



असम ASSAM

## MEMORANDUM OF UNDERSTANDING

This MEMORANDUM OF UNDERSTANDING is made at B.H.B. College, Sarupeta on this Twenty Eighth Day of November, 2011.

BETWEEN

Bhawanipur Hastinapur Bijni College, Sarupeta, Barpeta, Assam, herein after referred to as 'B.H.B. College' having perpetual succession of 50 Years represented by Dr. Nayan Jyoti Das, Principal of the college as the FIRST PARTY.

AND

S.S. Technologies Bora Service, Bye Lane, G.S. Road, Ulubari, Guwahati-781007, a reputed and prominent Service Provider in matter of installation of Online College Automation Software, represented by Mr. Nabarun Misra, Managing Partner of the S.S. Technologies, as the SECOND PARTY.

### CLAUSE 1

#### OBJECTIVES

- 1.1. Both Parties to fulfil their respective commitments for the mutual activities.
- 1.2. Working relationships between the parties in relation to the activities.
- 1.3. With the cooperation of the both parties, training programmes regarding computer literacy will be organised.
- 1.4. Mutual utilisation of human resources and products.

### CLAUSE 2

#### COOPERATION

- 2.1. Both Parties are united to fulfil the objectives and, thereby, shall establish cooperation.
- 2.2. Both Parties will be effectively cooperating in undertaking the way out for the betterment of the institution's computer relating exertion.
- 2.2. Both Parties cooperation will facilitate demand and supply regarding computer relating acts.


Contd.....

CLAUSE 3

TERMS AND CONDITIONS

- 3.1. The Terms of the MOU will be of Three years from the date of signing the Agreement
- 3.2. The First Party will bear its own costs and expenses for the service rendered by the second Party.
- 3.3. This MOU is non-inclusive. No third party may enter between them.
- 3.4. Payment by the Second Party must be made within months by Cash/Cheque/DD in favour of S.S. Technologies.
- 3.5. If the First Party is not satisfied during the 1<sup>st</sup> quarter after entering the agreement, the said contract could be discontinued and/or the due payment may be stopped at their sole discretion.
- 3.6. The service engineer will visit monthly for routine check up of the computers and peripherals besides regular servicing.
- 3.7. 100% payment after successful installation and completion of training to the staff of the hoist institution.
- 3.8. The complete installation shall be subject to checks at all stages and test and the service provider shall be liable to rectify any defects as brought out by the hoist institution.
- 3.9. Inclusion of any new modules to be on paid basis on mutual understanding by both the parties.
- 3.10. The modifications of the MOU only can be done with the mutual sitting of the Both Parties.

Accepted and Agreed


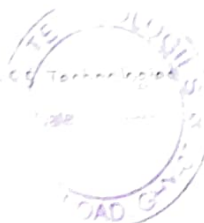
By:   
Dr. Nayan Jyoti Das  
Principal  
B.B.B. College, Sarupeta

Witness:

By: 

Date:

Accepted and Agreed

  
By: Mr. Nabarun Misra  
Managing Partner of S.S. Technologies  


Witness:

By: 

Date:

**OFFICE OF THE PRINCIPAL**  
**BHAWANIPUR HASTINAPUR BIJNI (B.H.B.) COLLEGE, SARUPETA**

Accredited by NAAC (Second Cycle) With CGPA of 2.78 On Seven Point Scale At B++ Grade

P.O. : Sarupeta, Dist. : Barpeta, Assam, PIN : 781318

From :-

**Dr. NayanJyoti Das, M.A., Ph.D**  
Principal



Website : [www.bhbcollege.com](http://www.bhbcollege.com)

Email ID : [principalbhb2018@gmail.com](mailto:principalbhb2018@gmail.com)

