



# **RAJEEV GANDHI COMPUTER SAKSHARTA MISSION®**

Website : [www.rgcsml.co.in](http://www.rgcsml.co.in), [www.rgcsml.org](http://www.rgcsml.org) • E-mail : [director@rgcsml.org](mailto:director@rgcsml.org)



## **Year -2024**

1 Jan. 2024 to 31 Dec. 2024

## **AGREEMENT OF AFFILIATION**

Centre Code .....

Receipt/D.D. No. ....
Amount.....Date.....
Bank.....

Head Office : "Rajrani Tower" H-1-6, IT Park, I.P. Industrial Area, Road No.-4,  
Jhalawar Road, Kota-324005 (Raj.) Ph.: 0744-2410299, 2410399

Registered Office : New Delhi (India) Mob.: 09310030299, 09313228428

Website : [www.rgcsml.co.in](http://www.rgcsml.co.in), [www.rgcsml.org](http://www.rgcsml.org) • E-mail: [director@rgcsml.org](mailto:director@rgcsml.org)

# Rajeev Gandhi Computer Saksharta Mission

Head Office : "Rajrani Tower" H-1-6, IT Park, I.P. Industrial Area, Road No.-4,  
Jhalawar Road, Kota-324005 (Raj.)

## AGREEMENT OF AFFILIATION FOR YEAR-2024

AGREEMENT FOR AFFILIATION M/S \_\_\_\_\_

WITH RGCSM, FOR RUNNING ALL THE COURSES RUNNED UNDER RGCSM  
RELATED TO COMPUTER SOFTWARE, HARDWARE & NETWORKING,  
ACCOUNTS, IT AND ITES, SKILL DEVELOPMENT AND DIFFERENT OTHER  
SECTORS, AT \_\_\_\_\_

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This agreement is made between the Rajeev Gandhi Computer Saksharta Mission  
(RGCSM) represented by its Chairman/President Shri Dr. K.P. Singh his successors and assignees as and  
M/s. \_\_\_\_\_ represented by

Shri \_\_\_\_\_ S/o. \_\_\_\_\_

Date of Birth \_\_\_\_\_ Aadhar No. \_\_\_\_\_ PAN \_\_\_\_\_

Resident \_\_\_\_\_

his/her successor and assignees.

Where as RGCSM is a registered Society/Trust engaged in Popularisation of Electronics / Computer  
and New technology, Vocational Training, Skill Development, Consultancy and Publication and whereas  
Shri \_\_\_\_\_ has applied for affiliating with RGCSM as proprietor

of M/s. \_\_\_\_\_ This agreement is being made for running a RGCSM Affiliated  
Study Centre (herein after called Authorised Study Centre-RGCSM) at \_\_\_\_\_

\_\_\_\_\_ by the name of \_\_\_\_\_ on the

basis of the following terms and condition.

1- Shri \_\_\_\_\_ will be authorised by RGCSM to  
establish authorised study centre for session \_\_\_\_\_ to \_\_\_\_\_ on  
the basis of the terms of conditions as laid out in this agreement and as per the "Offer of Affiliation" given  
by RGCSM, which may be suitably modified form time to time.

2- Shri \_\_\_\_\_ will be designated as Centre Director, ASC-  
RGCSM \_\_\_\_\_ (here in after called as Centre Director), and shall  
have the following responsibilities :

- Conduction of Computer Software/Hardware, Vocational Courses, Skill Development, and any other  
course as allotted by RGCSM and under the authorisation of RGCSM from time to time in the  
designated area, as per the norms of RGCSM.
- Conduction of Data Processing, Software development Service of equipment and any activities  
under the authorisation of RGCSM.

