rs.300/- M.A JRF (one) 25,000-25,000-28,000+HRA @30%+ Rs.300/- M.A	9,58,800	9,58,800	10,05,600	29,23,200
Consumables	4,00,000	3,00,000	3,00,000	10,00,000
National Travel	40,000	40,000	40,000	1,20,000
Contingencies	50,000	50,000	50,000	1,50,000
Overhead Charges	1,50,000	1,50,000	1,50,000	4,50,000
<b>Sub Total (General)</b>				<b>46,43,200</b>
<b>NON-RECURRING ITEMS (CAPITAL ASSETS)</b>				
Equipment (DSSC Characterization Unit, Solar Simulator, I-V unit, Screen Printer and cell Construction Unit Dysol High Temperature Oven.)	1,30,00,000	-	-	1,30,00,000
<b>Sub Total (Capital Assets)</b>				<b>1,30,00,000</b>
<b>Total</b>	<b>1,45,98,800</b>	<b>14,98,800</b>	<b>15,45,600</b>	<b>1,76,43,200</b>

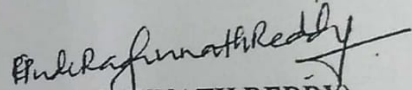
- Sanction of the President is also accorded for payment of Rs. 15,98,000/- (Rupees fifteen lakh ninety eight thousand only) under 'Grants-in-aid General' and Rs. 1,30,00,000/- (Rupees one crore thirty lakh only) under 'Grants for creation of Capital Assets' and to the "Registrar, Indian Institute of Engineering Science and Technology, Shibpur, Howrah-711103 (West Bengal)" as first installment of the grant for implementation of the above project.
- The amount of Rs. 15,98,000/- (Rupees fifteen lakh ninety eight thousand only) will be disbursed to the "Registrar, Indian Institute of Engineering Science and Technology, Shibpur, Howrah-711103 (West Benga)" through their bank account details given below:

Saving Bank Account Number	0171050031536
Name of the bank and branch	United Bank of India, Besus Branch, Howrah - 711 103
RTGS/IFSC Code	UTBI0BUSF63
MICR Code	700027304

- The expenditure involved is debit to:

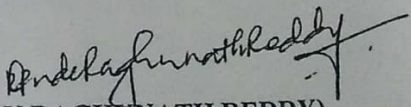
Demand No. 86	Department of Science & Technology
3425	Other Scientific Research (Major Head)
60.	Others: (Sub-Major Head)
60.200	Assistance to other Scientific Bodies (Minor Head)
36.	National Mission on Nano Science & Nano Technology
36.00.31	Grants-in-aid General for 2015-2016 (Plan Expenditure).
This release is being made under Nano Mission.	

5. Overhead expenses are meant for the host Institute/University towards the cost for providing infrastructural facilities and benefits to the staff employed in the project etc.
6. Sanction of the grant is subject to the conditions as detailed in "Guidelines for Implementing Research Project" given on our website [www.nanomission.gov.in](http://www.nanomission.gov.in).
7. This to certify that no UC is pending with Dr. (Mrs.) Jayati Datta, Department of Chemistry, Indian Institute of Engineering Science and Technology, Shibpur, Howrah in respect of any Nano Mission project.
8. **The Institute/University will maintain separate audited accounts for this project and would keep the whole of the grant in a bank account earning interest. The interest earned should be reported to DST while submitting the Statement of Expenditure/Utilization Certificate. The interest thus earned will be treated as a credit to the Institute/University to be adjusted towards further installment of the grant.**
9. As per rule 211 of GFRs, the accounts of this grant shall be open to inspection by sanctioning authority/audit whenever the Institute/University is called upon to do so.
10. The sanction has been issued under the powers delegated to the Ministries and with the concurrence of Integrated Finance Division of Department of Science and Technology vides concurrence diary No. C/4014/IFD/2015-16 dated **19/11/2015**.
11. The sanction order is entered in the Register of Grants for Nano Mission at Sr. No. **149**

  
(G.V RAGHUNATH REDDY)  
Scientist-D

Copy forwarded for information and necessary action to:

1. The Principal Director of Audit, Scientific Department  
IIIrd floor, AGCR Building, I.P. Estate  
New Delhi.
2. Drawing and Disbursing Officer, DST, Cash Section.  
(Copy with two spare copies)
3. ~~Dr. (Mrs.) Jayati Datta  
Department of Chemistry  
Indian Institute of Engineering Science and Technology, Shibpur  
Howrah-711103 (West Bengal)~~
4. The Registrar,  
Indian Institute of Engineering Science and Technology, Shibpur  
Howrah-711103 (West Bengal)
5. The Pay & Accounts Officer, DST.
6. Sanction folder (Nano Mission).
7. File copy.

