

## AGREEMENT

### BETWEEN THE UNDERSIGNED

Name of the organization: INSTITUT FRANÇAIS EN INDE  
Address of the organization: Embassy of France in India,  
No. 2, Dr. A.P.J. Abdul Kalam Road, New Delhi - 110011  
Represented by: Bertrand de Hartingh, Director  
Hereinafter designated as: "IFI"

### ON ONE HAND

AND

Name of the organization: GOA UNIVERSITY  
Address of the organization: Taleigao Plateau, Goa - 403 206  
Represented by: Prof. Varun Sahni, Vice-Chancellor  
Hereinafter designated as: "GU"

### ON THE OTHER HAND

It is agreed as follows:

#### Article 1 - Purpose

- 1) Organization of the Teachers' Training of French language teachers in India and South Asia -- *Programme BELC* in collaboration with Goa University.
- 2) In the framework of its mission of linguistic cooperation and promotion of French language, IFI organizes a training programme for French Language Teachers, entitled "*Université régionale BELC Inde 2017*" under the academic responsibility of *Centre international d'études pédagogiques* (CIEP), France
- 3) This training programme will be held from the 22<sup>nd</sup> May to 26<sup>th</sup> May 2017 from 9AM to 8PM, in collaboration with Goa University.
- 4) This training programme is organized by *Institut Français en Inde*, New Delhi.
- 5) IFI seeks to use the lecture/class rooms, auditorium, canteen and other infrastructure of in the premises of the University.
- 6) Approximately 125 trainee teachers from India and the neighbouring countries are expected to attend this training programme.

#### Article 2 - Role & responsibilities of IFI

##### 1) Organization of Training Programme

- a) A Coordination Committee consisting of representatives from both IFI and GU will be constituted to ensure smooth conduct of the event.
- b) IFI will be responsible for all modalities related to call of application and selection of candidates.

- c) GU and IFI will have volunteers to assist and ensure smooth conduct of the programme
- d) A detailed programme of sessions & details for the entire period shall be made available to the office of Head of Department, Department of French, Goa University, to facilitate arrangements.

## 2) Invitation and publicity

- a) IFI shall be responsible for preparation and expenses of all publicity and advertisement material regarding BELC 2017 issued by IFI at GU.
- 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 HoD, Department of French, GU before circulation.
- c) IFI shall prepare a press release to be circulated in the media (printed as well as electronic). GU may also issue a press release for circulation.
- d) IFI shall get three (03) banners printed and mounted inside the GU campus as per the size specifications received from GU.
  - i) At the main gate of GU.
  - ii) At the GU auditorium/ Conference Hall entrance.
  - iii) Near the training area.
- e) Opening ceremony:
  - i) IFI is responsible for printing of invitation cards for the opening ceremony of the event. IFI shall send invitations to various universities and academic partners in Delhi by mail/post.
  - ii) IFI will send 50 invitation cards to the office of HoD, Department of French, GU, one week in advance of the event to be circulated among GU authorities.
- f) IFI shall invite publishers specializing in books in French language to display and promote their French language books. GU may also invite publishers that it may deem appropriate.

## 3) Certification

Signatories in the two certificates issued to the participant trainees at the end of the training programme will be based as per the following details:

- a) First attestation:
  - IFI, CIEP and GU will issue a joint attestation. All three parties will be signatories of this attestation. The final draft of this attestation will have the GU logo and will be duly approved by the office of HoD, Department of French, Goa University.
- b) Second attestation:
  - CIEP will issue a diploma to the participants as per the norms of the French Ministry of Education where the only signatory will be CIEP. This second attestation issued by **CIEP only** will not bear the logo of GU.

## 4) Payments

- a) IFI shall be responsible, for the participants and expert trainers of BELC 2017, for the organisation and expenses of the following:
  - i) Accommodation,
  - ii) Catering and Food,
  - iii) Remuneration to expert trainers
  - iv) Local transport
  - v) Reception for the opening ceremony
- b) IFI is responsible for the arrangements for break-fast, lunch, tea & snacks for its participants, GU faculty, volunteers, and all secretarial/technical staff with the help of GU during BELC 2017.

- c) Payment for food for all the participants and experts and of other guests will be made by IFI as per the corresponding bills at the end of the programme directly to the service provider(s).

## **5) Payment Waiver by IFI**

In view of academic collaboration between IFI, CIEP and Department of French, GU, as a goodwill gesture, the office of Hon'ble Director of IFI has kindly agreed to waive off enrolment charges of the French language faculty of Goa University for this BELC 2017. GU shall provide a list of the faculty members to IFI for this purpose.

## **Article 3 – Role & responsibilities of Goa University**

### **1) Stationery, Accommodation, Food and Logistics**

- a) GU 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) 7 class rooms,
  - iii) For cultural activities/lecture sessions/films shows, the main conference hall and two class rooms will be provided in the evening from 5 to 8 P.M. (capacity 50 people approx.) 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) As per request of IFI the specific stationery in the four committee rooms during the training programme will be arranged by Department of French, GU, namely:
- i) Tables, chairs, whiteboard, white board markers, video projector, projection screen, WIFI, Air Conditioning.
- c) Drinking water for experts as well as participants will be offered by GU during the period of the training programme.
- d) IFI shall prepare the necessary number of photocopies of the documents as per the specifications of the expert trainers. In case, photocopies are made at GU, IFI will pay for the same on issuance of a bill.
- e) GU shall provide Tables/Display desks for the publishers specializing in books on French language learning who will display books during the programme.
- f) GU will provide the list of academic, secretarial and technical staff which will benefit of the lunch during the event.
- g) Department of French, GU shall select few student volunteers for the event. These volunteers shall 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 quotation of the estimate bill in the name of "Institut Français en Inde, 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 related 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

### 3) Payment Waivers

In view of academic collaboration between IFI, CIEP and Department of French, GU and fulfilling mandate of university, as a goodwill gesture, the office of Hon'ble Vice Chancellor GU has agreed kindly to waive off charges of the infrastructure /logistics of the Conference Hall, seven (07) Class Rooms (centrally air-conditioned with all requisite infrastructural installations), Foyer for Tea & Lunch, and place for Display of Books, and these are being offered free of cost by GU to IFI to organize this training programme.

### Article 4 – Miscellaneous

- 1) IFI will prepare a kit (bag and stationary) to be given to the participants.
- 2) GU will arrange for one 01 vehicle during the five days of the proposed event for commuting of volunteers and administrative/secretarial staff within campus.
- 3) On some days, IFI shall organize from 5PM to 8PM, cultural activities/film shows for the participants (also open to the staff of GU).
- 4) 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
- 5) 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.

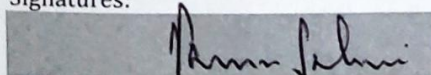
### Article 6 – Litigation

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

**Agreement made in two copies provided to both parties.**

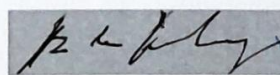
Date: 6 April 2017

Signatures:



Prof. Varun Sahni  
Vice-Chancellor  
Goa University,  
Taleigao Plateau, Goa

**Professor Varun Sahni**  
Vice - Chancellor  
Goa University



Bertrand de Hartingh  
Director  
Institut Français en Inde  
Embassy of France in India

