



मेघालय MEGHALAYA

**AGREEMENT**

028504

**THIS DEED OF AGREEMENT** is made on this **28<sup>th</sup> day of June, 2017** at Shillong

**-BETWEEN-**

**AVENUES, SHILLONG** a proprietorship venture (Service Tax Reg No AXQPS5891N) represented by its Proprietor and Managing Director Mr. Mark A R Laitflang Stone, son of Mr. Vincent Stone Sohliya, aged about 35 years, a resident of "Aimar", MES Road, Rynjah, Shillong 793006, Meghalaya hereinafter referred to as "**Avenues**" on the **FIRST PART**

**-AND-**

**WILLIAMNAGAR GOVERNMENT COLLEGE, MEGHALAYA** represented by Principal, Williamnagar Government College, Dr. Poritosh Chakravorty, son of (L) Manindra Nath Charkavorty, aged about 54 years, a resident of Kochpara Village, PO Mirza, Kamrup District, Assam 781125, hereinafter referred to as "**Williamnagar Government College**" or the **SECOND PARTY**,

*(Jointly hereinafter referred to as "the parties to this Deed")*

WHEREAS **Avenues** is headquartered in Shillong, established in 2003 and is a forerunner in the capacity building space across North East India with cross domain expertise in Personal Development, Skills Mapping, Skills Gap/Training Needs Identification and Skills Development for Youth, Young Adults and the Unemployed. Over the last 14 years, the Avenues Academy at Shillong has trained over 15,000 youth and has been empanelled by the Government of Meghalaya and several colleges and institutes for communications skills development, life skills and hospitality/service sector grooming programmes.





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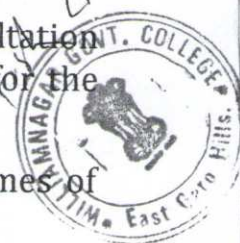
AND WHEREAS **Williamnagar Government College** is a College located in Kusimkolgre, PO& PS: Williamnagar, East Garo Hills, Meghalaya - 794111, India, set up to impart quality education and promote the cause of higher education in the state and surrounding areas.

AND WHEREAS Avenues has approached Williamnagar Government College with an offer to deploy training programmes for students of the campus with the expressed objective of enhancing Personal Development and improving the Communication Skills, Soft Skills and Career Skills of students at Williamnagar Government College to which the said College has accordingly agreed and accepted the same and wishes to associate with Avenues on a long-term basis to achieve the same for all students on campus.

AND WHEREAS on the ACCEPTED proposal, this Deed is drawn and reduced to writing to avoid any confusion/ misunderstanding between the parties to this Deed under the term(s) and condition(s) stipulated herein below:

1. It is AGREED that Avenues shall work towards improving the overall Communication, employability and career readiness of students at Williamnagar Government College through seminars and/ or workshops in soft skills, interview skills and other appropriate skill sets and accordingly shall deploy the said training initiatives for students of Williamnagar Government College.
2. It is AGREED that the parties to this Deed shall engage in an on-going consultation to determine participant needs and training priorities of all the students for the duration of the partnership.
3. It is AGREED that the parties to this Deed will consult on learning outcomes of programmes as well as assignments and evaluations for students.
4. It is AGREED that all such agreement(s) being concluded/ fulfilled between the parties to this Deed prior to this instant Deed of Agreement are hereby terminated by mutual consent with effect from the date of execution of this instant Deed.
5. It is AGREED that the training shall be delivered by trainers certified by Avenues in the areas of Personal Growth, Communication Skills and Professional Development.

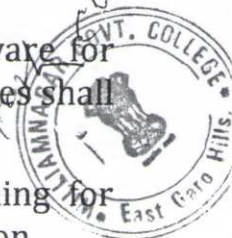
The suggested Programme Outline designed for the initiative is enclosed herewith and marked as **Appendix - A**.





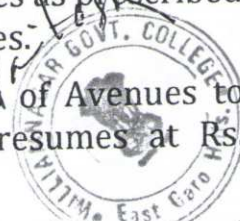
It is AGREED that Batch Schedules shall be arrived at in consultation between the parties to this Deed or their representatives, prior to commencement of each semester and same shall be agreed upon in writing.

