

2.5.3: IT integration and reforms in the examination procedures and processes (continuous internal assessment and end-semester assessment) have brought in considerable improvement in examination management system of the institution).

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6.2.3 Institution implements E – Governance covering following areas of operation

- 1. Administration**
- 2. Finance and accounts**
- 3. Student admission & support**
- 4. Examination**

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COMPUTER CENTRE
HIMACHAL PRADESH UNIVERSITY

Summer Hill, Shimla-171005 H.P. (India)

Dr. Mukesh Kumar

Incharge - Computer Centre

Incharge - CCEW

Project Director - ERP



Phone: 0177-2833644,

Mob.: 94184-51924

Email.: mukesh_gzb@rediffmail.com,
mukesh.kumar@hpuniv.ac.in

Ref. No.....

Dated

Implementation Report of Different ERP Modules

Sr. No.	Modules	Date
1.	Pre-Admission (Entrance Test / Merit Based)	01/08/2017
2.	Fee Management	01/08/2017
3.	Student Portal	16/08/2017
4.	Admission and Academics	16/08/2017
5.	Pre-Examination (Conduct of Examination)	16/08/2017
6.	Post Examination (Evaluation & Result)	16/08/2017
7.	Hostel and Mess Management	16/08/2017
8.	Affiliation Management	16/08/2017
9.	Employee Portal	01/08/2017
10.	HRMS & Pay roll	01/06/2017
11.	GPF & Pension	01/08/2017
12.	Recruitment	16/08/2017
13.	Establishment	01/05/2017
14.	Leave Management	01/08/2017
15.	Financial Accounting	01/05/2019
16.	Budget Management	01/05/2019
17.	Placement Management	01/06/2017
18.	Alumni Management	01/06/2017
19.	Guest House Mgmt.	01/05/2019
20.	Physical File Tracking	01/05/2019
21.	RTI Cell Mgmt.	01/05/2019
22.	Transport Fleet Mgmt.	01/05/2019
23.	Medical Service Mgmt.	01/05/2019
24.	VC & Administration Office	01/05/2019
25.	Legal Cell Mgmt.	01/05/2019
26.	Tour & Travel Mgmt.	01/05/2019
27.	Convocation Mgmt.	01/06/2019
28.	Grievance Mgmt.	15/06/2019
29.	Letter/Correspondence Mgmt.	01/07/2019
30.	University Resource Centre	01/05/2019
31.	Knowledge Management Portal	01/05/2019
32.	Conference Mgmt.	02/12/2019
33.	Research Project Mgmt.	01/05/2019
34.	Store & Purchase Mgmt.	01/05/2019
35.	Asset & Estate Mgmt.	03/03/2020

In-charge

Computer Centre

Incharge
Computer Center
H.P. University, SHIMLA

COMPUTER CENTRE
HIMACHAL PRADESH UNIVERSITY

Summer Hill, Shimla-171005 H.P. (India)

Dr. Mukesh Kumar

Incharge - Computer Centre

Incharge - CCEW

Project Director - ERP



Phone: 0177-2833644,

Mob.: 94184-51924

Email.: mukesh_gzb@rediffmail.com,
mukesh.kumar@hpuniv.ac.in

Ref. No.....

Dated

To

The Director,
IQAC HPU,
Summerhill Shimla.

Subject: - Implementation Report of the Modules.

Sir,

As desired the User Acceptances Testing (UAT) of all the modules which got implemented is enclosed herewith.

In-charge
Computer Centre



Module Name	Reserve Bank of Mangalore
Module Head Name:	Dr. Meekesh Kumar
Designation:	Incharge Computer center
Date & Place:	Computer Center Incharge office - 25-4-19

Remarks

Overall Remarks

Satisfactory

Unsatisfactory

Signature &
Date

In Charge
Computer Centre
H.P. University Shimla-1

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USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM	
Module Name	Store & Purchase
Module Head Name:	Dr. Meekah Keenr
Designation:	Incharge Computer Center
Date & Place:	Computer Center Incharge - 27-4-19
I have reviewed the features and functions for the <u>Store & Purchase</u> Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:	
Remarks:	
Overall Remarks	
Satisfactory ☒ Unsatisfactory ☐	
Signature & Date	 Incharge Computer Center M.P. University Shimla

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CITI

USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM

Module Name:	Asset & Estate Management
Module Head Name:	Dr. Mukesh Kumar
Designation:	In-charge Computer Centre
Date & Place:	HPU-SHIMLA, 12-Feb-2020

I have reviewed the features and functions for the Asset & Estate Management module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved.

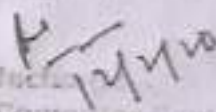
Remarks

--

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature & Date


In-charge
Computer Centre
H.P. University, SHIMLA

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USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM	
Module Name:	Budget Management
Module Head Name:	Ravi Kant
Designation:	Clerk
Date & Place:	19/01/2019 (Shimla - H.P.)
I have reviewed the features and functions for the <u>Budget Management</u> Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:	
Remarks After reviewing all features regarding the module that are found satisfactory. So as working the same. Entries of Budget for P.Y. 2018-19 of Part I, II, III It have been made in ERP System.	
Overall Remarks Satisfactory ☒ Unsatisfactory ☐	
Signature & Date	20/01/2019 (Ravi Kant) 19/01/2019 20/01/2019 20/01/2019 20/01/2019 20/01/2019 20/01/2019

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Incharge
Computer Center
Shimla
SHIMLA

USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM	
Module Name:	Financial Accounts
Module Head Name:	Kashir Bah, Babu Bah, Rajesh Kumar Mah
Designation:	Govt Staff
Date & Place:	09-09-2019
I have reviewed the features and functions for the <u>Finance and A/c's</u> Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved.	
Remarks <u>Satisfactory</u>	
Overall Remarks Satisfactory ☒ Unsatisfactory ☐	
Signature & Date	<u>Kashir Bah</u> <u>09/09/19</u>

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Incharge
Computer Center
H.F. University, SHIMLA

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Scanned by CamScanner

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	PF
Module Head Name:	Teg Ram Sharma
Designation:	Section officer
Date & Place:	PF Section

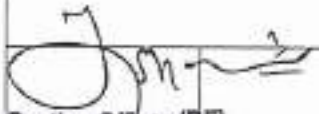
I have reviewed the features and functions for the P.F Module Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

1) Gratuity Remove from nominee 2) PF adjustment not editable 3) GPF Leave Report add sno. & binding space 4) GPF statement Report. add box closing balance 5) After Retirement Interest not calculate	done check after update Sharma 12/07/17
--	--

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐


 Section Officer (PF)
 Himachal Pradesh University
 Shimla-171005

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Incharge
 Computer Center
 H.P. University, SHIMLA

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Establishment
Module Head Name:	Kali Ram
Designation:	Assistant Registrar
Date & Place:	27.4.2017

I/We have reviewed the features and functions for the Establishment Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

- 1) Kauder font should be incorporate to create office order.
Suggestion - microsoft indist
- 2) Report is required list of employee with due increment include the following column
1) increment amount, 2) old basic 3) New basic
Minor changes may be identified at the time of implementation
Can be incorporated.

Overall Remarks

Satisfactory ☒

Unsatisfactory ☐

Signature &
Date

Kali Ram
27/4/17
Assistant Registrar (Ext)
H.P. University, Shimla

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Incharge
Computer Center
H.P. University, SHIMLA

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	PLACEMENT MODULE
Module Head Name:	Dr. Jashwanth Thakur & Dr. J.S. Parmar.
Designation:	Professor (Computer Science & MBA)
Date & Place:	3/5/2017,

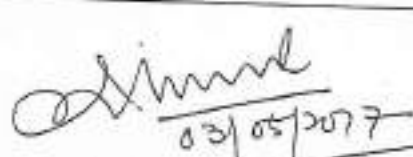
I have reviewed the features and functions for the PLACEMENT Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

- 1) Interface for admin is required to register from company behalf for both placement and Internship activity.
- 2) Intimation of the off campus placement drive is required to be shared to placed students and also to be sync with University placement portal.
- 3) Notice Board is required to publish placement info. to website.

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature & Date	  03/05/2017
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Incharge
Computer Center
H.P. University, SHIMLA

**USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM**

Module Name	Alumni Module
Module Head Name:	Mr. Mukesh Kumar,
Designation:	Director ERP, IT-Head.
Date & Place:	IT Head office. / 10/5/2018

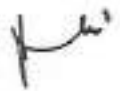
I have reviewed the features and functions for the _____ Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

- ① In header name of University, 2nd line should be (NAAC Accredited 'A' Grade University).

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature & Date	
------------------	---

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Incharge
Computer Center
HLP University, SHIMLA

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	HRMS module
Module Head Name:	Omkar Singh
Designation:	Section Officer (Acct-I)
Date & Place:	4/05/2017

We have reviewed the features and functions for the _____ Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

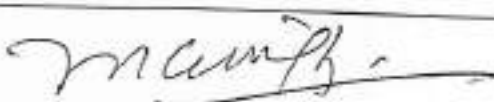
Remarks

- 1) Add CPP No and Bank Account No on CPP Loan Report
- 2) Add GIS No on GIS Report
- 3) add Pan No on CPS Page

Overall Remarks

Satisfactory ☐

Unsatisfactory ☐

Signature & Date	 Section Officer (Accounts-I) H.P. University, Shimla-5
------------------	---

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Incharge
Computer Center
H.P. University, SHIMLA

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Self Service Employee Portal.
Module Head Name:	Dr. Mukesh Kumar
Designation:	Project Director
Date & Place:	15 July 2017, Computer Center HPU, Shimla

I have reviewed the features and functions for the Self Service Employee Portal. Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

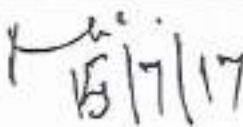
Remarks

1. Water Mark acquired in Salary Slip.
2. Form for password generation.
- 3)

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

SES

Signature & Date	 15/7/17 Incharge Computer Center Himachal Pradesh University Summer Bldg Shimla-177009
------------------	--

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Incharge
Computer Center
H.P. University, SHIMLA



USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM

Module Name: Fee Module
Module Head Name: Sumita Sharma
Designation: Supt. EC.
Date & Place: 17/7/2017

I have reviewed the features and functions for the Fee Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved.

Remarks

Overall Remarks

Satisfactory ☒

Unsatisfactory ☐

We have reviewed the fee module & it is very satisfactory.

Signature &
Date

SSharme
17-7-17

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Incharge
Computer Center
H.P University, SHIMLA

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Affiliation Management.
Module Head Name:	Davinder Kumar & Madhu
Designation:	Clerk
Date & Place:	18.07.2017

I have reviewed the features and functions for the Affiliation Management Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

1. Remuneration @ Rs 450/- Per inspection paid to each member
2. At present inspection panel visited the College by own car
drive taxi at his own level, unlike the VZ nominee
and TA payment paid to VZ nominee as per filing the
TA/Dt form.

(3)

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

we have seen the software which is satisfactory.

Signature &

Date 18.07.2017

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Incharge
Computer Center
H.P University, SHIMLA

USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM

Module Name:	Hosfel's Mess Management
Module Head Name:	Anita Sharma
Designation:	Subst.
Date & Place:	15.7.2017 2 T Room Incharge

I have reviewed the features and functions for the Hosfel's Mess Management Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

1 ongoing process of admissions in the hostel may be incorporated.
Rules regarding m Pell and Pled admission is still awaited.