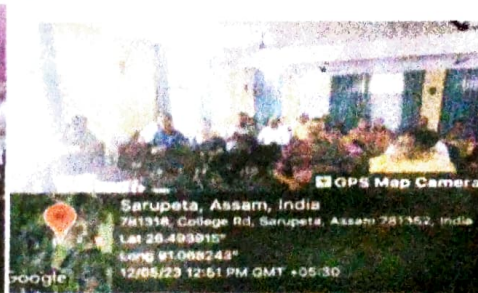
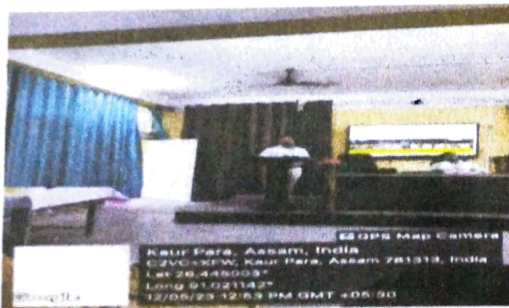
[principalbhbcollege18@gmail.com](mailto:principalbhbcollege18@gmail.com)

Ph. (03666) 245513, +91 9954934342

Date : 25 / 03 / 2023

**A Brief Report on workshop on “Academic and Administrative System” on 12<sup>th</sup> May, 2023 at Seminar Hall. B.H.B. College, Sarupeta.**

The IQAC of B.H.B. College, Sarupeta organised a workshop on “**Academic and Administrative system**” on 12<sup>th</sup> May, 2023 at Seminar Hall. B.H.B. College, Sarupeta for teaching and non-teaching staff at 11.30 A.M in collaboration with S.S Technology, Guwahati. Mr. Nabarun Mishra B.E (EE) was invited as a resource person and Mr. Deep Dutta (Software Designer) also present in the workshop. The workshop was inaugurated by Sobita Tokbipi, Assistant Professor, department of Education, B.H.B College and the inaugural speech was delivered by Dr. Nayan Jyoti Das, Principal, B.H.B College, Sarupeta. All the Teaching and Non- Teaching staff of the college were presented in the workshop. The workshop was mainly trained on Academic and Administrative System for teaching and non-teaching. It was trained how to function online academic and administrative system. It was trained how to function online admission process, online financial function, online library system and many more. The workshop was very interesting and interactive. The workshop was ended with the vote of thanks offered by Sobita Tokbipi.



Workshop

On

“Academic and Administrative System”


Organized by:

IQAC, B.H.B College, Sarupeta, in collaboration with  
S.S Technologies, Guwahati.

Resource Person: Nabarun Misra, B.E (EE)

Date: 12/05/2023

Venue: Seminar Hall, B.H.B College.

  
Principal  
B.H.B. College, Sarupeta



# **CERTIFICATE**

## **of Participant**

**PROUDLY PRESENTED  
TO**




**has successfully participated in the workshop on'  
Academic and Administrative System' on  
12/05/2023.**

**Organised by: IQAC, B.H.B College in  
collaboration with S.S Technologies, Guwahati.**

**Principal, B.H.B  
College**

**Resource Person**

13. Nayanarani Royan.
14. Jyoti Smita Kallat.
15. Anshu Talwar.
16. Nayan Jyoti Talwar.
17. Rupa Basumatary.
18. Pallin Ch. Deka
19. Bhupali Deka.
20. Silpasree Das.
21. Namita Ch.
22. Himendra Kalita
23. Sobita Jakkiji
24. Mindu Kumar Das
25. Anant Kalita
26. Deepal Medhi
27. Reaz Uddin

  
Principal  
B.M.B. College, Sanipeta

WORKSHOP  
on  
"Academic & Administrative System"  
for Teaching & Non-teaching staff


Resource Person: Nabarun Mishra  
Date : 12 May 2023  
Venue : Seminar Hall

Agenda:

- Chaired by the President
- Felicitation to Resource Person
- Inaugural Speech by the Principal
- Lecture by the Resource Person
- Question hour
- Concluding Remarks by the President
- Vote of Thanks

Signature:

1. Nayan Jyoti Das
2. Phanihar Meek
3. Upendra Nath Das
4. Prabodh Halder
5. Sunil Das
6. Preeti Rekha Dutta
7. Bina Ram Boro
8. Purabi Talukder
9. Smastishree Saha
10. Nabamoni Saikia
11. Minakshi Das
12. Anamika Boro