7. It is AGREED that there shall be regular feedback both formal and informal. This shall be encouraged for students and the results of such feedback(s) received shall be shared on request made by Williamnagar Government College.
8. It is AGREED that Williamnagar Government College shall appoint a senior official / Faculty Member to act as a point of contact for this Programme, for the duration of this Agreement.
9. It is AGREED that Williamnagar Government College will ensure maximum attendance from students enrolled for particular workshops.
10. It is AGREED that Williamnagar Government College shall ensure that all department(s) and authority(ies) co-operate with the team from Avenues to allow smooth roll-out of the programme and shall ensure strict adherence to the schedule agreed on for the batches.
11. It is AGREED that Williamnagar Government College shall provide all necessary Training Infrastructure, facilities and necessary equipment at the Institution as recommended by Avenues from time to time. A basic list of requirements is enclosed herewith and marked as Appendix-B.
12. It is AGREED that all such printing costs of study materials and courseware for students / teaching aids / equipment for each training conducted by Avenues shall be borne by Williamnagar Government College.
13. It is AGREED that Avenues shall ensure delivery of training and coaching for students as per modules listed in APPENDIX-A or agreed upon in consultation.
14. It is AGREED that Avenues shall ensure development of lesson plans, training content, module pedagogy and courseware/study material suited to each batch as per modules listed in APPENDIX-A or agreed upon in consultation.
15. It is AGREED that Avenues reserves the right to alter course content and curriculum as deemed fit to suit the competency and aptitude of batches at Williamnagar Government College.
16. It is AGREED that the duration of this agreement shall be for a period of 90 (ninety) days with effect from the date of execution of this Deed of Agreement and on expiry the same shall be renewed by mutual consent of the parties to this Deed within 30 (thirty) days.
17. It is AGREED that Avenues shall conduct 5(Five) seminars/ workshops for a number not exceeding 200 participants.
18. It is AGREED that each seminar/ workshop shall be for a duration of 02 (two) hours and shall be conducted across two days.





- It is AGREED that Avenues shall award Certificates of Participation to the students upon the successful completion of training modules.
20. It is AGREED that the fees payable to Avenues for the conduct of these seminars/ workshops will be Rs. 4,53,300.00/- (Rupees Four Lakhs Fifty Three Thousand and Five Hundred only) and this amount does not include taxes.
21. It is AGREED that the fees for the programmes shall be paid in 2 (two) installments within 30 (Thirty) days of the date of signing of this agreement. The first installment is payable in advance to Avenues, for 75% of the total amount (refer pt. 20 above). The balance 25% shall be paid to Avenues before the end of the programme or 15 days from the date of signing of the agreement, whichever is earlier.
22. It is AGREED that Williamnagar Government College shall cover the cost of transportation, food and accommodation for the faculty members of Avenues.
23. It is AGREED that all payments shall be made via Electronic Transfer / Bank Demand Draft drawn in favour of "AVENUES" and same shall be made payable at Shillong, Meghalaya. Details in APPENDIX C.
24. Williamnagar Government College agrees to pay any additional taxes as prescribed by the government during the course of the agreement with Avenues.
25. It is AGREED that the college may choose to enlist the services of Avenues to conduct an Employability Assessment and build professional resumes at Rs. 1,500.00 per student.
26. It is AGREED that in the event of any such untoward incident such as natural calamity/ disaster that might affect the training program of the students, the parties herein shall make all efforts to ensure the continuation and completion of the programme with suitable modifications.
27. It is AGREED that in the event of any dispute(s) between the parties to this Deed arising out of this agreement or in connection therewith the parties shall resolve the same by resorting to arbitration at Shillong, Meghalaya and in the event of arbitration the parties herein shall nominate an arbitrator each and both the nominated arbitrator shall appoint an umpire. The award of the umpire shall be final and binding on the parties.
28. The venue of the arbitral proceedings shall be at the offices of Avenues, Shillong, Meghalaya. The arbitral proceeding shall be conducted as per the provisions of the Arbitration & Conciliation Act, 1996 (as amended upto date).



*[Handwritten signature]*

WITNESS WHEREOF, "Avenues" on the FIRST PART and "Williamnagar Government College" on the SECOND PART has signed this Deed of Agreement on the day, month and year first above written in presence of the following witnesses.

**WITNESSES:**

1. DARHISHHA KHARHUSEN  
S/o: (L) A. MARBANIANG  
R/o: LAWSOHTON, BLOCK-4  
SHILLONG, MEGHALAYA

2. Albish K. Sangma  
S/o: Shri Kinsjing N Marak  
R/o: Williamnagar  
Kusimkol Jee

AVENUES  
(Mr. Mark Laitflang Stone)  
Proprietor, AVENUES  
Jingkieng, Lower Nongthymmai,  
Shillong 793014, Meghalaya

Paritosh Chakravorty  
Dr. Paritosh Chakravorty  
(Principal)  
WILLIAMNAGAR GOVERNMENT  
COLLEGE,  
Williamnagar





# PENDIX A

## Programme Brief

For Campuses engaged in transformative efforts, Team Avenues presents a unique approach to youth empowerment. Our handheld approach ensures that a team of instructors fully trained and certified by Avenues, mentors your student community. Our pedagogy guarantees that every participant experiences significant personal and professional growth, through regular sessions that address weaknesses and instill career competencies.