Overall Remarks

Satisfactory ☒ I have seen the software and working satisfactory.

Unsatisfactory ☐

Signature & Date
Anita Sharma
15-7-2017

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Incharge
Computer Center
H.P. University, SHIMLA

USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM

Module Name	Student Portal
Module Head Name:	Mr. Mukesh Kumar
Designation:	IT-Head & Director ERP
Date & Place:	Director ERP office

I have reviewed the features and functions for the _____ Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

Student Portal is OK, but - there may be some provision of deactivating few plans if required.

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature &
Date

Mukesh
22/7/17

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Incharge
Computer Center
H.P. University, SHIMLA

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Leave Management .
Module Head Name:	
Designation:	
Date & Place:	5/07/2017 .

I have reviewed the features and functions for the Leave Management . Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

1). Pending leave request notification on Employee Portal 2) Calander on Joining Date. (by Interview Dept) 3) Time to time minor Modifications are required at the time of implementation and Training.	needed done held
--	--------------------------------

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature & Date	<i>[Signature]</i> Assistant Registrar (Extt.) H.P. University, Shimla-5.
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Incharge
Computer Center
H.P. University, SHIMLA

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USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM

Module Name	RECRUITMENT MODULE
Module Head Name:	D.D. Sharma (DR - Recruitment)
Designation:	Deputy Registrar.
Date & Place:	Recruitment Branch

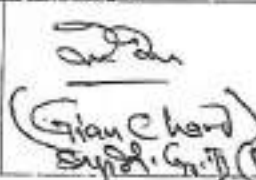
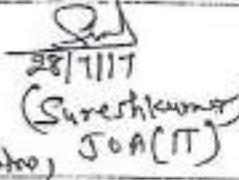
I have reviewed the features and functions for the _____ Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

- ① Location of vacancy should be visible to Candidates while applying for any post. (multiple apply for multiple location)
- ② Personal info (application form) → Name of spouse (4 order) (Husband/Wife)
- ③ Subcategory inside Category (from the sample doc.)
- ④ Centre master - Seat colouring Req.
- ⑤ In case of any open change (if appear) - will be informed over phone before "go live".

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

	①	②	③	④
Signature & Date	 (Suresh Kumar) Supd. G.O. (G.O.)	 28/11/17 (Suresh Kumar) J.O.A (IT)	 28/11/17 (Rakesh Kumar) Clerk	 (Vijay Singh) Section Officer

Section Officer (Recruitment)
Himachal Pradesh University
Shimla-171005

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शिमला-171005

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Admission & Academics
Module Head Name:	COE HPV. Mr. J. S. Negi
Designation:	
Date & Place:	25/7/2017 COE HPV office

I have reviewed the features and functions for the Admission & Academics Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

Presentation was very effective and to the point. Suggestions from different branch were given to the presenters and found the preparation of 'Academic and admission schedule' up to mark.

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Dr. J.S.
25/7/17

Signature of Controller of Examination
Date

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Incharge
Computer Center
HLP University, SHIMLA

USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM

Module Name	Pre-admission
Module Head Name:	Narinder Sharma
Designation:	Jr. Asstt.
Date & Place:	15/7/17 Shimla

I have reviewed the features and functions for the Pre-admission Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

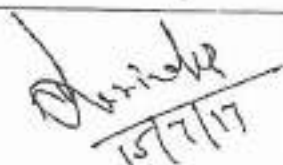
Remarks

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

I have seen the module of Pre-admission & it was found satisfactory.

Signature & Date


15/7/17

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Incharge
Computer Center
H.P. University, SHIMLA

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name: Pension Module
 Module Head Name: Shiv Kumar
 Designation: Section Officer
 Date & Place: 14/7/2017

I have reviewed the features and functions for the Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved.

Remarks

- 1) Restoration Reminder Show after 15 Year from Date of Retirement.
- 2) Pension allowance Reminder after 65, 70, 75, 80, 85 and 95 from Date of Birth.
- 3) After 100 Year pension will be double.

Overall Remarks

Satisfactory ☒
 Unsatisfactory ☐


 Signature
 Section Officer (Pension)
 Himachal Pradesh University
 Shimla-171005


 Incharge
 Computer Center
 H.P. University, SHIMLA

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CITI

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	PRE-Examination
Module Head Name:	Dr. J. S. Negi
Designation:	COE
Date & Place:	30/8/2017

I have reviewed the features and functions for the PRE-Examination Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

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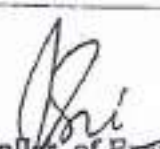
Overall Remarks

Satisfactory ☒

Unsatisfactory ☐

30/8/2017

Signature &
Date


Controller of Examination
H.P. University
SHIMLA-5

Incharge
Computer Center
H.P. University, SHIMLA

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USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM

Module Name	UAT - CMC - 2016 (Result Processing)
Module Head Name:	Dr. J. S. Negi
Designation:	CoE
Date & Place:	30/8/2017

I have reviewed the features and functions for the CMC-2016 (Result Processing) module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved.

Remarks

--

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature & Date	30/8/2017
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Controller of Examinations
H.P. University
SHIMLA-5

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Computer Center
H.P. University, SHIMLA

USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM

Module Name	UAT - CMC - 2017
Module Head Name:	Dr. J. S. Negi
Designation:	COE
Date & Place:	30/8/17

I have reviewed the features and functions for the CMC-2017 Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved.

Remarks

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

30/8/2017

Signature & Date


 Controller of Examination
 H.P. University
 SHIMLA-5


 Incharge
 Computer Center
 H.P. University, SHIMLA

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USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Letter & Correspondence Module
Module Head Name:	
Designation:	
Date & Place:	GAD -

I have reviewed the features and functions for the Letter & Correspondence Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

- ① By hand date to be added in Date Type. - urgent fix.
- ② Check box for received/informing date to be maintained in separate grid. (issent)/Bansheri Dist.
- ③ Forwarded Date for wrong Date received maintenance for forwarding is to be concerned Section.
- ④ Dispatch number for tracking in dispatched DAK info.
- ⑤ Forwarded, Reg DAK, - DAK Type, Dispatch Date Reports.

Overall Remarks

Satisfactory ☒

Unsatisfactory ☐

Signature &
Date

Zon

Bansheri
Section Officer
GAD - Bansheri
H
SHIMLA - 171005

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USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Grievance Module
Module Head Name:	
Designation:	
Date & Place:	GAD -

I have reviewed the features and functions for the Grievance Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

- (1) Combine Several Grievances under one grievance.
- (2) Can be forwarded to multiple depts.
- (3) List of Committees against each grievance no. in Grievance Reck page.
- (4) Decision to be added in report.

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature &
Date

3m

[Signature]
20/06/2019
H
SIML 17100

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H.P. University, SHIMLA



HITI

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Convocation Management
Module Head Name:	
Designation:	
Date & Place:	GAD & Degree Cell.

I have reviewed the features and functions for the Convocation Management Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

- ① Allocation of work for each Committee - Stage Committee, Innovation Committee, Chief guest Committee, etc.
 - ② New page for maintaining the records of students who do not respond to SMS of invitation.
 - ③ Each Committee will present its progress report based on the allocated work.
 - ④ Mail & SMS to be integrated for sending letters to outsiders.
 - ⑤ Detail of invites to be entered in system for invitation. Just like Student invitation.
- Overall Remarks: ① Outside invitation card format to be downloaded from reports.
- Satisfactory ☒ Unsatisfactory ☐
- ① Academic procession - Review order in Seniority from Dr. to Chief guest & last.
- ② Notification system for entering the notification as per format.

Signature &
Date

[Signature]

[Signature]
Section Officer
Gen. Administration
H.P. Sahitya Akademi
SHIMLA-171005

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H.P. University, SHIMLA



ITI

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	VC 4 Administration office Mgt. Module
Module Head Name:	Sh. Dhanraj Dutt Sharma, Asst. Secy, Indira Nagar, J
Designation:	(SPS to VC) & Suseela, Sushel (VC Staff)
Date & Place:	VC Office

Note Taken - AMIT KAUSHIK

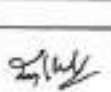
I have reviewed the features and functions for the VC 4 Administration office Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

① Synchron Caller-ID Call record with Software.

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature & Date	 Section Officer (Recruitment) Himachal Pradesh University, Shimla-171005	 Special Officer Secretary to Vice-Chancellor H. P. University Shimla
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Computer Center
H.P. University, SHIMLA



HITI

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Transport & Fleet Management.
Module Head Name:	Sh. Kishori Lal, Rai Singh Chauran.
Designation:	Pool officer, Senior Assistant.
Date & Place:	Pool office (HPV)

Note Taken - : AMIT KAUSHIK, Ankit Panwar

I have reviewed the features and functions for the Transport & Fleet Mgt Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

- ① 2 Computer Operators.
- ② Internet Connection.

Overall Remarks

Satisfactory ☒

Unsatisfactory ☐

Signature &
Date

[Signature]
10/4/2019

[Signature]
00: 10/4/19
H.P. University Shimla

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CITI

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Tour And Travel Mgt.
Module Head Name:	Mr. Pradhan Singh, Mr. Harish
Designation:	clerk and Sr. Assistant.
Date & Place:	Accounts I branch, (Administrative Block).
Note Taken - AMIT KAUSHIK and AMIT TANKHAR	

I have reviewed the features and functions for the Tour and Travel Mgt. Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

- ① Time Field also Added. / Noty Km.
- ② Place Visit From Place To Place. Add more place
- ③ Reports on all criteria.

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature &
Date

P. S. / 12/4/19

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M
Incharge
Computer Center
H.P. University, SHIMLA



HP

USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM

Module Name	Legal Cell Mgt.
Module Head Name	Dr. K. K. Sharma, H.P. University (S.O.)
Designation	Asst. Professor
Date & Place	25/11/2014 (Legal Cell) H.P. University Shimla

I have reviewed the features and functions for the Legal Cell Mgt. Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved.

Remarks

- (1) Case Abt. of Case file no. not done left mandatory
- (2) Add more 3rd Version 1, Version 2
- (3) Affidavit Change to Reply
- (4) Hearing details change to Hearing direction/decision
- (5) Tax and Surcharge Field added to Advocate Payment
- (6) In Supreme Court, For type should be Hearing.
- (7) Paperwork Like Report

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature & Date		
		Section Officer 25/11/2014

SIMLA-171006

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Computer Center
H.P. University, SHIMLA



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USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM

Module Name	RTI Cell Mgt.
Module Head Name:	Jagdish Thakur, Bhagat Ram
Designation:	Supr. (GAD), Supr. (EC)
Date & Place:	GAD - RTI Cell.

