



Karnataka Sangha's

Manjunatha College of Commerce

Kanchangaon, Khambalpada, Thakurli (East) - 421201

(Affiliated to the University of Mumbai)
Recognized under section 2(f) & 12(B) of the UGC act 1956
Linguistic Minority (Kannada)
Reaccredited with "B" grade

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महाराष्ट्र MAHARASHTRA

2023

62AA 517477



जिल्हा कोषालय
19 AUG 2023
मुद्रांक प्रमुख लिपीक / लि



MEMORANDUM OF UNDERSTANDING

THIS Memorandum of Understanding is entered into at Mumbai on Saturday, this 19th August 2023 BETWEEN

OneInfini Consultancy a proprietorship firm established by Mr. Nanda Malai as Sole Proprietor and as The Principal carrying on and imparting information, knowledge and practical know how as educational activities including Advance Excel and Digital Marketing. The objective of the programme is to fulfil the demand of corporate world by creating a workforce that possesses the skills and ability to achieve workplace targets through practical team engagement. The registered office address is at 721, Metroplex 14 B Wing, IJMIMA, Opposite Sony TV Building, Link Road, Malad (west), Mumbai - 400064. (here in after referred to as the "First Party", which expression shall, unless repugnant to the context or meaning thereto, be deemed to mean and include its successors in interest and assigns)

Second Party shall...
...Second Party shall

जोडपत्र - २

11 AUG 2023

दुवांक दिवशी नोंदणी

संयुक्ततांक

२०१९/२०२०

कारणाचा प्रकार -

दोष/अज्ञे

दोषी बाबणी करिता कायदा काय ?

विवादातील ओळखणाऱ्या व्यक्ती -

RAJENDRA S. YADAV

Advocate High Court

Kaushal Kunj, 13/14a,

2nd Floor, S. D. B. Chowk,

Ward 17/1, Mumbai-400080

दुवांक दिवशी येऊन घेतलेली नोंद -

दुवांक अन्वये घेतलेली नोंद -

दुवांक अन्वये घेतलेली नोंद -

दुवांक अन्वये घेतलेली नोंद -

दुवांक अन्वये घेतलेली नोंद -

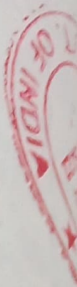
दुवांक दिवशी घेतली - (राजेंद्र काहेबराब यादव)

दुवांक दिवशी घेतली/पत्र - जेणे पत्रिका द्यावी/बातळा,

दोषी (प.) - ४०० ६०१.

कारणाचा मुद्रांक क्रमांक - १२०१०४१

दुवा कायद्यानुसार घेतलेली मुद्रांक खरेदी केलेली व्यक्ती
दुवा कायद्यानुसार मुद्रांक खरेदी केलेल्या व्यक्ती
& महत्त्वपूर्ण वापरणे बंधनकारक आहे.



MEMORANDUM OF UNDERSTANDING

AND

Karnataka Sangha's Manjunatha College of Commerce, Dombivali an educational institution affiliated to Mumbai University carrying on and imparting education in various streams of Recognised Degree Courses (here in after referred to as the "Second Party", which expression shall, unless repugnant to the context or meaning thereto, be deemed to mean and include its successors in interest and assigns).

WHEREAS:

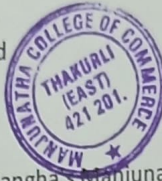
1. First Party is engaged in carrying on and imparting information, knowledge and practical know how as the educational activities including Training Courses in Advance Excel and Digital Marketing.
2. Second Party is an educational institution affiliated to Mumbai University carrying on and imparting education in various streams of Recognized Degree Courses.
3. Pursuant to the discussions, the First Party and Second Party agree to impart knowledge, information and know-how at location of Karnataka Sangha's Manjunatha College of Commerce, Dombivali (herein after called the said Centre) as an Educational Course, upon the terms & conditions more particularly set out herein.