## Objectives

The programme aims at improving communication skills, while enhancing people skills and soft skills in preparation for careers. Courses are tailored to suit the campus, and meticulously researched to ensure progress.

## Modules

The lesson plans and modules under the programme are built around our existing training base. Sessions are modified to suit batch learner levels and additional competencies not mentioned here may be requested for by Williamnagar Government College. Modules may differ across batches, depending on aptitude and competency levels of participants:

Our **Personal Growth Modules** encourage participants to engage in greater self-awareness, drawing on inherent strengths to establish a sense of purpose. Students develop Confidence and poise, and are better able to tackle life's challenges with dignity, courage and enthusiasm.

- INSIDE OUT - Drawing on positive internal resources to encourage greater personal development
- HOW YOU DAZZLE! - Personal Development through Introspection; Improved Emotional Intelligence
- POLISHING ACT - Finishing Programmes that transform participants into global citizens, capable carrying themselves with confidence and finesse
- WHAT YOU'RE WORTH - Fueling self-esteem and self-efficacy through confidence building
- DEFINING MILESTONES - Establishing personal path and career goals, driven by responsibility and determination
- EMOTIONAL INTELLIGENCE - Understanding the impact of emotions and behaviour on oneself and others

The **Communication Modules** address the nuances of effective communication in a connected, global environment. Sessions stress on the importance of English Language in everyday business and the unseen signals of body language and etiquette in social engagement. Participants refine their speech and clarity, improve accuracy and persuasiveness in conversations and learn to create positive first impressions.

- ENGLISH 101 - Getting the building blocks in place for enhancing English Language in communication
- WRITE IT RIGHT - Establishing a firm foundation in Grammar Structures and Writing Skills
- SPEAK EASY - Grasping basic language structure and conversational English
- FIRST IMPRESSIONS - KILLING IT! - The importance of making a positive first impression, using the right words at the right time



WALK THE TALK - Inculcating the benefits of non-verbal communication in effective conversations  
CANDOUR AND HUMILITY - Understanding the principle of Freedom of Expression through assertive communication

Our **Professional Skills Modules** prepare participants for the transition from college to the world of work. Students are equipped with the skills necessary to grapple with the increasing demands of the corporate world, and graduate to become motivated, efficient and productive members of society. From cracking an interview, to starting a business, working independently or in teams, leading delegations to addressing gatherings, these unique workshops cater to every aspiration.

- SURVIVING THE CORPORATE JUNGLE - Developing an appreciation for diversity in life and the workplace. Recognising cultural nuances: local, national and international
- PROFESSIONAL INTERVIEW TECHNIQUES - Strategies and approach to make the best out of any interview centered around service businesses
- AUDIENCE IMPACT - Activities that help improve speaking and presentation skills
- WINNING NETWORKING STRATEGIES - Harnessing the power of Human Connect to create win-win relationships
- PATHFINDERS - Evolving a personal code of conduct, punctuated with the discipline of leading by example
- SYNERGIES - Exploring effective team building strategies to encourage harmony in the workplace

## VERIFIED

AVENUES



Proprietor

MR. MARK LAITFLANG STONE  
Avenues, Proprietor  
Nongthymmai Jingkieng  
Shillong - 793014



Dr. Paritosh Chakravorty  
Principal  
Williamnagar Government College





## PENDIX B

### Infrastructure & Requirements

The following list of minimum infrastructures is required to be provisioned by Williamnagar Government College to facilitate efficiency and effective deployment of training modules and evaluations by Avenues, Shillong.

### Classroom Set-up

1. White Board: 8ft x 4ft (minimum)
2. White Board Markers (Multi - Colours)
3. White Board Eraser
4. Projection System: HD Projector with VGA / HDMI Input\*\*
5. Audio / Speaker Set-up for Classroom\*\*
6. Electricity Back-up / Genset
7. Comfortable Seating with Writing Desks for Students
8. Chair & Work Desk for Trainers
9. High Speed Internet Connectivity / Wi-Fi Provisions

\*\*Alternatively, one projector & speaker set may be arranged PER trainer for movement and portability between classrooms and/or campuses.

### Faculty Room

One office space at the college, allocated for trainers from Avenues, Shillong for the duration of the workshops. Sufficient seating and workspace (2-3 officers) with high speed internet connectivity to be ensured.