Note Taken - Amit Kumar & Anshu

I have reviewed the features and functions for the RTI Cell Mgt. Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

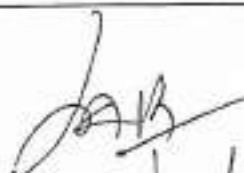
- ① In GAD Registration. If applicant select IS BP2 Category then File Upload is Mandatory.
- ② First time (Fresh). Fees should be Mandatory

Overall Remarks

☒ Satisfactory

☐ Unsatisfactory

Signature &
Date


Section Officer
General Administration
H.P. Sahitya Akademi
SHIMLA-171006

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Incharge
Computer Center
H.P. University, SHIMLA



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USER ACCEPTANCE TESTING - ACCEPTANCE SIGN-OFF FORM	
Module Name	Medical Service Mgt.
Module Head Name:	Dr. Vinay Kumar - CMO
Designation:	CMO
Date & Place:	Health Medical Center - University
Note Taker - AMIT KAUSHIK and Ankit Ankit Panwar.	
I have reviewed the features and functions for the <u>Medical Service Mgt.</u> Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:	
Remarks (1) 2 operators are required from University End. (2) Internet Connectivity to be improved from University End.	
Overall Remarks ☒ Satisfactory ☐ Unsatisfactory	
Signature & Date	 Incharge Health Centre H.P. University, Shimla-5 

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H.P. UNIVERSITY

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Physical File Tracking System
Module Head Name:	Mr. Jagdish Thakur,
Designation:	Sr. Asst. (GAD)
Date & Place:	GAD

Note Taken - AMIT KUSHWA

I have reviewed the features and functions for the Physical File Tracking System Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

① Reports required - between dates, Approval authority etc.
② e-notesheet attachment in file.

Overall Remarks

☒ Satisfactory

☐ Unsatisfactory

Signature &
Date

[Signature]

[Signature]
29-4-2019
H
SIMLA-171006

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Incharge
Computer Center
H.P. University, SHIMLA

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CITI

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Guest house Management
Module Head Name:	Secril Kumar (Care taken - G.H), Sanjay Sharma (Asst. Teacher)
Designation:	Care taken and Incharge.
Date & Place:	Guest house - 08/04/2019.

Note Taken — Anur Kavirat & Pinket Lammari.

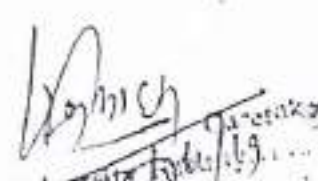
I have reviewed the features and functions for the Guest house Management Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

- ① Reference letter upload ~~is~~ mandatory - room request form.
- ② 2 day gap is mandatory before booking date and date of occupancy (like for 12th date, not possible after 9th date).
- ③ Room change option will be available till payment is not received.
- ④ Direct check-in will be allowed for any time.
- ⑤ Noting on bell "The guest should ensure that they pre-check-in charges in the room be - (~~payment~~ ^{all} ~~not~~ ^{pre-check-in} ~~done~~ ^{charges} for bill) - ~~visit~~ ^{visit} at the time of check-out"

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature & Date	 Anur Kavirat H. J. University, Shimla	 08/04/2019 94180-36208
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**IMPLEMENTATION – SIGN-OFF FORM**

Module Name	Conference Management
Module Head Name:	Shreshank Sharma
Designation:	JOA (IT)
Module Implementation Status:	
Date & Place:	13.12.19 - DSW office

I have reviewed the features and functions for the Conference Module. Module
and agree that all the features are properly implemented in this module (based on the requirement and UAT)
and I am able to perform all my expected job function tasks and activities normally or have indicated all the
issues preventing me from performing my duties as defects to be reviewed and resolved

Remarks

- IUMS -
- Reject button in the Request page.
 - To check Audi Availability
 - Booking before 15 days.
- Others-
- Outside booking also with payment
 - Purchase Dropdownlist.
 - User cannot Request for last two days of month (Audi)

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Shreshank Sharma
B/12/19

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in charge
Computer Center
H.P. University, SHIMLA

Shreshank Sharma
Dean Students Welfare
H.P. University
M.A. 71005



CITI

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	Knowledge management Portal.
Module Head Name:	Dr. Manish Kishore
Designation:	Incharge - Computer Center.
Date & Place:	Computer Center Incharge office - 26-4-19

Note Taken - Amit Khosla

I have reviewed the features and functions for the Knowledge Management Portal Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

--

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature & Date	<i>[Signature]</i> In Charge Computer Center H.P. University Shimla <i>[Signature]</i> Incharge Computer Center H.P. University, SHIMLA
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HITI

USER ACCEPTANCE TESTING – ACCEPTANCE SIGN-OFF FORM

Module Name	University Resource Center (URC)
Module Head Name:	Dr. Mahesh Kumar
Designation:	Incharge - Computer Center.
Date & Place:	Computer Center Incharge office, - 23-4-19
Not Taken - Amit KAUSHIK.	

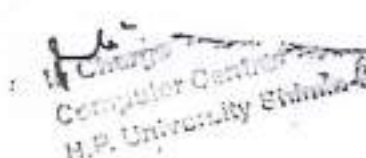
I have reviewed the features and functions for the URC Module and agree that they are appropriate to my business area and attest that I was able to perform all my expected job function tasks and activities normally or have indicated all the issues preventing me from performing my duties as defects to be reviewed and resolved:

Remarks

--

Overall Remarks

Satisfactory	☒
Unsatisfactory	☐

Signature & Date	 Incharge Computer Center H.P. University Shimla
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Incharge
Computer Center
H.P. University, SHIMLA

**CONTROLLER OF EXAMINATIONS
HIMACHAL PRADESH UNIVERSITY**

No. PS/COE/HPU/2021

Dated: 09th December, 2021

The Himachal Pradesh University started its Automation of Examination from the year 2013 onwards. Initially, it was started with Pre Examinations module i.e. filling-in the examination forms downloading admit cards, generating cutlists and attendance sheets, result preparation & processing, providing facility to students to download grade cards after declaration of result and preparing tabulation sheets for record of University. Though at initial stage the result of Automation was not very encouraging but with-in a couple of years it was accepted and staff as well as students became familiar with this. The whole examination module was developed by our staff which continued till 2016-17. In the year 2016 the University signed an agreement with ITI Ltd., A Govt. of India undertaking to bring the whole Examination system alongwith complete University business through ERP (Enterprises Resource Planning). There were total 38 modules, wherein the examination was given first priority to begin with. Since then the above mentioned all activities were shifted on ERP including other leftout modules of examinations, such as Registration & Migration, Re-Evaluation, Gazette notification, preparing History sheets, keeping the record of Degree issuance etc. was also included in this system. This whole process was adopted for Under Graduate courses in the first stage on pilot basis and after getting successful results the PG courses were also shifted on this system. The whole PG classes in Himachal Pradesh University campus was made online. Re-admission, Entrance Tests, application forms, Roll Nos. generation, preparation of merit lists, online counselling in some courses were also undertaken through this system. Now the University has started OSES (On Screen Evaluation System) on

pilot basis from November 2020 session in ten subjects. The same is being adopted for other courses also from the session June 2021. Further, the University is planning to bring the activities like Question papers delivery, generation of date sheets, linking it with students admit cards and paper bundling system (online attendance) very soon. Result processing is fully automated and students are getting their results online and can download their grade cards by using their Unique ID and Password. The institutions affiliated with the University have also been provided with the college ID's and Password at two stages i.e. Teacher/ Clerks level and Principals level for uploading the data and further for verification. Institutions can also download the complete Gazette and data of each and every student for verification and their records.

Apart from above University is looking forward to take up all others leftout modules as required to strengthen the online examination system through IT integration.


Controller of Examinations
~~Controller of Examinations~~
H.P. 20. 2019
SEMLA-3

IT Integration of Exam

IT integration and reforms in the examination procedures and processes-

1. In the PG courses, the process of filling up of Online exam forms till the result declaration (online Form filling, Admit Card, Cut List, Attendance Sheet, result processing, Grade Cards, Tabulation Sheets) was started in the year 2013-14 up to 2016-2017.
2. The whole examination procedure above mentioned at st. coll shifted to ERP from the session 2017-18 onwards. For this, the University has signed an agreement with M/S ITI Ltd. Govt. of India Undertaking.
3. In the PG courses, the process of Online Admission till the result declaration was started in the year 2018.
4. On Screen Evaluation System (OSES) was started on a pilot basis in some of the courses under PG system. The same is being adopted in the other remaining courses from this session.

100% automation of entire division & implementation of Examination Management System (EMS) (Yes/No)

Yes.
Automation of all the activities has been initiated in the University with the implementation of ERP system, except some of the activities like Question Paper delivery system and generation of Date-sheet and its linking with Admit Card etc.

Student registration, Hall ticket issue & Result Processing are automated (Yes/No)

Yes

Student registration, & Result Processing are automated (Yes/No)

Yes

Result Processing is only automated (Yes/No)

No, Only result processing is not automated, but all the activities stated in preceding columns are automated.

Follow Manual methods

No

Link to the relevant document

Two No. copies agreement with ERP ie ITI Limited is attached

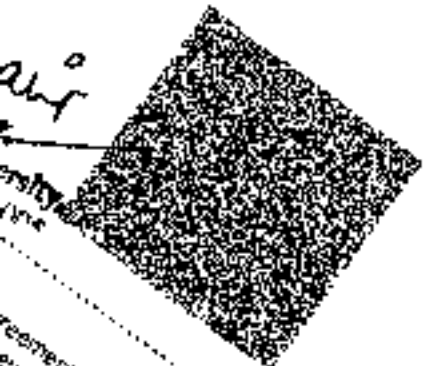
Any additional information

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[Signature]

At
Uniq.
Purcha.
Descriptio.
Property Des.
Consideration

First Party
Second Party
Stamp Duty Paid By
Stamp Duty Amount(Rs.)



Agreement is made on this ... day of ...
ent of India Undertaking incorporated
Corporate Identity No. L32202
Bangalore, referred to
next

Please write clearly
AGREED



सत्यमेव जयते

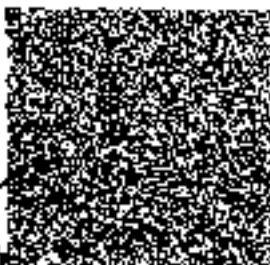
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Account Reference	: IMPACC (IV): 51712703/ DELHM/ DL-DLH
Unique Doc. Reference	: SUBIN-DL01712703101955181085090
Purchased by	: ITI LTD
Description of Document	: Article 5 General Agreement
Property Description	: Not Applicable
Consideration Price (Rs.)	: 0 (Zero)
First Party	: ITI LTD
Second Party	: HIMACHAL PRADESH UNIVERSITY
Stamp Duty Paid By	: ITI LTD
Stamp Duty Amount(Rs.)	: 100 (One Hundred only)

Sharma
Registrar
H.P. University
Shimla-171005



Please write or type below this line.

AGREEMENT

This agreement is made on this day of June 2016 at between M/s ITI LIMITED, a Government of India Undertaking incorporated, registered and regulated under the Companies Act 1958 of India with Corporate Identity No. L32202KA1960GO100064C, having its registered & Corporate office at ITI Bhawan, Dooravaninagar, Bangalore-560016, & one of its Regional Office at 201-202 Rohit House, 3 Tolstoy Marg, New Delhi-110001, represented by its authorized signatory Mr. J.P. Tripathi, Chief Manager-Marketing & HR, hereinafter referred to as "Contractor/Supplier/ITI Ltd." (which expression shall, unless it is repugnant to the subject or context thereof mean and includes its successors in interest and permitted assigns etc.) of the FIRST PARTY,

AND

Himachal Pradesh University, Summer Hill Shimla - 171005, Himachal Pradesh (hereinafter called the

Page 1 of 11

Statutory Alert:

1. The information, if its Stamp Certificate is not available, is not valid. Any document, if it is stamped with Certificate, will be valid only if it is stamped with the Stamp Certificate.

2. The information, if its Stamp Certificate is not available, is not valid. Any document, if it is stamped with Certificate, will be valid only if it is stamped with the Stamp Certificate.