  
(G.V RAGHUNATH REDDY)  
Scientist-D

**SR/NM/NS-1385/2014 (G)**  
Government of India  
Ministry of Science & Technology  
Department of Science & Technology

Technology Bhavan  
New Mehrauli Road  
New Delhi -110 016  
Dated: 7<sup>th</sup> September, 2018

**ORDER**

<b>Subject:</b>	Financial assistance & transfer of research project entitled " <u>Formulation and Fabrication of composite Titania Matrix with Surface Plasmon and Quantum dots for use in Dye Sensitized Solar Cell and Sensor system</u> " under the guidance of Dr. (Mrs.) Jayati Datta, now at D/o Chemistry, Heritage Institute of Technology, Kolkata - regarding release of Grant-in-aid General.
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In continuation of this Department's sanction order of even number dated 20.11.2015, sanction of the President is hereby accorded for the transfer of the above mentioned project from Indian Institute of Engineering Science and Technology (IIST), Howrah to Heritage Institute of Technology, Kolkata.

2. The above mentioned project will be executed for the remaining duration of 13 months & 10 days from the day, the project is resumed at Heritage Institute of Technology (HIT), Kolkata which should be within 7 days of the grant reaching the Institute.

3. It is certified that IIST has transferred the equipment acquired from the project to HIT, Kolkata and the accounts till 20.11.2017 have been settled with IIST, Howrah by depositing in Government account the DD No 074701 dated 08.12.2017 for an amount of Rs 5,03,798/-, received by this Department as unspent grant from IIST, Shibpur, Howrah.

4. Sanction of the President is also accorded for the continuation of the project at HIT, Kolkata at a total cost of **Rs. 17,38,017/- (Rupees seventeen lakh thirty-eight thousand seventeen only)** for a duration of 13 months & 10 days. The detailed break-up of the grant is given below: -

Budget Head	12 months	40 days	Total
Manpower (as per DST norms) RA- 1 (one) @ 36,000 + HRA@30% + Rs. 300/- M. A One JRF as per DST norms @ Rs 25,000 - 28,000+HRA@30%+Rs.300/- M.A	10,40,400	71,732	11,12,132
Consumables	3,60,000	3,887	3,63,887
National Travel	40,000	3,666	43,666
Contingencies	50,000	4,582	54,582
Overhead Charges	1,60,000	3,750	1,63,750
<b>Total</b>	<b>16,50,400</b>	<b>87,617</b>	<b>17,38,017</b>

5. The approval of the President is also accorded for payment of **Rs. 16,50,000/- (Rupees Sixteen lakh fifty thousand only)** under 'General' expenditure to the "Heritage Institute of Technology, Kolkata" as first installment of the grant for implementation of the above project.

6. This sanction is subject to the condition that the grantee organization will furnish to the Department of Science & Technology, financial year wise Utilization Certificate (UC) in the proforma prescribed as per GFR 2017 and audited statement of expenditure (SE) along with up to date progress report at the end of each financial year duly reflecting the interest earned / accrued on the grants received under the project. This is also subject to the condition of submission of the final statement of expenditure, utilization certificate and project completion report within one year from the scheduled date of completion of the project.

7. The grantee organization will have to enter & upload the Utilization Certificate in the PFMS portal besides sending it in physical form to this Division. The subsequent/final instalment will be released only after confirmation of the acceptance of the UC by the Division and entry of previous Utilization Certificate in the PFMS.