### VERIFIED

  
AVENUES

Proprietor  
MR. MARK LAITFLANG STONE  
Avenues, Proprietor  
Nongthymmai Jingkieng  
Shillong - 793014



Dr. Paritosh Chakravorty  
Principal  
Williamnagar Government College





## APPENDIX C

### ELECTRONIC TRANSFER DETAILS FOR PAYMENTS TO AVENUES

Bank Name	Bank of India
Bank Account Name	AVENUES
Bank Account Number	406020100000195
Bank IFSC Code	0004060
Branch Address	Motinagar Branch, Shillong

### VERIFIED

AVENUES



Proprietor

MR. MARK LAITFLANG STONE  
Avenues, Proprietor  
Nongthymmai Jingkieng  
Shillong - 793014

*Paritosh Chakravorty*

Dr. Paritosh Chakravorty  
Principal  
Williamnagar Government College,







GOVERNMENT OF MEGHALAYA  
OFFICE OF THE PRINCIPAL : WILLIAMNAGAR GOVT. COLLEGE  
WILLIAMNAGAR, EAST GARO HILLS, MEGHALAYA - 794111.



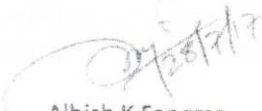
*Resolution in the matter of RUSA fund utilisation in regards to Career readiness and Soft Skills Training Programme.*

Williamnagar Government College conducted Career Readiness and Soft Skills Training Programme from 10<sup>th</sup> July 2017 to 26<sup>th</sup> July 2017 for 200 students. The workshop was trained by the Avenues Shillong funded by RUSA Meghalaya.

The Avenues workshop was satisfactory and completed the entire modules as per deed of agreement.

In this regard the RUSA committee of Williamnagar Government College agreed to pay the amount of Rs. 453,300.00 for their service along with GST of Rs.81594.00 Total amount payable of Rs.534894.00 Rupees five lakh thirty four thousand eight hundred and ninety four only.

Coordinator

  
Albish K Sangma  
Williamnagar Government College  
RUSA MEGHALAYA

Principal

  
Williamnagar Government College  
East Garo Hills, Meghalaya.  
RUSA Meghalaya  
Principal  
Williamnagar Govt. College  
Williamnagar.



To  
Mr P Chakravarty  
Williamnagar Government College  
Williamnagar , Meghalaya

REF NO: WGC/2017-2018/01

Date: 2<sup>nd</sup> January 2017

Sir

**SUBJECT: PROPOSAL FOR CAREER READINESS PROGRAMMES**

*RE: The FastFORWARD Initiative at Williamnagar Government College.*

Thank you for sparing your time to read through our proposal.

For over 13 years, **Team Avenues** has been committed to improving the quality of life for youth and young adults across Meghalaya and North East India. If our experiences have taught us anything, it is the fact that personal development and inter-personal communication skills for young people, through an inclusive worldview, is of the utmost importance.

Our most recent initiative- **FastFORWARD**, takes workshops in personal development and career preparation to youth through a range of focused interventions at schools, colleges and institutions. The framework and course curriculum are customized to suit the specific challenges of our communities, and are the result of meticulous research by a training team with over 75 years of collective experience.

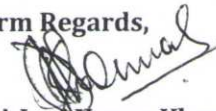
We genuinely believe the **FastFORWARD** initiative has the potential to transform each participant into a happier, confident, well-rounded individual with a firm grasp on the basic skills needed to succeed in the work place and at life. You will also be happy to learn that our inclusive approach merges the initiative with respect for culture, traditions, civic responsibility and the environment.

Over the years we have joined hands with a number of institutions to empower youth on campuses. **Williamnagar Government College** is known for promoting academic excellence and inculcating habits of discipline, respect and a high sense of values in students. The Institute does not only focus on academic excellence but preparing students for the real world. It is our belief that our programme would find immediate resonance with your College's objectives.

Towards this end, we hope to engage with your esteemed College to forge a partnership for youth empowerment. As a preferred partner, the experience of our team, mentors and trainers would be at your disposal through the academic year. Modules and Workshops, Talks and Seminars form part of the umbrella of services we offer. On request, customized programmes in relation to teaching standards, student welfare and public relations for Nongtalang College may also be conceived.

A brief on the **FastFORWARD** initiative has been attached for your reference.  
Do let us know how we may take this forward.

Warm Regards,



**Dari-La-I Kharwar**

Administrative Head

Avenues, Tura

M +91.97740.30268

Email : [darikharwar@groupavenues.com](mailto:darikharwar@groupavenues.com)

Attachments:

1. FastFORWARD Concept Note

*Avenues*