"University/Customer/HPU" through its duly authorized signatory, Registrar which expression shall, unless repugnant to the context, include its successors in business, administrators, liquidators and assigns or legal representatives of the SECOND PARTY

The Parties hereto shall hereinafter be collectively referred to as Parties and individually as Party.

WHEREAS ITI Ltd. as a supplier and implementer of Educational Enterprise Resource Planning (ERP) Product (Integrated University Management System, hereafter referred to as 'IUMS') has agreed with the H.P. University for Supply & implementation of the components of IUMS, in accordance to the University's Letter/P.O. No hpu/cc/Web MIS/IUMS/SPO-16 dated 11/04/2016

AND WHEREAS the Parties hereto now agree to act in mutual agreement in accordance with agreed terms and conditions described hereinafter:

PART - I

(DEFINITIONS)

In this agreement unless the context otherwise requires, the following words have the meaning as described herein under:-

- I. **Software Requirement Specification (SRS)** means the Software Requirement Specification (SRS) to be prepared by FIRST PARTY, after elaborate discussions with the concerned University stakeholders and approval by SECOND PARTY for the functionalities of SECOND PARTY. This document shall include Man Machine Interface (MMI), Data Flow and Process Description
- II. **Project Schedule** means the Schedule of target performance milestone relating to this project
- III. **Working Day:** means weekdays from Monday to Saturday, excluding Holidays/national holidays notified by Central/State Government and 2nd Saturday will be holiday.
- IV. **Prime-Shift:** Prime-shift would mean working hours from 10:00 a.m. to 05:00 p.m. on working days.
- V. **IUMS:** Together with the modules enclosed constitute the "Integrated University Management System (IUMS) and each one of them is termed as "IUMS Module"
- VI. **Completion of IUMS:** The project is deemed to be completed after successful rendering of handholding support and expiry of the warranty period as depicted in this agreement.
- VII. **Implementation:** means IUMS sub-system wise installation of on the target platforms and making IUMS functional through web based Internet/intra-net network so that the results/reports could be obtained successfully from the test data as per approved SRS. Test Data means the data provided by project team of SECOND PARTY to FIRST PARTY and uploaded in the database for User Acceptance Test (UAT) of different modules as per SRS.
- VIII. **Implementation Support:** means helping the user in resolving IUMS related operational problems.
- IX. **Handholding:** means deployment of a dedicated trained resident support engineers for a fixed period as per Warranty and AMC obligations after the final implementation at SECOND PARTY

Registrar
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H.P. University,
Shimla-171005



The prime responsibility of the support staff shall be to ensure that application remains accessible to the identified users during normal working hours. Furthermore, the support staff shall also offer immediate assistance to the users, whenever they face difficulty while working on the software. However, this responsibility shall clearly exclude owing or assuming in any sense, data entry services on behalf of the users of SECOND PARTY. The SECOND PARTY users will operate the software themselves and the Handholding Staff shall provide functional or technical assistance whenever needed. The Handholding term may, nevertheless, be extended for a suitable period and in number as per the rates prescribed in the proposal.

PART - II (GENERAL PROVISIONS)

Terms and conditions

Scope of work- The work to be executed with HPU will be as per the scope of the work laid down by ITI Limited in its

- (A) Technical proposal submitted on 19th Nov 2016, Ref. No. BDL2K15/ITI/UMS/HP
- (B) The meeting on 17/03/2016 in Registrar Office, H.P. University, Shimla
- (C) Email received for clarifications from M/s. ITI Ltd. on dt. 29th Mar. 2016 & 05th April, 2016 and as duly approved by HPU

The financial details is provided in Annexure-I.

1. Payment will be released by the University from time to time on submission of Original Bill(s), Receipt, and Delivery Challan(s) by ITI and HPU shall clear the payment within 15 days of the receipt thereof

PAYMENT TERMS:

- 2.1. For UMS System offered Modules:

For PHASE -1 (Module list enclosed)

- 45% Payment against Delivery of Modules CDs.
- 45% Payment against consolidated scorecard generation of RUSA Examination Results for 2015-16 session till July 2016.
- 10% Payment against implementation of all Modules

For Customization and Implementation Services:

- 10% of the total cost of UMS licenses is fixed as charges for Customization. However, if there is any change request from the University after UAT as per SRS, then, the charges shall be applicable on Man Month basis as per rates mentioned in ITI's Commercial Proposal dated 19th November, 2015, Ref. No. BDL2K15/ITI/UMS/HPU.
- Implementation Cost shall be applicable as mentioned in ITI's Commercial Proposal dated 19th November, 2015, Ref. No. BDL2K15/ITI/UMS/HPU and Annexure-1 of this agreement

- 2.3. The University shall clear all dues and payment within 15 days of the receipt of ITI Invoice and in the event of any delay in making the payment within the stipulated time period, would entitle ITI to claim interest on the amount due on the basis of prevailing current rate of interest till its realization. The University shall make all payment due through RTGS favouring ITI Limited, payable at New Delhi

Page 3 of 11

Handwritten signature
Registrar,
H.P. University,
Shimla-171005



Link to the relevant document

Any additional information

Two No. copies agreement with ERP & ITI Limited is attached

as per details provided in Invoice or in a separate communication before the release of the payment.

2.4. Payment terms for Hosting Services:

The University has agreed in accordance with the following payment terms

- Order and payment shall be made to FIRST PARTY, New Delhi. Service Tax would be charged extra at actual at the time of billing for retaxing cost.
- Delivery of services will be within three days from the date of PO along with three months hosting charges.
- Hosting can be purchased for a minimum of one-year duration.
- Every Quarter charges for hosting services needs to be paid within 15 days of the billing cycle.
- The mentioned hosting shall be provided on level 4-data center/ cloud.

2. Taxes & Duties

As applicable Taxes & Duties shall be charged extra, as per the rates and regulations prevailing at the time of billing.

3. Total Delivery & Customization Time

M/s ITI Ltd. shall ensure delivery of the modules (as per Purchase Order) with license within 28 working days of the receipt of the PO.

Customization and implementation (User Acceptance Testing-UAT) of IUMS shall commence within 180 working days from the date of issue of the purchase order subject to required support from HPU.

4. Warranty

M/s ITI Ltd. shall furnish a warranty for satisfactory functioning of IUMS for 90 days against any bug or operational/ performance shortcomings from the date of successful User Acceptance Testing (UAT) of the Modules/ Software. All software inconsistencies shall be removed by ITI during this warranty period. Software support shall not amount to new application development/new process for software and other business activity of the department or for that matter up gradation of existing processes. Handholding services shall be limited to technical handholding of IUMS.

5. Boarding

University will provide lodging and boarding of the IUMS project professionals in their Guest house with university official charges as applicable to Experts coming to university on official duty during the period

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6. Project Monitoring

There shall be a project monitoring committee to be constituted jointly by M/s ITI Ltd. and HPU to ensure expeditious completion of the project solution and for removal of bottlenecks in the execution of the project.

7. Penalty

In the event of M/s ITI Limited failing to complete the task as per agreed schedule or within extended time schedule, HPU may impose penalty and liquidation damages @0.25% (decimal two five percent) per week subject to maximum of 5% of the total value of the order. This failure however should have been resulted only due to reasons solely attributable to the ITI and wherein no act or omission of HPU contributed to such delay. Any delay attributed to HPU beyond agreed schedule of approval and availability of stakeholders, required data for migration, trainees etc., will attract similar penalty on HPU and will be paid additionally as per cost in invoice.

8. Technologies and Resource Provisioning for Customization of ERP Product and its Platform

M/s ITI Limited will ensure that the technologies for the customization of IUMS and platform shall be as per the bid/proposal submitted to the University. Timely provisioning of System software, hardware, Cloud/ datacenter, required approvals/suggestions and Users for training would be the responsibility of the University as per the project schedule for timely execution of the same.

9. Project Implementation Plan and Methodologies

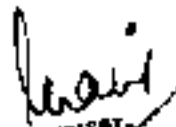
M/s ITI Limited will ensure implementation of methodologies, as per details provided in the commercial proposal of ITI.

M/s ITI Limited will provide free of cost full training of IUMS usage as well as administration to four technical employees of the University & module wise training to four concerned employees of the related module(s) in the University as per the mutually agreed schedule. University acknowledges and confirm that in the event of any trainee, so designated by University, ceases to be part of training for any reasons whatsoever and University wishes to replace such trainee with another trainee, the training so imparted shall be deemed as additional training, which may be on chargeable basis at such rates and/or such terms and conditions as Parties hereto would agree mutually.

11. IUMS Acceptance Testing

IUMS Software acceptance testing will be module wise conforming within the scope of work and details of acceptance testing as laid down in Acceptance Test Plan (ATP) after approval of SRS. This will be conducted at SECOND PARTY.

M/s ITI Limited will provide to SECOND PARTY data entry formats and detailed guidelines, for the preparation of data for different modules and such data will be entered by SECOND PARTY. Preparation of test data by SECOND PARTY and data entry by SECOND PARTY will be as mutually


Registrar,
H.P. University Training
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agreed upon and normally within 20 working days of intimation of task. University acknowledges that under no circumstances, M/s ITI Limited shall be held responsible or liable for any entries inserted by University, if at any point of time are found to be incorrect or inconsistent;

ii. Upon the customization of LUMS module as per SRS, M/s ITI Limited shall certify in writing to the SECOND PARTY that the LUMS module is ready for acceptance and to this effect, M/s, FIRST PARTY, shall give University 15 days advance notice prior to the commencement of acceptance testing, requiring designated representatives of University to observe and participate in acceptance testing

iii. The LUMS shall be subject to acceptance testing at SECOND PARTY, to be conducted not later than 15 days with the test data as completion of implementation and duly providing acceptance report of LUMS module within three days of conducting the test. In the event of University failing to conduct the test within the stipulated time period, LUMS shall be deemed as accepted. It is clarified and well understood amongst and between the parties hereto that the purpose of such acceptance testing is to demonstrate that the LUMS module has been completed and is capable of performing in accordance with the SRS.

12. **Documentation & Deliverables** M/s ITI Limited shall, provide the user manuals of the customized version of the Application Software (LUMS) to SECOND PARTY on completion of acceptance of each module.

13. **Bank Guarantee**

M/s ITI Limited will submit performance Bank Guarantee @5% of the total work order value against successful completion of the project before the second payment of 45% of Invoice value. The Bank Guarantee will be forfeited in the event of ITI failing to fulfill its contractual obligations and upon proving beyond doubt ITI's sole and deliberate negligence.

14. **Annual Maintenance/ Annual Technical Support:**

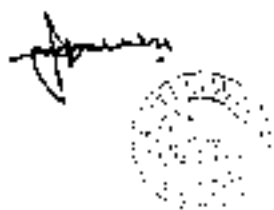
AMC beyond the contractual period will be at 10% of the basic cost of the modules. However, it will be payable annually in advance. During AMC ITI shall provide support for all bug fixation issues. Two qualified engineers will be stationed at University by the ITI during the AMC period. One engineer shall be posted in the University for the AMC support of Phase - 1 and second engineer shall be posted in the University for the AMC support of Phase - 2

15. ITI is expected to ensure correct & satisfactory functioning of the LUMS Application, without any programming bug, during the warranty & AMC contract period. ITI will provide full time Prime shift (9:30 a.m. to 05:30 p.m.) support to the University through ITI's on-site resources in 31 working days (means all the University's working days, excluding Holidays/ national holidays as notified by the University) to ensure the efficient day-to-day functioning of LUMS. Support from Development Center may be available from Monday to Saturday - 10:00 A.M. to 5:30 P.M., only. Response time for any support call would be maximum eight working hrs.