8. The Institute/University is registered on NGO DARPAN Portal Vide Reg. No. WB/2017/0180212.

9. The grant-in-aid being released is subject to the condition that:

- a. A transparent procurement procedure in line with the Provisions of General Financial Rules 2017 will be followed by the Institute/Organization under the appropriate rules of the grantee organisation while procuring capital assets sanctioned for the above mentioned project and a certificate to this effect will be submitted by the Grantee organization on receipt of the grant.
- b. While submitting Utilization Certificate/Statement of Expenditure, the organization has to ensure submission of supporting documentary evidences with regard to purchase of equipment/capital assets as per the provisions of GFR 2017. Subsequent release of grants under the project shall be considered only on receipt of the said documents.

10. Failure to comply with the terms and conditions of the Order will entail full refund with interest in terms of Rule 231 (2) of GFR 2017.

11. The grantee organization will maintain separate audited account for the project and the entire amount of grant will be kept in an interest bearing bank account. The interest earned / accrued should be reported to DST (financial year wise) while submitting the Statement of Expenditure/Utilization Certificate. The interest thus earned will be treated as a credit to the grantee organization, which will be adjusted towards future release of grant.

12. DST reserves sole rights on the assets created out of grants. Assets acquired wholly or substantially out of government grants (except those declared as obsolete and unserviceable or condemned in accordance with the procedure laid down in GFR 2017), shall not be disposed of without obtaining the prior approval of DST.

13. In case the scheme provides for payment of honorarium / remuneration / fellowship / scholarship to the PI, a para may suitably be incorporated in the DSO to the effect that "PI is not drawing any emoluments/ salary/fellowship from any other project either supported by DST or by any other funding agency.

14. The account of the grantee organization shall be open to inspection by the sanctioning authority and audit (both by C&AG of India and Internal Audit by the Principal Accounts Office of the DST), whenever the organization is called upon to do so, as laid down under Rule 236(1) of General Financial Rules 2017.

15. Due acknowledgement of technical support / financial assistance resulting from this project grant should mandatorily be highlighted by the grantee organization in bold letters in all publications / media releases as well as in the opening paragraphs of their Annual Reports during and after the completion of the project.

16. The expenditure involved is debitable to:

Demand No.84, Department of Science & Technology for the year 2018-19:

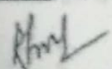
3425	Other Scientific Research (Major Head)
60	Others
60.200	Assistance to Other Scientific Bodies (Minor Head)
69	Research and Development
69.00.31	Grants-in-aid General for the year 2018-19
(Nano Mission 3425.60.200.36.00.31)	

17. The amount of Rs. 16,50,000/- (Rupees Sixteen lakh fifty thousand only) will be drawn by the Drawing and Disbursing Officer, DST and will be disbursed to "Heritage Institute of Technology, Kolkata". The bank details for electronic transfer of funds through RTGS are given below:

1.	Name of the Account Holder	Heritage Institute of Technology, Kolkata*
2.	Name of the Bank	Punjab National Bank, The Heritage Branch, Anandapur
3.	Bank Account Number	1426010100000038
4.	IFSC Code	PUNB0632300

18. As per Rule 234 of GFR 2017, this sanction has been entered at S. No.49 NMD the register of grants maintained in the Division for the scheme Nano Mission.

19. This issues with the concurrence of IFD Vide their Concurrence Dy.No. C/2441/IFD 2018-19 dated 31.08.2018.

  
(Milind R Kulkarni)  
Scientist-G

To,  
The Pay & Accounts Officer, DST, New Delhi.

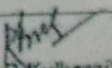
Copy forwarded for information and necessary action to:

1. Drawing and Disbursing Officer, DST, Cash Section. (Copy with two spare copies)
2. Integrated Finance Division, DST

3. Dr. (Mrs.) Jayati Datta Heritage Institute of Technology 994 Madhurdaha, Chowbaga Road, Anandpur Kolkata - 700 107.	4. The Director Heritage Institute of Technology 994 Madhurdaha, Chowbaga Road, Anandpur Kolkata, West Bengal- 700 107.
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5. The Principal Director of Audit, Scientific Departments, 11rd floor, AGCR Building, I.P. Estate, New Delhi- 110 002.