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- c) Conduction of computer Literacy programme in schools, if allotted by RGCSM as per a separate agreement signed between ASC RGCSM and RGCSM H.O.
- d) Conduction of RGCSM's state level or national level project as may be allotted to him/her from to time by RGCSM.
- e) To follow the syllabus, course material, Fees Structure Pattern of examination, certificate issue and other procedures as prescribed by RGCSM from time to time.
- f) To arrange & use all legal softwares at branch RGCSM-ASC. All legal matters arising out of non-compliance of this issue will be at the risk of ASC's. (Plz send Zerox copy of software's bill to RGCSM-H.O.)
- g) To conduct RGCSM course and activities, kept under his/ her supervision with utmost care and to the satisfaction of students/ customers, keeping in view RGCSM's name and standards as also his/her own prestige and viability.
- h) To enroll new students in various RGCSM courses, session wise & fulfill the annual target decided by RGCSM H.O. RGCSM H.O. has decided the following target for the single session, which is compulsorily achieved by the centre.
  - (a) Urban / District Level -100 New Registration (b) Rural / Tahsil / Panchayat Level-60 New Registration
- i) To select suitable premises, faculty and hardware as per the category of the centre in consultation with RGCSM H.O. and to make payments for them regularly and in time.
- j) To arrange all the legal permissions/licenses needed from the local govt./authority to run the study centre.
- k) To make all payments pertaining to proper operation of the centre like rent of the premises, salary to staff, electricity and water bill and such other expenses in time. To arrange for fire & other Safety equipments and training for their usage in the centre premises.

Any liability created by the Center Director by not following any of the rules and regulations stated in this agreement, and in regard to any other expenses will be exclusively his/her own and will not be carried forward to the RGCSM H.O. in any case.

3. The payment of co-ordination charge to RGCSM H.O. would be made by Center Director ASC-RGCSM along with the statement of account certified by the Center Director. The RGCSM H.O. retains its right to demand any other document in this regard from the ASC-RGCSM if the co-ordination charge payment to the RGCSM H.O. are not made by the ASC-RGCSM in time, the RGCSM H.O. may decide to cancel this agreement even with the period of validity. In all such matters the decision of secretary RGCSM will be final and binding. RGCSM H.O. may also decide on some other mode and frequency of co-ordination charges payment by the ASC's (RGCSM) which may be binding on all affiliated centres.
4. Depending on the technical and managerial capability of the ASC-RGCSM the RGCSM H.O. would implement its state level, national level projects through the RGCSM. Similarly consultancy, market survey and other assignment may also be handed over to the ASC-RGCSM by RGCSM H.O. based on the expertise available in the ASC-RGCSM. However, in all such cases the remuneration to be paid to the ASC-RGCSM will be exclusively decided by the RGCSM H.O. and the allocation of work to ASC-RGCSM will be the exclusive right of RGCSM H.O.
5. The ASC-RGCSM shall be responsible for activities in .....district/City. However RGCSM H.O. retains its right to change, increase or decrease the geographical area of operation of the ASC-RGCSM or to open new branches/centre in the area already allotted to ASC-RGCSM in all such matters the decision of secretary, RGCSM would be final and binding.
6. The Center Director of the ASC-RGCSM shall maintain receipt book, bill book, certificate issue register,

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fixed assets register, cash book, ledger, attendance register of staff and students, salary register, expense voucher and minute book. All such record would be open to inspection by Chairman/President RGCSM or any of his authorised representatives at any point of time.