NOW THE PARTIES HEREBY AGREE AS FOLLOWS:

1. First Party agrees to conduct in Advance Excel and Digital Marketing in the manner and conditions as and when indicated and stipulated by the First Party.
2. Second Party grants to the First Party, its permission to conduct the above mentioned Course as value added Course.
3. Second Party agrees that revenue will be collected by the First Party from the participants using the QR code of the First party, with the consent of the College.
4. Second Party agrees on the programme fees of Rs.2400 for each student. Of the total fees, 15% would be offered to college as part of the infrastructure support. Fee details along with course coverage are mentioned in Annexure 1.
5. First Party agrees that it will be responsible for conducting the course by lectures and power point presentation, recording attendance, assigning projects, assessing such projects, declaring the results of projects / assignments. The projects / assignments will be the responsibility of First Party and their ownership for purpose of records to be maintained by them for three years from the date of certification.
6. First Party agrees to appoint lecturer/s for conduct of said course and shall be solely responsible not to seek or depend upon Second Party for completion of said course. All expenses as to conduct of said course including lecturers/ faculties/delegates from fields, kit, material, power point programmes, software etc. will be the responsibility of the First Party.
7. First Party shall take responsibility of Certification and felicitation immediately after completion of course on declaration of results and get duly signed by Principal.
8. Entire course till certification and felicitation will be conducted by co-ordination of both parties and suggestions during the course will be well taken in co-operation by both the parties.
9. Second Party shall help in marketing the programme through its existing established network as and when required. Second Party shall nominate a coordinator as a point of contact (POC) for the First Party to ensure proper coordination of activities.

- 10. First Party will always have rights over projects, assignments, course material, study material, systems and conduct of entire course. First Party can implement changes as their rights in conducting the said course as required.
- 11. In case of any disagreement, both parties agree to sort out issues amicably.
- 12. Either party shall have the right to terminate this Agreement by giving written notice of termination to the other by registered post on the address given. The Agreement shall terminate on the 10th day after such notice of termination, in case of substantial breach by the other party of the obligations arising from the contract, or in case of exceptional circumstances justifying the earlier termination. The Second Party has the right to terminate the agreement for non-performance of the First Party.

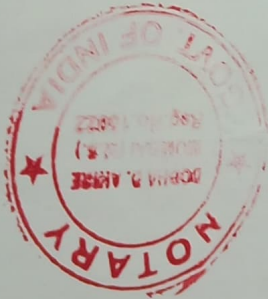
Signed and delivered by the Parties above mentioned



First Party
 For One Infiniti Consultancy
For ONE INFINITY CONSULTANCY
M. Nanda
 Authorized signatory

Second Party
 For Karnataka Sangha's Manjunatha College of Commerce
Sushila
 Dr. Sushila Vijaykumar
 Principal
 Karnataka Sangha's
 Manjunatha College of Commerce

Date: 19th August 2023
 Place: Mumbai



19 AUG 2023
NOTARISED
[Signature]
DOENA D. AHIRE
 ADVOCATE & NOTARY
 D-27, Nav-Yashodhara Soc.,
 Rhandup Village (E), Mumbai-400 042

Use Advanced Fill Options

Fill Series Options
Types of Series
Creating a Custom Fill Sequence
Flash Fill

Apply Advanced Conditional Formatting and Filtering

Highlight Cell Rules
Top/Bottom Rules
Data Bars, Color Scales and Icon sets
Creating Custom Conditional Formats
Formatting as Table
Table Options
Creating Advanced Filters
Quick Analysis

Apply functions in formulas

Using the Sum, Average, and Percentage Functions
Using Rank, Roman, Max, Min, Product and Subtraction
Using formulas between sheets and Count Functions
Using the IF and Nested IF Function
Using the OR, AND and NOT Function
Count if and Count ifs
Using the SUMIF AND SUMIFS Function
Using Average If and Average Ifs

Mathematical Functions

Using the AVERAGE and MEAN Functions
MEDIAN and MODE function
Frequency Function
Using the Quartile Function
Rounding Decimal Places, MOD and INT Function
RANDOM and RANDBETWEEN Function

Look up data by using functions

Using LOOKUP and VLOOKUP Function
Using the HLOOKUP Function
VLOOKUP with multiple sheets
Nested Vlookup
X Lookup

Functions for Manipulating Text

Join, Concatenate, Concat and Text
Length and Find
Left, Right and Mid
Upper, Lower, Substitute and Replace

Basic Excel Charts

Use of basic charts and recommended charts for analysis

PivotTables

Creating PivotTable
Pivot table Tools
Creating PivotChart
Power Map

Manage Workbook Versions

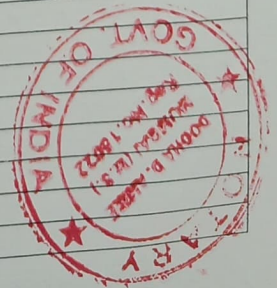
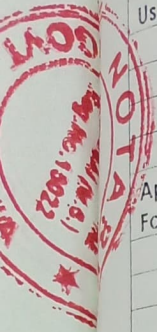
Version Control

Protect Workbooks for Sharing

Password Protection

Assessment Procedure:

Certificate course on "Advance Excel and Digital Marketing" will be evaluated through Viva. The enrolled students will also be assessed based on Multi choice questions and certificates will be issued on successful clearing of test with a minimum score of 50%.