6. Sanction folder (Nano Mission)	7. File copy
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(Milind R Kulkarni)  
Scientist-G



OFFICE OF THE REGISTRAR  
INDIAN INSTITUTE OF ENGINEERING SCIENCE AND TECHNOLOGY, SHIBPUR  
AN INSTITUTE OF NATIONAL IMPORTANCE  
(FORMERLY BENGAL ENGINEERING AND SCIENCE UNIVERSITY, SHIBPUR)

No. KMS/6636/15

Dated: March 21, 2018

Order

This is for information of all concerned that the ongoing Research and Development project entitled "Formulation and Fabrication of composite titania matrix with surface plasmon and quantum dots for use in dye sensitized solar cell and sensor system" [ Ref.SR/NM/NS-1385/2014 and DRC/DST-NH/CHEM/JD/019/2015-2016] under "DST- Nano Mission Project" of Professor Jayati Datta [ Former Professor of Department of Chemistry, IEST, Shibpur and presently Professor and Head, Chemistry Department, Heritage Institute of Technology, Kolkata ] in the Chemistry Department of this Institute is hereby transferred to Heritage Institute of Technology, Kolkata as per the permission of the DST, India(Funding Agency) in conjunction with the approval of Director, IEST, Shibpur. Transfer approval has already been obtained from the respective R & D organizations, GOI by Prof. Datta, PI of the Project. Following equipment belonging to the said project will, therefore, be transferred from the Institute to Heritage Institute of Technology, Kolkata.

- 1.Solar simulator/IPCE/IV measurement unit microprocessor controlled
- 2.Led light soaker
- 3.Screen printer, Hole drilling, Programmable hot plate & Test Cell Assembly
- 4.FTIR spectrometer with computer
- 5.Portable Raman with computer
- 6.Freeze Dryer
- 7.Multi-parameter unit
- 8.Online UPS(02)

Sd/-  
(Biman Bandyopadhyay)  
Registrar

Copy forwarded for information and necessary action to:

- 1) Director, IEST, Shibpur
- 2) Prof. Pranay Chaudhuri, Principal, Heritage Institute of Technology, 994 Madhurda, Anandapur, Kolkata-700107
- 3) Dr. G.V. Raghunath Reddy, Scientist-E, Nano-Mission, DST, Ministry of Science and Technology, New Delhi-110016
- 4) Dean, Academic Affairs(Acting)
- 5) Dean, Research and Consultancy
- 6) Head, Chemistry Department
- 7) Finance Officer(Acting)
- 8) Deputy Registrar(Audit)
- 9) Prof. Jayati Datta, Professor & Head, Dept. of Chemistry & Renewable Energy Research Centre, Heritage Institute of Technology, Kolkata-with a request to make necessary arrangement for the said process in consultation with HOD, Chemistry, IEST, Shibpur

Registrar

Indian Institute of Engineering Science and Technology, Shibpur

rediffmail

Mailbox of jayati\_datta

Subject: The Project entitled "Formulation and fabrication of composite titania matrix with surface plasmom and quantum dots for use in dye sensitized solar cell and sensor system (SR/NM/NS-1385/2014)

From: rohit dadhwal <rohitdadhwal253@gmail.com> on Tue, 07 Nov 2017 15:40:36

To: jayati\_datta@rediffmail.com

Dear Sir,

This is with reference to the above mentioned project.

I have been directed by Dr. G.V.R. Reddy, Scientist 'E' to inform you that your request for transfer of above mentioned projects with available funds from Indian Institute of Engineering Science and Technology (IEST), Shibpur, Howrah-711 103 (West Bengal) to the Heritage Institute of Technology (HIT), Kolkata was processed.

While examining the file for transfer IFD, DST has opined that as funds are released to Institute through PFMS portal, direct transfer of unspent grant from IEST, Shibpur to HIT, Kolkata shall lead to account settlement problem later. To avoid such problems, IFD, DST has desired that IEST, Shibpur return the unspent amount of the project to DST and thereafter release a fresh sanction to HIT, Kolkata.

For transfer of project, kindly send the following documents:-

- a) Progress Report
- b) SE/UCs upto last financial year
- c) Refund of unspent grant amount
- d) Bank details of HIT, Kolkata

The above documents will enable us to process the case further.

With Best Regards,

Rohit Dadhwal

Project Assistant

Nano Mission