7. No account should be open as name of RGCSM at ASC-RGCSM by Centre Director. The ASC-RGCSM shall run its account in the nationalised Bank in the personal name of the Center Director himself/herself opening of the illegal bank account shall immediately render the ASC-RGCSM liable for cancellation of branch agreement. In all such matters the decision of Director/President RGCSM would be final and binding.
8. The RGCSM H.O. retains the right to affect any changes in the above clauses for better operation of RGCSM organisation and of ASC-RGCSM, even within the period of validity of this agreement. This will be binding on all ASC'S.
9. The affiliation fees once paid by the ASC-RGCSM to the H.O. will be nonrefundable.
10. An ASC-RGCSM is non transferable. If a Center Director decides to transfer it to some another person/organisation exclusive permission will have to be taken from the secretary RGCSM and transfer fees fixed by RGCSM H.O. will have to be paid and a fresh agreement will have to be signed.
11. If Rajeev Gandhi Computer Saksharta Mission is working with any govt. project / scheme, it is mandatory that ASC RGCSM will work in that project / scheme. In case ASC RGCSM does not take interest in running the scheme, then RGCSM H.O. would be free to affiliate any other RGCSM ASC in same area. ASC RGCSM has to abide all the rules and regulation of the concerned govt. authority. In case of violation of any of the rules and regulations of the concerned govt. authority, RGCSM H.O. as well as concerned govt. authority would be free to cancel the affiliation of ASC RGCSM.
12. ASC RGCSM can run CCC / BCC courses of NIELIT according to their rules and guidelines. In case ASC RGCSM get objected from NIELIT to violate their rules and guidelines, then RGCSM H.O. shall cancel the affiliation of ASC RGCSM.
13. In case of a Government project or a university program or NIELIT (DOEACC) "O"A"B' Level course or any other such co-ordinated programme, in which ASC-RGCSM takes part, the losses Caused by the change in policy by the Government or by the university or by any such sponsoring organisation, will in no way be transferred to the RGCSM H.O. and the RGCSM H.O. will not be held responsible for any act of ASC-RGCSM
14. RGCSM H.O. will only be responsible for registration fees/ Exam fees and its related services.
15. RGCSM H.O. will not responsible for services related to tuition fees/any other fees collected by ASC-RGCSM from students.
16. Liabilities created by the fault or negligence of any ASC-RGCSM in the consumer forum or any other such body will be exclusively of the ASC-RGCSM and will not be carried forward to the RGCSM H.O.
17. RGCSM H.O. has a right to dissolve this agreement if annual new students registration target will not be fulfilled by ASC RGCSM, without prior information.
18. **Validity of Student Registration:** Student's registration would be valid for two year from the date of registration, i.e, the students has to complete his/her course successfully within two years of date of registration.
19. Concerned Centre Director would be responsible to carry all the legal proceedings against any person or organisation involved in fraudulent activities in name of our organisation "Rajeev Gandhi Computer Saksharta Mission (RGCSM)" or using the name of our organisation or its courses unauthorized without the permission of RGCSM Head Office, Kota in your area. RGCSM Head Office would cooperate fully in this regards.

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20. If you are working with RGCSM's Organization ,We do not allow you to work with any other similar organization without prior permission of RGCSM H.O., If you were found to work with any other similar organization then RGCSM can cancel your affiliation immediately .
21. Any dispute arising out of the above agreement would be settled only at the court at KOTA (Raj.).
22. In respect to affiliation of ASC-RGCSM, The application form filled by me, includes all the adequate and absolute informations. If any information in the form is found incorrect or unreliable then application should be immediately cancelled and I would have no objection regarding it.
23. This agreement is valid upto 31st December 2024, after this date the agreement can be renewed with the mutual consent and after the payment of annual license fee as applicable, by the ASC-RGCSM to the RGCSM H.O.

I accept and agree to the above condition given in clauses (1) to (23) above and to any other text or annexures forming part of this agreement. I also declare that Iam the authorised signatory of the ASC-RGCSM and my signatures, as given below are my true signatures

Signed on this day \_\_\_\_\_ of \_\_\_\_\_ year \_\_\_\_\_

Name and Signature of the Center Director of the ASC-RGCSM

(Authorised Signatory)  
with rubber Stamp

(Dr. K.P. SINGH)  
Chairman

Name : .....

Witness 1- Signature .....

Witness 2- Signature .....

(Name : .....)

(Name : .....)

Centre's Address (in English) :

Centre's Address (in Hindi) :

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Pin Code

Pin Code

Phone/Mobile : \_\_\_\_\_

E-mail Address: \_\_\_\_\_

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