This document constitutes a **Memorandum of Understanding (MoU)** between

TNS India Foundation (TNSIF)

and

Karnataka Sangha's Manjunatha College of Commerce

This MoU is effective from **1st June 2023 – 31st May 2024**, hereinafter mentioned as “**Effective Date**” by and between **Karnataka Sangha's Manjunatha College of Commerce**, affiliated to the University of Mumbai, Maharashtra, and hereinafter referred to as “**The College**”, Pan Card No **AAATK2762K** represented by its Principal, **Dr. Sushila Vijaykumar**

AND

TNS India Foundation, a charitable organization registered under section 25 of the Companies Act 1956 and having its registered office at 302- Wellington Business Park – 2, Andheri-Kurla Road, Andheri East, Mumbai – 400069, hereinafter referred as “**TNSIF**”, having PAN AAECT4021D represented by its Managing Director, **Rupa Bohra**.

Background

TNS India Foundation (TNSIF), a section 25 Company incorporated under the provisions of the Companies Act, 1956 is conducting the “**Campus to Corporate Careers (C2C) Program**” for the enhancement of employability and workplace skills for deserving youth.

In this connection, TNSIF intends to be associated and work closely with the College to conduct employability training, career counselling sessions and job placements for final year college students.

Detailed features of the program are as follows:

1. 80 – 100 hours of training program including Personal and Professional Effectiveness (how to choose right career option, how to apply for job, tools-CVs, cover letter- etc.), Business communication (effective communication with co-workers and customers), Career Readiness (orienting students to jobs matching their skill sets and exposure to a career path) and Work Readiness (Professionalism, Work Ethics, Email Etiquettes, Workplace dynamics – etc.)
2. The training will be delivered via a blended learning approach i.e. through in class sessions and online platforms (Google Meet and Zoom) as applicable.
3. Each training batch size will be between 30-50 students. Sessions of duration 1.5-2 hours' duration will be conducted 5 days a week over a 2 – 2.5-month period at a time.
4. The program also includes individual student counselling, which will be conducted via online/offline platforms, as well as post training, pre-placement and post placement counselling.
5. Career fairs or individual placement drives will be conducted in an online/offline format to place trained students in formal sector jobs.

6. The above mentioned training and placement is free of cost for both the students and college.

Based on the above, this MOU lays out the below responsibilities for both parties:

TNSIF agrees to –

1. Engage with the college, given the following conditions:
 1. In consultation and agreement with the designated college point of contact.
 2. Not charge the college or students for any part of the program.
 3. Provide reports to the college on the training and placement status of students.
2. Mobilize the college students. This involves the following:
 1. Conduct Orientation sessions to make students aware about the program and to register their interest.
 2. Screen the students based on their interest and background and interview them to determine enrolment in the program.
3. Train selected students. This involves the following:
 1. Form batches with selected students and conduct the Campus to Corporate Careers Training Program with them.
 2. Provide individual career-counselling support to in-training students.
 3. Engage with parents of the students to make them aware of the program and to counsel them about their wards.
 4. Provide certificates to trained students on successful completion of the training with an attendance criterion of 80%.
4. Place trained students. This involves the following:
 1. Facilitate placement linkages with formal sector employers for interested students.
 2. Arrange for career drives and fairs to place interested students.
 3. Provide post-placement support to students to facilitate joining and on-boarding.