16. Customization for the efforts in additional functionalities (currently fixed at 10% of the total cost of the module licenses up to UAT as per approved SRS) and additional Hand Holding will be charged extra. University shall approve or reject the said CAPGAD efforts within 5 working days from the date of submission, and in the event of there being no written approval or rejection being received from University within the stipulated time period, the same shall be considered as approved change/ customization request and for which University shall make the payment to M/s. ITI Limited in accordance with invoice so raised.

17. HPU shall approve the detailed SRS (Software Requirement Specification) in writing, within 15 days of

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SRS being submitted to it. SRS shall be comprehensive and exhaustive enough to cover entire requirement and specifications for the project acceptance submitted by FIRST PARTY. Any modification in the SRS would have to be communicated within the stipulated time period and should not be beyond the scope of work already agreed as part of the present understanding. Frequent changes in the communicated functionalities by the University stakeholders will attract additional efforts and subsequent cost thereof. Midway change of the University stakeholders in different functions during SRS is not welcome and requires subsequent increased cost for increased efforts.

18. University shall designate a Project Chairperson/Director/Manager who will take the responsibility of coordinating from University's side activities related to this Project execution and will act as the main interface between University & M/s. ITI Ltd..
19. University shall provide specific and detailed information concerning the University workflow, procedures and transaction volumes as they relate to the use of IUMS through their respective stakeholders. However all reengineering suggestions will be accepted to mend the ways in different functions, which generally results in more efficient working and redundancy in operations, using a well established product like IUMS.
20. University shall arrange computer Projector, whiteboard etc. for providing training to Users of the University.
21. M/s. ITI Limited shall submit its bill & invoices in Triplicate, in consonance with the commercial Proposal submitted to the University.
22. Governing Law - The interpretation, construction and performance of this Agreement shall be governed exclusively by the laws of India and the Parties submit to the exclusive territorial jurisdiction of the Courts at Shimla.
23. Installation and Satisfactory working of IUMS shall be ensured by ITI and the concerned official duly nominated by the Project Committee of HPU shall issue certificate to this effect on successful UAT as per SRS.
24. Force Majeure - If at any time during the continuance of this contract the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reason of any war, hostilities, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restrictions or acts of God (herein after referred to as 'events'), provided notice of the happenings of any such event is given by either party to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such events be entitled to terminate this contract nor shall either party have any claim for damages or any relief against the other in respect of such non-performance or delay in performance and deliveries under the contract shall be returned as soon as practicable after such event has come to an end or ceased to exist, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reasons of any such event for a period exceeding 90 days, both parties will consult each other regarding the revision of the contract on agreed equitable term or otherwise devise future course of action. Each party shall bear its costs & losses arising out of or on account of such force majeure.
25. Non-Waiver: No term or provision of this agreement shall be deemed waived and no breach thereof shall be deemed excused unless such waiver or consent is given in writing and signed by the University Official to have waived or consented. No consent by any party to, or waiver of, or a breach by the other, whether express or implied, shall constitute consent to, waiver of, or excuse for any different or subsequent breach.
26. Confidentiality: Both the parties need to keep this agreement confidential including the terms of this

project engagement, cost implication, payment terms etc. As a special gesture FIRST PARTY, has extended extraordinary privileges to HPU and the same cannot be shared in public domain or with other prospective clients of FIRST PARTY.

27. **Notice:** Any notice, request, demand, approval, consent or other communication provided or permitted hereunder will be in writing and given by personal delivery or sent by registered mail or Fax, or by email to the party for which it is intended at its address as follows:

For ITI:
Chief Manager – HR & Marketing,
ITI Limited,
Rohit House 201-202, Telstop Marg,
New Delhi-110001.

For University:
Registrar
Himachal Pradesh University
Summer Hill, Shimla-5

28. **Amendments to agreement:** No amendment to this agreement shall be effective unless it is in writing, mutually agreed upon and signed by duly authorized representatives of the Parties.
29. **Subsequent Order:** In case PO for implementation of Phase 2 is awarded by the University on ITI Ltd., Techno-commercial terms will be applicable.

(A) As per Commercial Proposal submitted by ITI Ltd. vide Ref dated 19th November 2015, Ref. No. BDL/2K/5/11/4UMS/HPU

(B) The meeting on 17/03/2016 in Registrar Office H.P. University, Shimla

(C) Email received for clarifications from M/s. ITI Ltd. on dt. 29th Mar. 2016 & 5th April, 2016 and as duly approved by HPU

(D) and mutually agreed terms between the parties.

(E) **Intellectual Property Right:** The product Integrated University Management System (IUMS) is an IPR protected product of OEM and ITI Ltd. is only implementer of the product.

(F) **Liability and Indemnification:**

- i. Neither of the parties will be liable to the other for any indirect, incidental, consequential, special, punitive or exemplary damages arising out of this agreement, including, but not limited to, those for business interruption or loss of profits, even if one of them has been advised of the possibility of these type of damages.
- ii. However, the limitations described above in this section do not apply to either party's indemnification obligations, as well as any losses caused by fraud, bad faith, gross negligence, willful misconduct or either party's breach of its confidentiality obligations.
- iii. Parties hereto agree to defend, indemnify and hold harmless to other party's directors, officers, employees and agents (each referred to as an Indemnified Party) from and against any and all third party claims, actions, demands, liabilities, losses, damages, judgments, settlements, costs and expenses, including reasonable attorneys' fees (collectively referred to as Losses), as long as these Losses (or actions regarding the Losses) are based on, arise out of, or are related to

1. breach of any of its representations, warranties or covenants in this Agreement.
 2. any act or omission by either party that constitutes fraud, bad faith, gross negligence or willful misconduct, or
 3. any injury or damage caused by either party to employees or property of other party during the performance of their obligations under this Agreement.
- iv. The indemnified party agrees to promptly notify the indemnifying party of any identifiable claim. However, if the indemnified party fails to promptly notify the indemnifying party, it will not relieve the indemnifying party of its indemnification obligations under this Agreement unless the indemnifying party has been materially damaged by the delay. The indemnifying party will also be provided with an opportunity to defend or negotiate a settlement of any claim and agree to cooperate to the extent reasonable with the indemnifying party, at the indemnified party's expense, in defending or settling the claim. The indemnified party reserves the right, at its own expense, to participate in the defense of any matter subject to indemnification by the indemnified party.
- v. Settlement - Without the indemnified party's written consent, the indemnifying party agrees not to settle any claim if the settlement (i) contains a stipulation to or admission or acknowledgement of, any liability or wrongdoing on the part of the indemnified party; (ii) involves the incurrence of any costs or expenses on the part of the indemnified party; or (iii) imposes any obligation upon the indemnified party.

(F) Termination - This Agreement can be terminated in the following circumstances:

1. If either of the Party materially breaches any of representations, warranties, covenants or agreements in this Agreement or otherwise fails to perform any of material obligations in this Agreement or, the other party sends a written notice advising of the breach or failure and providing a Seven business day period for the breach or failure to be cured. If the breach or failure hasn't been cured within this Seven business day period, the non-breaching party can immediately terminate this Agreement.
2. Either of the Party hereto may terminate this Agreement for any reason at any time upon one month's written notice to the other party. However, in the event of either of party opting to exercise this clause, the party availing rights under this clause shall clearly render all its payment dues/ services, as the case may be, as was due in accordance to this agreement, till the date of termination of the agreement, and by the end of notice period, as applicable, all dues/ services will be executed to mutual satisfaction of the parties hereto.
3. All other rights and obligations of each of Parties in this Agreement will terminate, except rights and obligations of Parties which are intended to survive the Agreement termination or expiration will survive.

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 Registrar,
 H.P. University,
 Shimla-171005.

PART - III

RESPONSIBILITIES OF M/s ITI LIMITED

(G) Responsibilities of First Party
 M/s ITI Limited;

- a. Shall designate in writing one individual to serve as its project manager/coordinator and an alternate, in connection with the implementation of this agreement, who will be heading the project team and discharge all the responsibilities on behalf of FIRST PARTY. Such individual(s) should have adequate authority to ensure smooth execution of the contract.
- b. Shall study the working system and operations of SECOND PARTY as part of SRS study with related University stakeholders.
- c. Shall analyze the information collected during the study and generate System Requirement Specification (SRS) Report and submit to SECOND PARTY for approval.
- d. Shall provide the list and detailed specifications of the suggested hardware, and network.

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requirement for implementation of the project along with System Design Document (SDD).

- e. Shall design and develop the customization part of the Integrated University Management System as per final SRS and assist in User Acceptance Testing of the Application Software modules
- f. Shall do implementation, handholding and maintenance support during the warranty period of Integrated University Management System and other services/terms as stated in this agreement.
- g. Shall provide written guidelines and formats for preparing test data to SECOND PARTY.
- h. Shall conduct a test run with the test data (after completion of test data entry by SECOND PARTY) to the satisfaction of SECOND PARTY to check that the data entered can be loaded and run into the customized system.
- i. Shall provide and manage Cloud platform.
- j. Shall provide the Resident Engineer of BE/B.Tech/MCA level and shall deploy him/her on a full time basis for Warranty/ AMC period for handholding of SECOND PARTY users.
- k. Shall train/share/guide the professionals of Computer Centre the technological knowhow for the user rights management and reporting features of the Integrated University Management System to manage the system configuration.
- l. Shall not, without the SECOND PARTY's prior written consent, disclose any specification, plan, drawing, pattern, sample, data or information furnished by or on behalf of University in connection therewith to any person other than a person employed by the M/s ITI Limited in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only when it is necessary for the purposes of such performance.
- m. Shall not without the SECOND PARTY's prior written consent, make use of any document or information. Any document other than the contract itself shall remain the property of the University and shall be returned (in all copies) to the University on completion of the M/s ITI Limited's performance under the contract. If so required by the University.
- n. Any other responsibility as enumerated in this agreement.

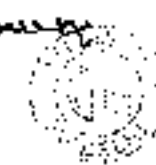
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PART - IV

(RESPONSIBILITIES OF THE HIMACHAL PRADESH UNIVERSITY)

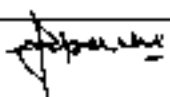
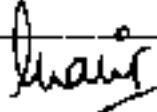
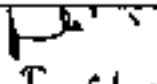
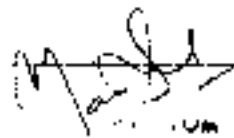
(H) Responsibilities of Second Part HIMACHAL PRADESH UNIVERSITY:

- a. Shall designate a Project Chairperson/Director/Manager who will take the responsibility of coordinating SECOND PARTY's all activities related to this project and will act as the main interface between SECOND PARTY and M/s ITI Limited.
- b. Shall provide, as it may, to M/s ITI Limited with such information, necessary to discharge its obligations as defined herein.
- c. Shall facilitate Approval and Acceptance through Acceptance Test Plan of each Himachal Pradesh IUMS's modules within stipulated time period.
- d. Shall provide test data for feeding & testing of the Application Software within stipulated time for UAT.
- e. Shall provide data for creation of Master Data.
- f. Shall facilitate to carry out codification and check listing of all records of SECOND PARTY with the help of M/s ITI Limited.