  
Principal  
B.H.B. College, Sanipeta

**Workshop**

**On**

**ERP Software**

**“ Academic & Administrative System in College”**

**As per NAAC Criteria**

**Organized by:**

**IQAC, B.H.B College, Sarupeta**

**In Collaboration with S.S Technologies, Guwahati**

**Resource Person: Nabarun Misra, B.E (EE)**

**Date:06/12/2022**

**Venue: Seminar Hall, B.H.B College, Sarupeta.**

**Time: 12:00 PM**



**OFFICE OF THE PRINCIPAL**  
**BHAWANIPUR HASTINAPUR BIJNI (B.H.B.) COLLEGE, SARUPETA**

Accredited by NAAC (Second Cycle) with CGPA of 2.78 on Seven Point Scale at B++ Grade

P.O.: SARUPETA, DIST.: BARPETA

ASSAM, PIN - 781318

From -

Dr. Nayan Jyoti Das, M.A., Ph.D  
Principal



Website: [www.bhbcollege.com](http://www.bhbcollege.com)

Email- [principalbhb2018@gmail.com](mailto:principalbhb2018@gmail.com)

[principalbhbcollege18@gmail.com](mailto:principalbhbcollege18@gmail.com)

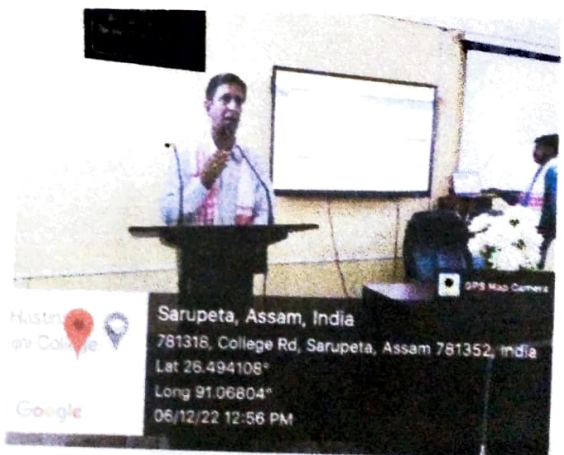
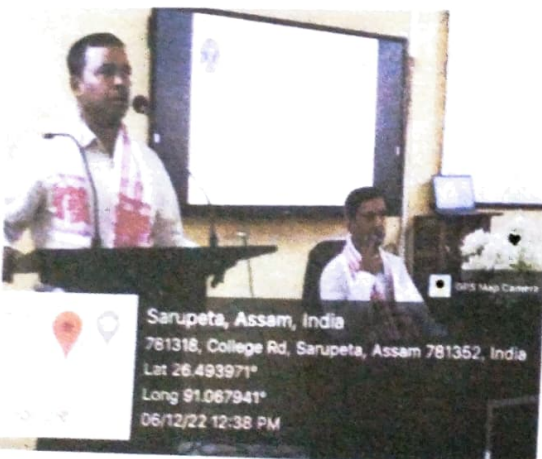
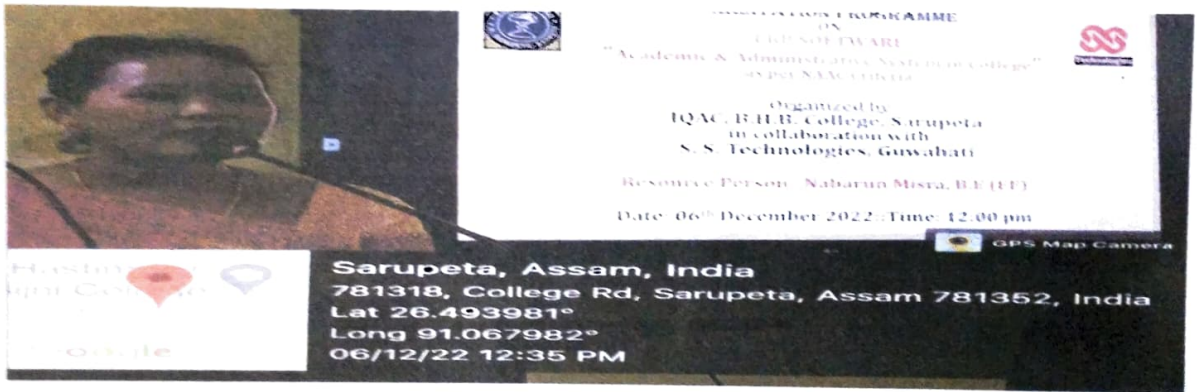
Ph. (03666) 245513, 9954934342

