

AGREEMENT

BETWEEN THE UNDERSIGNED

Name of the organisation: **INSTITUT FRANÇAIS INDIA**
Address of the organisation: **Embassy of France in India,
No. 2, Dr. A.P.J. Abdul Kalam Road, New Delhi - 110011**
Represented by: **Emmanuel Lebrun-Damiens, Director**
Hereinafter designated as: **"IFI"**

ON ONE HAND

AND

Name of the organisation: **GOA UNIVERSITY**
Address of the organisation: **Goa University Taleigao Plateau Goa**
Represented by: **Prof. V.S. Nadkarni, Registrar**
Hereinafter designated as: **"GU"**

ON THE OTHER HAND

It is agreed as follows:

Article 1 – Purpose

- 1) Organisation of the Teachers' Training of French Language Teachers in India and South Asia – *International Training for Teachers of French 2023/ Université pédagogique régionale Inde 2023* by the French Institute in India in collaboration with Goa University.
- 2) The *French Institute India (IFI)* organises an international training programme for French Language Teachers, called *"Université pédagogique régionale Inde 2023"* under the responsibility of its Director.
- 3) This training programme will be held from 22 to 26 May 2023 from 9 AM to 8 PM, in collaboration with Goa University.
- 4) IFI seeks to use the lecture/class rooms, auditorium, canteen and other infrastructure in the premises of the University.
- 5) Approximately 70 trainee teachers from India and the neighbouring countries are expected to attend this training programme.

Article 2 – Role & responsibilities of IFI

1) Organization of the Training Programme

- a) A Coordination Committee consisting of representatives from both IFI and GU will be constituted to ensure smooth conduct of the event.



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- c) A detailed programme of sessions & information for the entire programme shall be made available to the office of *Discipline of French and Francophone Studies (DFFS), Shenoj Goembab School of Languages and Literature*, to facilitate arrangements.

2) Invitation and publicity

- a) IFI shall be responsible for preparation and expenses of all publicity and advertisement material regarding this programme at Goa university.
- b) All drafts of any Printed material in the public domain for distribution or publicity related to the event (Banners, Power-point slides on stage, brochures etc.) will duly have the GU logo on them. These shall be prepared in consultation with the office of *Discipline of French and Francophone Studies (DFFS), Shenoj Goembab School of Languages and Literature, Goa University* before circulation.
- c) IFI and GU shall prepare a common Press Release to be circulated in the media (printed as well as electronic). No other Press Release will be used by either party.
- d) IFI shall get the banners printed and mounted inside the GU campus as per the size specifications received from GU.
- e) Opening ceremony:
- i) IFI is responsible for creating the e-invitation card for the opening ceremony of the event.
 - ii) IFI will send the e-invitation card to the office of *Discipline of French and Francophone Studies (DFFS), Shenoj Goembab School of Languages and Literature, Goa University*, one week in advance of the event to be circulated among the university authorities.
- f) IFI shall invite publishers specialising in books in French language to display and promote their French language books. GU may also invite publishers that it may deem appropriate.

3) Attestation of participation

Attestations will be issued to the participant trainees at the end of the training programme as per the following details:

- Attestations will be issued to participants who would have attended the complete training programme.
- The attestation will have the logos of GU and IFI and will be duly approved by the office of *Discipline of French and Francophone Studies (DFFS), Shenoj Goembab School of Languages and Literature, Goa University* before printing.
- IFI will be the sole signatory of the attestation.

4) Payments

- a) IFI shall be responsible for the organisation of the training programme and will bear the following expenses for the participants and expert trainers for the entire duration of this of this *International Training for Teachers of French* :
- i) Remuneration of expert trainers from France and India
 - ii) Accommodation
 - iii) Catering and Food
 - iv) Welcome kit
 - v) Local transport (buses, taxis)
 - vi) Renting of tables and chairs, fans, sound system, video projectors, easels and other material,
 - vii) Receptions for different ceremonies organised in this framework



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5) Payment Waiver by IFI

In view of academic collaboration between IFI, and DFFS, Goa University, as a goodwill gesture, the office of Honourable Director of IFI has kindly agreed to waive off enrolment charges of 5 French language faculty members of DFFS, Goa University for this programme. GU shall provide a list of the 5 faculty members to IFI for this purpose.