The College agrees to –

1. Engage with TNSIF staff, given the following conditions:
 1. Providing one point of contact to coordinate all TNSIF C2C activities.
 2. Not charge TNSIF or students for any part of the program.
 3. Communicate openly with the TNSIF point of contact for any deliverables or feedback.
2. Facilitate student engagement. This involves the following:
 1. Assistance in student mobilization through dissemination of information on student what's app groups and other seminars.
 2. Attending orientation sessions organized by TNSIF to encourage student participation.
3. Support training activities. This involves the following:
 1. Support allocation of batches for optimum utilization of resources and training effectiveness.
 2. Assist in scheduling batches keeping in mind college lecture timings.
 3. Make classrooms available for in-person training sessions.
 4. Allow use of online medium to reach and train students.
 5. Assist in conducting parent engagement sessions.
4. Support placement activities. This involves the following:
 1. Assist in mobilizing students to counsel regarding placement opportunities

2. Provide infrastructure assistance – classrooms, auditorium, computer laboratory etc. in conducting on-ground career fests.
3. Allow use of online medium to place students.
4. Not hold TNSIF C2C staff responsible for any miscommunication with the corporate HRs.
5. This MOU is neither a contract nor is it legally binding in any way. It does not commit any financial expenditure from or for either party.
6. The MoU will be effective for a period of **one year** from the date on which both the parties have signed this MOU.

Rupa Bohra



Sushila

Dr. Sushila Vijaykumar

Principal
Manjunatha College of Commerce
Kanchangaon, Khambalpada,
Thakurli (E) - 421 201.

Rupa Bohra
Managing Director,
TNS India Foundation
Date: 10th June 2023

Dr. Sushila Vijaykumar
Principal,
Karnataka Sangha's Manjunatha
College of Commerce
Date: 10th June 2023

INTERNSHIP CERTIFICATE

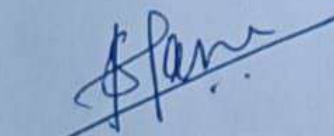
Name : Ms. Keerti Bhosale
Qualification : Bachelor of Management Studies-HR-Final year.
Institute : Karnatka Sangha's Manjunath College of Commerce, Khambalpada, Thakurli East.
Type of Training : Internship
Place of Training : The Tata Power Company Limited, Dharavi Receiving Station, Near Shalimar Industrial Estate, Matunga, Mumbai 400019, Maharashtra.
Period of Training : 15/04/2024 - 31/05/2024
Performance : Good
Conduct : Good
Attendance : No. of Scheduled Working Days - 34
No. of Days Attends Training - 33

Brief description of training:

- She was actively involved in Engagement Events planning and coordination like Birthday Celebrations, summer camp. She also made Training and Engagement Calendar for FY24.
- She was also involved in sourcing for various projects of T&D.
- She was also involved in making Welcome videos of new lateral joiners in T&D as part of Onboarding.

Training Report : Good

Other Remarks : Her performance throughout her Internship was very good. She got an overview of various functions of HR.


Mr. Sachin Harane
Head - BHR, Mumbai Distribution



TATA POWER

The Tata Power Company Limited

Human Resource

Dharavi Receiving Station Matunga Mumbai 400019

Tel: 9122 6717 2422 - 25

Registered Office Bombay House 24, Homi Mody Street, Mumbai 400 001.

CIN: L28920MH1919PLC000567 Website: www.tatapower.com Email: tatapower@tatapower.com

Date:05/06/2024

To whosoever it may concern

This is to certify that **Mr. Ravindra Ganesh Gawkar**, has completed his Internship Training in our establishment from 18th April, 2024 to 05th June, 2024 for 45 Days. He was under training in our HR and Admin. Department.

During the period of his Internship Training with us, he has been exposed to different processes of HR like Attendance, Payroll, Legal Compliance, Contract Management, Apprenticeship, training & Development, etc. and was found diligent, hardworking, and inquisitive.

We wish him every success in his future endeavor.

Thanking you.

Yours faithfully

For Hyva India Pvt. Ltd.



Hemant Surve
Director and HRBP

ISO
CERTIFIED
9001:2015

Regd. Office : Plot No W-44, MIDC Phase II, Manpada Road,
Dombivli (East), Dist. Thane - 421204, Maharashtra, India
Phone : +91-7045592703 / 7045592706 / 7498245178 / 8291098827
Email : info@indoaminesltd.com / hr@indoaminesltd.com
Website : www.indoaminesltd.com
CIN : L99999MH1992PLC070022

INDO
AMINES
LIMITED



Date: 03.06.2024

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Ms. Rutika Shivaji Patil is the student of Manjunatha College of Commerce, Department of BMS - IIR has completed her internship in INDO AMINES LTD IIR department, Mumbai for the period from 17th April 2024 to 03rd June 2024.

She has been completed the above internship sincerely.

For, Indo Amines Limited

Ms. Pinky Nakhawa
(Asst. Manager - IIR)