Ref. No.: BHBC/2022/

Date: 26 / 02 / 2023

**Workshop on ERP Software "Academic & Administrative System in College" as per NAAC Criteria was organised by the IQAC of BHB College, Sarupeta on 06-12-2022**

A one day Workshop on ERP Software "Academic & Administrative System in College" as per NAAC Criteria was organised by the IQAC of BHB College, Sarupeta in collaboration with SS Technologies, Guwahati on 06-12-2022 in Digital Conference Hall of the College. Mr. Nabarun Misra, BE (EE) was invited as the Resource Person in the Workshop. The purpose of the workshop was to train the teaching and the non-teaching staff in the operation of the administrative and academic/departamental/teachers interface of the ERP system. The Principal, Mr. Nayan Jyoti Das said that the staff should be well oriented in the use of the ERP system as all the works will be in digitised format. He also mentioned that digitisation of the work will help the college improve its goal of attaining environmental sustainability. The meeting was hosted by Mrs. Sabita Tokbipi and Mrs. Swastishree Saikia delivered the vote of thanks.



B.H.B. College Sarupeta  
Principal  
Nayan Jyoti Das

# CERTIFICATE OF PARTICIPANT

Proudly presented  
to.....

Participated as listener in the Workshop on ERP Software ' Academic &  
Administrative System in College' as per NAAC Creteria.  
organisedby: IQAC , B.H.B College, Sarupeta.

**Date:06/12/2022**

**Nabarun Misra**  
**B.E( EE)**  
**Resource person**

  
Principal  
R.H.B. College, Sarupeta

Venue: Digital Hall

Date: 06/11/2022  
Time: 12:00 PM

Orientation Programme on 'ERP Software "Academic and Administrative System in College"' is organized by IOAC, B.H.B. College, Sarupeta in collaboration with S.S. Technologies, Guwahati and under the chairman of Dr. Nayan Tyoti Das, Principal, B.H.B. College Sarupeta. Mr. Nabamun Misra, O.E. (I.L) is invited as a Resource person.

### Signature of the participant

1. Phanihar Mohan
2. Ushra Devi Corua 24 Nov
3. ~~Asi Karim~~
4. Gunit Ghosh
5. Purnab Tulukhar
6. Krabadi Beera
7. ~~Basu~~
8. Ravi Thangal
9. Alexander Kalia
10. Khankar Roxana
11. Nayan Jyoti Sankar
12. Dilin Ch. Akter
13. Anshik Kalita
14. Mrida Van Das
15. Simal Modhi
16. Ananda Uddin Ahones
17. Rupa Basumatary
18. Amanda Lahary
19. Bina Ram Baro
20. Nayanmoni Nayon
21. Joti Smita Kallit
22. Suastishree Sarikia
23. Mima Kshi Das

  
Principal  
B.H.B. College, Sarupeta

24. Anamika Rayan

25. Ananda Das

26. Anamika Rayan

27. Nabamoni Saha

28. Namita Das

29. Subhasree Das

30. Reang Das

31. Sobita Saha

32. Dipheni Gokarna

33. Rajya Kalita

34. Prachi Ratha Das

35. Kalpana Barua

36. Nayan Dey

37. Nabamoni Saha

38. Bidyam Sharma, Software Developer

39. Algorazal Hussain

40.

Principal  
B.H.B. College, Sarupeta