[Signature]


- g. Shall facilitate to provide specific and detailed information concerning the SECOND PARTY workflow, procedures and transaction volumes as they relate to use of the IUMS.
- h. Shall provide all information and access to M/s ITI Limited's personnel needed to complete the project on priority basis including in time response and availability of various University stakeholders
- i. Shall arrange computer, Projector, white board etc. for providing training to users of SECOND PARTY.
- j. Shall assist in the counselling of the different stakeholders to achieve obvious advantage on implementing the e-Governance through IUMS by accepting reengineering of various processes in their function areas.
- k. Shall take every necessary initiative and fulfill essential formalities towards procurement and subsequent provisioning of cloud setup before initiating SRS process and end-user side Computer Hardware and other peripherals, which are assumed to be identified in the SRS document, on either immediately after formal approval of SRS document or before the customization of the Himachal Pradesh Integrated University Management System formally takes off
- l. Any other assistance/facilities as may be mutually agreed and is required by M/s ITI Limited for performing its job under this agreement.
- m. Any other responsibility as enumerated in this agreement.

IN WITNESS WHEREOF the parties hereto have caused this agreement to be executed through their respective authorized representative on the date mentioned above.

Signed on behalf of M/s ITI Limited (Supplier)		Signed for and on behalf of Himachal Pradesh University (HPU), Shimla (Customer)	
Signature 		Signature 	
Name J.P. Tripathi		Name Registrar,	
Designation: Chief Manager (MKTG & HR)		Designation H.P. University,	
Address: 201-202 Roha, Phase 2, Dostoy Marg, New Delhi		Address Shimla-171005	
Cen I (Govt. of India Undertaking)		Place	
Place: New Delhi-110001			
In the presence of (witness)			
1.  In Charge Computer Centre		1.  University Institute of Information Technology H.P. University, Shimla-171005	
2.  Programmer, CCEW		2.	

Annexure -A

Financial Expenditure of Integrated University Management System of ITI Ltd.

(A) Phase I

Group I (Student Life Cycle) Modules	Price with 1% Discount
Pre Admission	1881000
Fee Management	1138500
Admission and Academics	4455000
Pre Examination Module	2178000
Examination Management & Result Proc.	5445000
Self Service Portal for Student	1782000
Affiliation Management	1881000
hostel & Mess Management	1085000
Placement Management	1089000
Alumni Management & Student Verification	1386000

Group II (Admin. Modules)

Financial Accounting	1881000
Budget Management	1089000
Recruitment	1089000
HRMS & Payroll	1881000
GPF & Pension Section	1188000
Establishment	1188000
Leave Management	1089000
Self Service Portal for Employees	1386000

Chair
Registrar
H.P. University
Shimla-171008

(B) The Customization charges are to be paid @ 10% of the cost of the module. The Customization is to be performed as per Gap Analysis and finalization of SRS document. However if some change Request or additional functionalities is to be incorporated at a later stage after UAT and GO Live of the module, then that additional Customization is to be paid by the university as per given Customization charges given by M/s ITI Ltd in its proposal on Man Month basis.

(C) Implementation Cost

Cost of Implementation (Cost of implementation including SRS, GAP Analysis UAT and Training) for group of 6 Modules	1500000
For two groups of six modules each	2700000
For three groups of six modules each	3900000
For 18 to 24 Modules	4500000
For 25 to 36 Modules	6000000

[Signature]


4. Every Quarter charges for hosting services needs will be paid within 15 days of the billing cycle.
5. The hosting service can be availed for a minimum of one year time.
6. The mentioned hosting shall be provided on Level 4 data centre/cloud.

ASMC (Annual Support & Maintenance)

The annual support and Maintenance Contract for the above shall be applicable @12% of the total invoice value which will start after the completion of the Bug Fixation warranty. ASMC/Support cost shall be made 100% in advance annually.

Warranty

Bug Fixation warranty for all Software Products shall be for 90 days.

[Signature]
 Registrar,
 H P University,
 Shimla-171008.

[Signature]



J. P. TRIPATHI
 Chief Manager
 Govt. of India
 New Delhi



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INDIA NON JUDICIAL

Government of National Capital Territory of Delhi

e-Stamp

Certificate No.	: IN-DL23019014680014P
Certificate Issued Date	: 25-Aug-2017 04:33 PM
Account Reference	: IMPACC (IV) d1960303/ DEI HN DL-DLH
Unique Doc. Reference	: SUBIN-DL96030347475187028174P
Purchased by	: ITI LTD
Description of Document	: Article 5 General Agreement
Property Description	: Not Applicable
Consideration Price (Rs.)	: 0 (Zero)
First Party	: ITI LTD
Second Party	: OTHERS
Stamp Duty Paid By	: ITI LTD
Stamp Duty Amount (Rs.)	: 100 (One Hundred only)

Registrar,
H P University
S. India-171005



(Please write or type below this line)

AGREEMENT

This agreement is made on this day of September 2017 at New Delhi

Between

M/s. ITI LIMITED a Government of India Company incorporated registered and regulated under the Companies Act 1956 in India with Corporate Identity No. L27202 DL19800012000000 having its registered & corporate office at ITI Bhawan, Okhla Industrial Area, Phase II, New Delhi 110021, represented by its authorized signatory Mr. P.D. Grewal (Duly Authorized Manager, P.D. Grewal) herein after referred to as "Contractor/Supplier". U/s. 15(2)(b) of the Information Act 2009, the subject of this agreement is the subject of the contract entered into between the Contractor/Supplier and the Government of India.

[Signature]

Page 1 of 1

For more details

visit the website of the Government of India at www.mca21.gov.in or the website of the Registrar of Companies at www.roc.gov.in or the website of the Ministry of Corporate Affairs at www.mca.gov.in

in interest and permitted assignments etc. of the FIRST PARTY

AND

Himachal Pradesh University, Summer Hill, Shimla - 171005, Himachal Pradesh (hereinafter called the University/Customer/PU) through its duly authorized signatory Prof. S.S. Malik, Registrar which expression shall, unless repugnant to the context, include its successors in business, administrators, liquidators and assigns or legal representatives of the SECOND PARTY

The Parties hereto shall hereinafter be collectively referred to as Parties and individually as Party

WHEREAS ITI Ltd. as a supplier and implementer of Educational Enterprise Resource Planning (ERP) Product (Integrated University Management System, hereafter referred to as IUMS) has agreed with the PU University for Supply & implementation of the components of IUMS in accordance to the University's Letter No. No.000/Verd/MSI/UMS/SPO-16-1550 dated 22/04/2017

AND WHEREAS the Parties hereto have agreed to enter into an agreement in accordance with agreed terms and conditions described hereinafter:

PART - I

(DEFINITIONS)

In this agreement unless the context otherwise requires, the following words have the meaning as described hereinafter:-

Meaning:-

H.P. Shimla
Spring-2017

I. **Software Requirement Specification (SRS)** means the Software Requirement Specification (SRS) to be prepared by FIRST PARTY after elaborate discussions with the concerned University stakeholders and approval by SECOND PARTY for the functionalities of SECOND PARTY. The document shall include Man Machine Interface (MMI), Data Flow and Process Description

II. **Project Schedule** means the Schedule of target performance milestone relating to this project

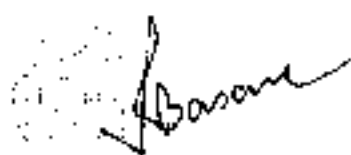
III. **Working Day** means weekdays from Monday to Saturday excluding Holidays/national holidays notified by Central/State Government and 2nd Saturday will be holiday

IV. **Prime Shift**: Prime-shift would mean working hours from 10:00 a.m. to 05:00 p.m. on working days

V. **IUMS**: Together with the modules enclosed constitute the Integrated University Management System (IUMS) and each one of them is termed as "IUMS Module"

VI. **Completion of IUMS**: The project is deemed to be completed after successful rendering of on-going support and expiry of the warranty period as depicted in this agreement

VII. **Implementation** means IUMS sub-system was installation of on the target platforms and making IUMS functional through web based internet/intra-net network so that the results/score could be obtained successfully from the test data as per approved SRS. Test Data means the data provided


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by project team of SECOND PARTY to FIRST PARTY and uploaded in the database for User Acceptance Test (UAT) of different modules as per URS

VIII Implementation Support: means helping the user in resolving UJMS related operational problems

- * Handholding: means deployment of a dedicated trained resident support engineers for a fixed period as per Warranty and AMC obligations after the final implementation of SECOND PARTY. The prime responsibility of the support staff shall be to ensure that application remains accessible to the identified users during normal working hours. Furthermore, the support staff shall also offer immediate assistance to the users, whenever they face difficulty while working on the software. However, this responsibility shall clearly exclude owning or assuming in any sense, data entry services on behalf of the users of SECOND PARTY. The SECOND PARTY users will operate the software themselves and the handholding staff shall provide functional or technical assistance whenever needed. The Handholding term may nevertheless be extended for a suitable period and in number as per the rates prescribed in the proposal.

PART - II

(GENERAL PROVISIONS)

Terms and conditions

Scope of work: The work to be executed with HPU will be as per the scope of the work set down by ITI Limited in its

- (A) Technical proposal submitted on 19th Nov. 2016, Ref. No: HDU2K15/ITI/UVS/HP
- (B) Letter dated 17/07/2016 from Registrar, Office of the University, Shimla.
- (C) Email received from Director, Education, H.P. dated 29th Mar. 2016 & dated 01 April 2016 as duly approved by HPU.

Financial details are mentioned in the Purchase Order (Annexure - I) is attached.

1. Payment will be released by the University from time to time on submission of Original Bill(s), Receipt and Delivery Challan(s) by ITI and HPU and clear the payment within 15 days of the receipt thereof.

Shimla-171004

PAYMENT TERMS:

2.1 For UJMS System offered Modules:

For Ph-ASC -2 (Module list enclosed):

- 45% Payment against Delivery of Modules (QCs).
- 45% Payment against successful declaration of Result of 1st Sem. of UG Classes who were enrolled in your system and filed Examination Form in current academic Session commencing from year 2017.
- 10% Payment against implementation of all modules.

As applicable tax on the entire invoice value of product cost shall be payable along with payment towards UJMS product delivery (This payment is subject to).

2.2. For Customization and Implementation Services:

- Customization cost will be charged as per Purchase Order Dated 22.4.2017 Ref. No. HPU/IT/Software/ITMS/PO-10-1599. (Annexure - II is attached as Purchase Order).



If there is any change request from the University after UAT as per the SRS, then, the changes shall be applicable on Month Month basis as per rates mentioned in IT's Commercial Proposal dated 19th November 2015 Ref No. EDU/2415/IT-UMS/HPU.

- Implementation Cost shall be charged as per Purchase Order Dated 22.4.2017 Ref No. mp0000/Kel V. SMCUMS/SPC-16-1550 (Annexure -1) attached as Purchase Order.

2.3. The University shall clear all dues and payment within 15 days of the receipt of ITI Invoice and in the event of any delay in making the payment within the stipulated time period, would entitle ITI to claim interest on the amount due on the basis of prevailing current rate of interest till its realization. The University shall make all payment due through RTGS favoring ITI Limited, payable at New Delhi as per details provided in invoice or in a separate communication before the release of the payment.