Article 3 – Role & responsibilities of the University

1) Stationery, Accommodation, Food and Logistics

- a) Goa University has agreed to provide the mentioned logistical requirements put forward by IFI in the enclosed *Annexe (infrastructural facilities required)*, namely:
 - i) 1 conference hall/ auditorium,
 - ii) 4 lecture rooms,
 - iii) The main conference hall/auditorium and two lecture rooms for cultural activities/lecture sessions/projections as per the requirements of the programme.
 - iv) Eventually, open space near the training area may be required for cultural programmes, as per the final programme of the cultural activities.
- b) Stationery in the lecture rooms during the training programme will be arranged by Department of French, UR , namely:
 - i) Tables, chairs, whiteboard, white board markers,
 - ii) WIFI, Air Conditioning.
- c) Filtered drinking water for experts as well as participants will be offered by GU during the period of the training programme.
- d) In case, photocopies are required by IFI during the programme at GU, IFI will pay for the same on issuance of a bill.
- e) GU will provide space for the publishers specialising in books on French language learning for the display of books during the programme.
- f) GU will provide the list of academic, secretarial and technical staff which will benefit from the lunch during the event.
- g) DFFS, Goa University shall select a few student volunteers for the event. These volunteers shall be present everyday of the programme and will coordinate with the administrative staff of IFI and GU.
- h) In case any payment has to be made by IFI to GU, GU will submit a formal bill in the name of "Institut Français India, New Delhi" (IFI) and will provide the GU bank details to IFI for making the bank transfer to GU.
- i) In case the payment for food and any other service has to be made directly to the service provider, GU will put IFI in contact with the service provider(s) in order to obtain formal quotations and other relevant details from the service provider(s).

2) Accessibility

Goa University shall provide access to all spaces/ rooms linked to the programme, to all the persons implicated in the programme:

- a) Officers of the Embassy of France and of IFI
- b) Expert trainers
- c) Participants
- d) Persons invited by IFI
- e) Vendors and service providers



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3) Payment Waivers by Goa University

In view of academic collaboration between IFI and *Discipline of French and Francophone Studies (DFFS)*, GU and fulfilling mandate of university, as a goodwill gesture, the office of the Honourable Vice-Chancellor has agreed kindly to waive off charges of the infrastructure /logistics of the Conference Hall, the lecture rooms (centrally air-conditioned with all requisite infrastructural installations), Foyer/Garden for Tea & Lunch, and place for display of books, and these are being offered free of cost by GU to IFI to organise this training programme.

Article 4 – Miscellaneous

- 1) IFI will prepare a welcome kit for the participants.
- 2) On some days, IFI may organise, from 5PM to 8PM, cultural activities/presentations/projections for the participants (also open to the staff of GU).
- 3) Useful information:
 - a) GU shall provide a comprehensive list of important telephone numbers and other useful information which may be distributed among the participants, namely:
 - i) GU Health Centre
 - ii) GU shuttle service time-table (if any)
 - iii) Any other information that GU may deem appropriate
- 4) Volunteers will be at the Welcome/Helpdesk for any query during the event, especially on the opening day.

Article 5 – Forfeit, abandonment or cancellation

1. In case of withdrawal or abandonment due to force majeure, no party may require any financial compensation of any kind whatsoever.
2. The non-observance of the above items by either of the parties is a case of ground breaking of this agreement.
3. Any modification in the clauses of this agreement will lead to a new Amendment Agreement.

Article 6 – Litigation

For any dispute concerning this agreement, this agreement will be submitted to the competent jurisdiction.

Agreement made in two copies provided to both parties.

Date:

Signatures:


21/09/23.

Prof. V.S. Nadkarni
Registrar
University of Goa
REGISTRAR
GOA UNIVERSITY
TALEIGAO GOA
403206.


Remi LAMBER
Par délégation de l'ordinateur de l'IFI

Emmanuel Lebrun-Damiens
Director
Institut Français India
French Institute in India