2.4. Payment terms for Hosting Services:

The University has agreed in accordance with the following payment terms:

- Order and payment shall be made to FIRST PARTY, New Delhi. All applicable Taxes and Duties shall be charged extra at actual at the time of billing for recurring cost.
- Delivery of services will be within three days from the date of PO along with three months hosting charges.
- Hosting can be purchased for a minimum of one-year duration.
- Every Quarter charges for hosting services needs to be paid within 15 days of the billing cycle.
- The mentioned hosting shall be provided on level 4-datacenter/cloud.

REGD. STAMP
H.P. UNIVERSITY
SHIMLA-171005

2. Taxes & Duties

All applicable Taxes & Duties shall be charged extra, as per the rates and regulations prevailing at the time of billing.

3. Total Delivery & Customization Time

M/s. ITI Ltd. shall ensure delivery of the modules (as per Purchase Order) with license within 26 working days from the date of signing of the MOU.

Customization and Implementation (User Acceptance Testing-UAT) of UMS shall commence within 180 working days from the date of the signing of the MOU subject to required support from HPU.

4. Warranty

M/s. ITI Ltd. shall furnish a warranty for satisfactory functioning of UMS for 90 days against any bug or operational performance shortcomings from the date of successful User Acceptance Testing (UAT) of the Modules/ Software. All software inconsistencies shall be removed by ITI during this warranty period.



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Software support shall not amount to new application development/new process for software and other business activity of the department or for that matter up gradation of existing processes. Handholding services shall be limited to technical handholding of IUMS.

5. Boarding

University will provide lodging and boarding of the IUMS project professionals in their Guesthouse with university official charges as applicable to Experts coming to university on official duty during the period of implementation & AMC period.

6. Project Monitoring

There shall be a project monitoring committee to be constituted jointly by M/s IT Limited and HPU to ensure expeditious completion of the project solution and for removal of bottlenecks in the execution of the project.

7. Penalty

In the event of M/s IT Limited failing to complete the task as per agreed schedule or within extended time schedule, HPU may impose penalty and liquidation damages @ 25% (decimal: two five percent) per week subject to maximum of 5% of the total value of the order. The failure however should have been resulted only due to reasons solely attributable to the ITL and wherein no act or omission of HPU contributed to such delay. Any delay attributed to HPU, beyond agreed schedule of approval and availability of stakeholders, required data for migration, trainees etc. will attract similar penalty on HPU and will be paid additionally as per cost in invoice.

8. Technologies and Resource Provisioning for Customization of ERP Product and its Platform

M/s IT Limited will ensure that the technologies for the customization of IUMS and platform shall be as per the bid/proposal submitted to the University. Timely provisioning of System software, Hardware, Cloud datacenter, required approvals/suggestions and Users for training would be the responsibility of the University as per the project schedule for timely execution of the same.

9. Project Implementation Plan and Methodologies

M/s IT Limited will ensure implementation of methodologies as per details provided in the commercial proposal of ITL.

10. Training

M/s IT Limited will provide free of cost full training of IUMS usage as well as administration to four technical employees of the University & module wise training to four concerned employees of the related module(s) in the University as per the mutually agreed schedule. University acknowledges and confirm that in the event of any trained, so designated by University, ceases to be part of training for any reasons whatsoever and University wishes to replace such trainee with another trainee, the training so imparted shall be deemed as additional training, which may be on chargeable basis at such rates and/or such terms and conditions as Parties hereto would agree mutually.

11. IUMS Acceptance Testing

IUMS Software acceptance testing will be module wise conforming within the scope of work and details



of acceptance testing as laid down in Acceptance Test Plan (ATP), after approval of SRS. This will be conducted at SECOND PARTY.

11. M/s ITI Limited will provide to SECOND PARTY data entry formats and detailed guidelines for the preparation of data for different modules and such data will be entered by SECOND PARTY. Preparation of test data by SECOND PARTY and data-entry by SECOND PARTY will be as mutually agreed upon and normally within 20 working days of initiation of task. University acknowledges that under no circumstances M/s ITI Limited shall be held responsible or liable for any entries inserted by University, if at any point of time are found to be incorrect or inconsistent.

12. Upon the customization of LIMS module as per SRS, M/s ITI Limited shall certify in writing to the SECOND PARTY that the LIMS module is ready for acceptance and to this effect, M/s FIRST PARTY shall give University 15 days advance notice prior to the commencement of acceptance testing, requiring designated representatives of University to observe and participate in acceptance testing.

13. The LIMS shall be subject to acceptance testing at SECOND PARTY to be conducted not later than 15 days with the test data as completion of implementation and duly providing acceptance report of LIMS module within three days of completing the test. In the event of University failing to conduct the test within the stipulated time period LIMS shall be deemed as accepted. It is clarified and well understood amongst and between the parties hereto that the purpose of such acceptance testing is to demonstrate that the LIMS module has been completed and is capable of performing in accordance with the SRS.

14. Documentation & Deliverables: M/s ITI Limited shall provide the user manuals of the customized version of the Application Software (LIMS) to SECOND PARTY on completion of acceptance of each module.

15. Bank Guarantee

M/s ITI Limited will submit performance Bank Guarantee @5% of the total work order value against successful completion of the project before the second payment of 45% of Invoice Value. The Bank Guarantee will be forfeited in the event of ITI failing to fulfill its contractual obligations and duly proving beyond doubt ITI's sole and deliberate negligence.

16. Annual Maintenance/ Annual Technical Support:

AMC beyond the contractus period will be at 18% of the basic cost of the modules. However it will be payable annually in advance. During AMC ITI shall provide support for all bug fixation issues. Three qualified engineers will be stationed at University by the ITI during the AMC period. One engineer shall be posted in the University for the AMC support of Phase - 1 and Two engineers shall be posted in the University for the AMC support of Phase - 2.

17. ITI is expected to ensure correct & satisfactory functioning of the LIMS Application without any programming bug during the warranty & AMC contract period. ITI will provide full time Phone shift 9:30 am to 5:30 pm support to the University through ITI's on-site resources in all working days (means all the University's working days, excluding Holidays/ national holidays as notified by the University) to ensure the efficient day to day functioning of LIMS. Support from Development Center may be available from Monday to Saturday - 10:00 A.M. to 5:00 P.M. only. Response time for any support call would be maximum eight working hrs.

18. Provision 23000 for the efforts at additional functionalities, currently fixed at 10% of the total cost of the module licenses up to UAT as per approved SRS; and additional Hand Holding will be charged extra. University shall approve or reject the said OAT/OAD efforts within 5 working days from the date of submission and in the event of there being no written approval or rejection being received from



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University within the stipulated time period, the same shall be considered as approved change/s customization request and for which University shall make the payment to M/s. ITI Limited in accordance with invoice so raised.

17. HPU shall approve the detailed SRS (Software Requirement Specification) in writing, within 15 days of SRS being submitted to it. SRS shall be comprehensive and exhaustive enough to cover entire requirement and specifications for the project acceptance submitted by FIRST PARTY. Any modification in the SRS would have to be communicated within the stipulated time period and should not be beyond the scope of work already agreed as part of the present understanding. Frequent changes in the communicated functionalities by the University stakeholders will attract additional efforts and subsequent cost thereof. Midway change of the University stakeholders in different functions during SRS is not welcome and requires subsequent increased cost for increased efforts.

18. University shall designate a Project Chairperson/Director/Manager who will take the responsibility of coordinating from University's side activities related to this Project execution and will act as the main interface between University & M/s. ITI Ltd.

19. University shall provide specific and detailed information concerning the University workflow, procedures and transaction volumes as they relate to the use of UMS through their respective stakeholders. However all re-engineering suggestions will be accepted to mend the ways in different functions, which generally results in more efficient working and redundancy in operations using a well established product like UMS.

20. University shall arrange computer, Projector, whiteboard etc. for providing training to users of the University.

21. M/s. ITI Limited shall submit bill & invoices in Triplicate, in accordance with the Commercial Proposal submitted to the University.

22. Governing Law - The interpretation, construction and performance of this Agreement shall be governed exclusively by the laws of India and the Parties submit to the exclusive territorial jurisdiction of the Courts of India.

23. Installation and Satisfactory working of UMS shall be ensured by ITI and the concerned official duly nominated by the Project Committee of HPU shall issue certificate in this effect on successful JAT as per SRS.

24. Force Majeure - If at any time during the continuance of this contract, the performance in whole or in part by either party of any obligation under this contract shall be prevented or delayed by reason of any war, hostilities, acts of the public enemy, law, prohibition, embargo, fires, floods, explosions, epidemics, quarantine restrictions or acts of God (herein after referred to as "events"), provided notice of the happenings of any such event is given by either party to the other within 30 days from the date of occurrence thereof, the other party shall by reason of such events be entitled to terminate this contract nor shall either party have any claim for damages or any relief against the other in respect of such non-performance or delay in performance and deliveries under the contract shall be resumed as soon as practicable after such event has come to an end or ceased to exist, provided further that if the performance in whole or part of any obligation under this contract is prevented or delayed by reasons of any such event for a period exceeding 90 days, both parties will consult each other regarding the revision of the contract, an agreed suitable term or otherwise devise future course of action. Each party shall bear its costs & losses arising out of or on account of such force majeure.

25. Non-Waiver. No term or provision of this agreement shall be deemed waived and no breach thereof shall be deemed excused, unless such waiver or consent is given in writing and signed by the University Official to have waived or consented. No consent by any party to, or waiver of, or a breach by the other, whether express or implied, shall constitute consent to waiver of or excuse for any difference or

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Subsequent Breach

26. Confidentiality: Both the parties need to keep this agreement confidential including the terms of this project engagement, cost implication, payment terms etc. As a special gesture FIRST PARTY has extended extraordinary privileges to IITM and the same cannot be shared in public domain or with other prospective clients of FIRST PARTY.
27. Notice: Any notice, request, demand, approval, consent or other communication provided or permitted hereunder will be in writing and given by personal delivery or sent by registered mail or Fax, and/or email to the party for whom it is intended at its address as follows:

For IITM:
Deputy General Manager IRO Delhi
IITM Limited
Rohit House 201-202, Tolstoy Marg
New Delhi-110001

For University:
Registrar
Jawahar Prasad University
Summer Hill, Shimla-5.

28. Amendments to agreement: No amendment to this agreement shall be effective unless it is in writing, mutually agreed upon and signed by duly authorized representatives of the Parties.

29.

29. The operation of Clause 7 is being awarded by the University to IITM Ltd. Technical-Commercial terms will be applicable as under:

(A) As per Technical and Financial Proposal submitted by IITM Ltd. vide Ref dated 15th November, 2015, Ref No. BD/24154/TILU/SHRIJ.

(B) The meeting on 17/02/2016 in Registrar Office, J.P.U. University, Shimla.

(C) Email received for clarifications from M/s. IITM Ltd. on dt. 29th Aug. 2016 & 05th Apr. 2016 and as duly approved by IRO.

(D) Intellectual Property Right: The product Integrated University Management System (IUMS) is an IPR protected product of IITM and IITM Ltd. is only implementer of the product.

(E) Liability and Indemnification:

- i. Neither of the parties will be liable to the other for any indirect, incidental, consequential, special punitive or exemplary damages arising out of this agreement including, but not limited to, those to business interruption or loss of profits, even if one of them has been advised of the possibility of these type of damages.
- ii. However the limitations described above in this section do not apply to either party's indemnification obligations as well as any losses caused by fraud, bad faith, gross negligence, willful misconduct or either party's breach of its confidentiality obligations.



Page 8 of 11

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14. Parties hereto agree to defend, indemnify and hold harmless to other party's directors, officers, employees and agents (each referred to as an Indemnified Party) from and against any and all third party claims, actions, demands, liabilities, losses, damages, judgments, settlements, costs and expenses, including reasonable attorneys' fees (collectively referred to as Losses) so long as these Losses (or actions regarding the Losses) are based on, arise out of or are related to:

1. Breach of any of its representations, warranties or covenants in this Agreement;
2. Any act or omission by either party that constitutes fraud, bad faith, gross negligence or willful misconduct; or
3. Any injury or damage caused by either party to employees or property of other party during the performance of their obligations under this Agreement.

15. The indemnified party agrees to promptly notify the indemnifying party of any identifiable claim. However, if the indemnified party fails to promptly notify the indemnifying party, it will not relieve the indemnifying party of its indemnification obligations under this Agreement unless the indemnifying party has been materially damaged by the delay. The indemnifying party will also be provided with an opportunity to defend or negotiate a settlement of any claim and agrees to cooperate to the extent reasonable with the indemnifying party, at the indemnified party's expense, in defending or settling the claim. The indemnified party reserves the right, at its own expense, to participate in the defense of any matter subject to indemnification by the indemnified party.

16. Settlement - Without the indemnified party's written consent, the indemnifying party agrees not to settle any claim if the settlement (i) contains a stipulation to or admission or acknowledgement of any liability or wrongdoing on the part of the indemnified party; (ii) involves the payment of any costs or expenses on the part of the indemnified party; or (iii) imposes any obligation upon the indemnified party.

(F) Termination - This Agreement can be terminated in the following circumstances:

1. Failure of the Party materially breaches any of representations, warranties, covenants or agreements in this Agreement or otherwise fails to perform any of material obligations in this Agreement or the other party sends a written notice advising of the breach or failure and providing a Seven business day period for the breach or failure to be cured. If the breach or failure hasn't been cured within this Seven business day period, the non-breaching party can immediately terminate this Agreement;
2. Either of the Party hereto may terminate this Agreement for any reason, at any time, upon one month's written notice to the other party. However, in the event of either of party opting to exercise this clause, the party availing right's under this clause shall clear/ render all its payment dues/ services, as the case may be, as was due in accordance to this agreement, till the date of termination of the Agreement, and by the end of notice period, as applicable, all dues/ services will be executed to mutual satisfaction of the parties hereto.
3. All other rights and obligations of each of Parties in this Agreement will terminate, except rights and obligations of Parties which are intended to survive the Agreement termination or expiration, will survive.

PART - III

RESPONSIBILITIES OF M/s ITI LIMITED

(G) Responsibilities of First Part
M/s ITI Limited,

1. Shall designate in writing one individual to serve as its project manager/coordinator and an alternate, in connection with the implementation of this agreement, who will be heading the project team and discharge all the responsibilities on behalf of FIRST PARTY. Such



individual (s) should have adequate authority to ensure smooth execution of the contract.

b. Shall study the working system and operations of SECOND PARTY as part of SRS study with related University stakeholders.

c. Shall analyze the information collected during the study and generate System Requirement

d. Specification (SRS) report and submit to SECOND PARTY for approval.

e. Shall provide the list and detailed specifications of the suggested hardware, and network requirement for implementation of the project along with System Design Document (SDD).

f. Shall design, and develop the customization part of the Integrated University Management System as per final SRS and assist in User Acceptance Testing of the Application Software modules.

g. Shall do implementation, handholding and maintenance support during the warranty period of Integrated University Management System and other services/terms as stated in this Agreement.

h. Shall provide written guidelines and prompts for preparing test data to SECOND PARTY.

Shall conduct a test run with the test data (after completion of test data entry by SECOND PARTY) to the satisfaction of SECOND PARTY to check that the data entered can be loaded and run onto the customized system.

Shall provide and manage Cloud platform.

Shall provide the Resident Engineer of BSCB Tech/MCA level and shall deploy him/her on a full time basis for Warranty/ AMC period for handling any of SECOND PARTY users.

Shall own/share/ use the professionals of Computer Centre the technological knowhow for the user rights management and resolving features of the Integrated University Management System to manage the system configuration.

Shall not without the SECOND PARTY's prior written consent, disclose any specification, plan, drawing, pattern, sample, data or information furnished by or on behalf of University in connection therewith to any person other than a person employed by the M/s IT Limited in the performance of the contract. Disclosure to any such employed person shall be made in confidence and shall extend only when it is necessary for the purposes of such performance.

Shall not without the SECOND PARTY's prior written consent, make use of any document or information. Any document other than the contract itself shall remain the property of the University and shall be returned to it at request to the University on completion of the M/s IT Limited's performance under the contract is supplied by the University.

Any other responsibility as enumerated in this agreement.

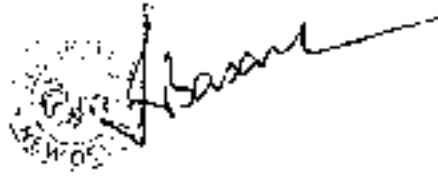


PART IV

(RESPONSIBILITIES OF THE HIMACHAL PRADESH UNIVERSITY)

(H) Responsibilities of Second Part HIMACHAL PRADESH UNIVERSITY

- a. Shall designate a Project Chairperson/Director/Manager who will take the responsibility of coordinating SECOND PARTY's all activities related to this project and will act as the main interface between SECOND PARTY and M/s ITI Limited.
 - b. Shall provide as it may to M/s ITI Limited with such information necessary to discharge its obligations as defined herein.
 - c. Shall facilitate Approval and Acceptance Test Plan of each Himachal Pradesh IIMS modules within stipulated time period.
 - d. Shall provide test data for feeding & testing of the Application Software within stipulated time for UAT.
 - e. Shall provide data for creation of Master Data.
 - f. Shall facilitate to carry out configuration and check listing of all records of SECOND PARTY with the help of M/s ITI Limited.
 - g. Shall facilitate to provide specific and detailed information concerning the SECOND PARTY workflow, procedures and transaction volumes as they relate to use of the IIMS.
 - h. Shall provide an information and access to M/s ITI Limited's personnel needed to complete the project on priority basis including in time response and availability of various University stakeholders.
- Shall arrange computer, Projector, white board etc. for providing training to users of SECOND PARTY.
- Shall assist in the counselling of the different stakeholders to achieve obvious advantage in implementing the e-Governance through IIMS by accepting round meeting of various processes in their function areas.
- k. Shall take every necessary initiative and fulfill essential formalities towards procurement and subsequent provisioning of cloud setup before initiating SRS process and end-user side Computer hardware and other peripherals, which are assumed to be identified in the SRS document, on or after immediately after formal approval of SRS document or before the customization of the Himachal Pradesh Integrated University Management System formally takes off.
 - l. Any other assistance/facilities as may be mutually agreed and is required by M/s ITI Limited for performing its job under this agreement.



Any other responsibility as enumerated in this agreement.

IN WITNESS WHEREOF the parties hereto have caused this agreement to be executed through their respective authorized representatives on the date mentioned above.

Signed on behalf of M/s IIT Limited
(Supplier)

Signature

Name: Mr. P.C. Basak

Designation: Deputy General Manager, R.O. Delhi

Address: 201/202, Connaught Place, New Delhi

New Delhi

Place: New Delhi

श्री. पी. सी. बसक / Mr. P.C. BASAK
उप महाप्रबन्धक / Deputy General Manager
आई.आई.टी. लिमिटेड / IIT Limited
(माया सरोवर का उपकरण)
आई.आई.टी. नई दिल्ली / New Delhi

Signed for and on behalf of Himachal Pradesh
University (HPU), Shimla

(Customer)

Signature

Name: Prof. S. Sharma

Designation: Registrar

Address: Himachal Pradesh University

Gyan-Path, Sumeru Hill, Shimla

Himachal Pradesh 171005

Place: Shimla, Himachal Pradesh

Registrar,
H.P. University,
Gyan-Path, Shimla

In the presence of (witness)

1.

2.

श्री. सी. ए. शर्मा
अध्यक्ष, आई.आई.टी. लिमिटेड
माया सरोवर का उपकरण
आई.आई.टी. नई दिल्ली

श्री. पी. सी. बसक
उप महाप्रबन्धक / Deputy General Manager
आई.आई.टी. लिमिटेड
(माया सरोवर का उपकरण)
आई.आई.टी. नई दिल्ली / New Delhi

Prof. S. Sharma
In Charge
Computer Centre
H.P. Univ. Shimla

(Signature)
Programmer
Computer Centre
H.P.U.

Store Purchase Office
H.P. University, Shimla-171005

Ref. No. Hpu CC/ Web MIS - JMS/SPO/16-15/CC
Date: 22/04/2016
22-4-2016

The Chief Manager: Mktg. & HR
ITI Limited (A Govt. of India Undertaking)
Regional Office, 201-202, Rohit House
3, Tolstoy Marg
New Delhi-110001

Attention: Sh. J.P. Tripathi

Subject: Supply Order for the Implementation of Integrated University Management System (IUMS) at HPU, Shimla (PHASE - II).

Ref. 1: Commercial Proposal of IIT Limited dated 17th Nov. 2015. Reference No. BDL/2K15-10/IUMS/HPU.

Ref. 2: Site visit of HPU committee members at MLSC, Udaipur held on 19th & 20th Feb 2016.

Ref. 3: The meeting on 11/04/2017 in Dean of Studies' Office, H.P. University, Shimla.

Ref. 4: Email received from M/s. IIT Ltd. on dt. 24th Mar. 2016 & 05th April, 2016.

Sir,

With regard to the subject cited above and references, please supply, install & implement the following modules of Integrated University Management System (IUMS) at the following accepted and approved rates.

H.P. University,
Shimla-171005

[Signature]

22/04/2016

Module wise pricing of Integrated University Management System (IUMS) - PHASE-II

Phase II

Other Modules

	Price with 1% discount
1. Research Project Mgt	11575.00
2. Store & Purchase Mgt.	17525.00
3. Assets & Estate Mgt.	16830.00
4. Tour & Travel Mgt.	10590.00
5. Bil. Tracking	10590.00
6. RTI Cell Mgt.	12575.00
7. Transport Fleet Mgt	10590.00
8. Medical Service Mgt	10590.00
9. Convocation Mgt.	1188.00
10. Guest House Mgt	1089.00
11. Physical File Tracking System	1185.00
12. Grievance Mgt	5652.00
13. VC & Administration Offices Facilitation	9590.00
14. Conference Mgt	989.00
15. Legal Cell Mgt	1850.00
16. Letter Correspondence Mgt	1056.00
17. University Resource Centre	1500.00
18. Knowledge Management Portal	29600.00
Digital Document Circulation (DDC) @ DDC for 100 users, each additional user for Rs. 10,000 per named user	74250.00
Implementation Cost	1500.00
Customization Cost	29000.00
Total	364403.00

* Taxes as per rules will be extra

RECEIVED
H. G. G. G. G. G.
S. G. G. G. G. G.

(A) Scope of Work: The scope of work will be as per Technical Document submitted on 19/ November No. 3, Reference No. RD/2K/5/11 L. N. S. 1996.

[Signature]