



# StartupTN

## TAMIL NADU STARTUP AND INNOVATION MISSION

(A Section 8 Company under the MSME Department, Government of Tamil Nadu)

Letter No: PMO-06/12/2020-EDII-TANSIM-EDII

Dated: 28.07.2021

To,  
Sathyabama - Technology Business Incubator,  
First Floor, Col.Dr.Jepplaar Research Park,  
Sathyabama Institute of Science and Technology,  
Jepplaar Nagar, Rajiv Gandhi Salai, Chennai-600 119

Sir/ Madam,

Sub: Letter of sanction of Rs.3.5 Lakhs towards upgradation support for  
Sathyabama - Technology Business Incubator

Ref: ScaleUP - Incubator Capacity Building Programme - organized by  
StartupTN and Headstart

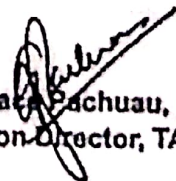
Greetings from StartupTN,

TamilNadu Startup & Innovation Mission, being branded as "StartupTN", is glad to inform you that Sathyabama - Technology Business Incubator has been selected as one of the winners of "ScaleUp" program - a 12 week capacity building program to support selected incubators in Tamil Nadu. Congratulations! We are proud of your achievement.

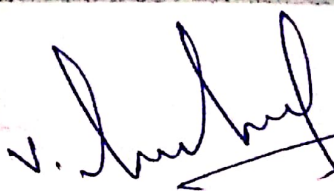
As a token of appreciation for completing the 12 week program and winning the pitch session, an amount of Rs.3.5 Lakhs will be awarded towards upgradation support / start-up acceleration support to Sathyabama - Technology Business Incubator. Utilization report for the same needs to be provided to TANSIM by 20th December 2021

StartupTN will continue to provide support and access to entrepreneurial networks to enable a world class incubation program.

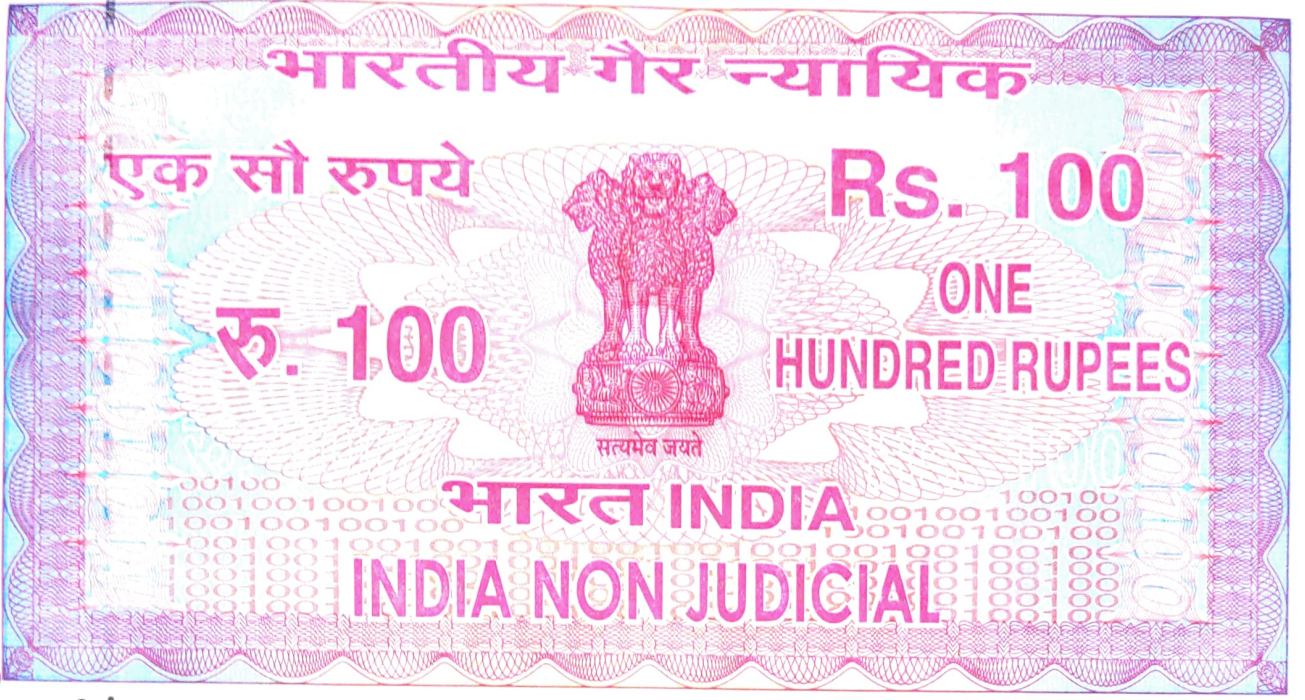
With regards,

  
G. Sachuau, IAS  
Mission Director, TANSIM

D3 - 10, IIT Madras Research Park, D Block, Third Floor, 32, Kanagam, Taramani, Chennai, Tamil Nadu 600113.  
Website: www.startuptn.in E-Mail: admin@startuptn.in

  
Dr. B. SHEELA RANI, M.Sc., B.Tech., Ph.D.,  
DIRECTOR (RESEARCH)

**SATHYABAMA**  
INSTITUTE OF SCIENCE AND TECHNOLOGY  
(DEEMED TO BE UNIVERSITY)  
Jepplaar Nagar, Rajiv Gandhi Salai,  
Chennai - 600 119.



தமிழ்நாடு தமிழ்நாடு TAMILNADU

13/11/21

SIST

CE 751859

*[Signature]*

L.No. 14817/94

A.T. VIJAYAKUMAR

STAMP VENDOR

1, West Karikalan Street,  
Adambakkam, Chennai-88

### AGREEMENT

This Agreement is executed at New Delhi on this Thirtieth day  
of November, Two Thousand Twenty-One (2021),

between

The **Technology Information, Forecasting and Assessment Council**, hereinafter referred to as the **TIFAC**, which is a society registered under the societies Registration Act XXI of 1860 having its registered office at Vishwakarma Bhawan, A-Wing, Shaheed Jeet Singh Marg, New Delhi-110016

and

**Sathyabama Institute of Science and Technology (SIST)** Established under **Sec.3 of UGC Act, 1956** hereinafter referred to as the TIFAC Academic Partner (TAP) and having its registered office at Jeppiaar Nagar, Rajiv Gandhi Salai, Chennai - 600 119. Tamil Nadu, INDIA.

*[Signature]*  
Dr. S. RAO, M.B.A., Ph.D.  
REGISTRAR  
**SATHYABAMA**  
INSTITUTE OF SCIENCE AND TECHNOLOGY  
(DEEMED TO BE UNIVERSITY)  
Jeppiaar Nagar, Rajiv Gandhi Salai,  
Chennai - 600 119.

*[Signature]*  
B. Shree Sri

**WHEREAS** the TIFAC has evolved a Scheme in which Center will be established at such academic institutions/organizations of academic eminence in the field of S&T and innovations across India for providing technology information and intervention support to the MSMEs under "Atma Nirbhar Bharat". This Center will be known as TAP (TIFAC Academic Partners) and will provide technology mapping requisite skilling/technology demonstration etc. to nearby different MSME clusters.

**WHEREAS** the TIFAC has selected SIST as one of the TAP Center which will provide mapping of technologies of proximate technological homogenous MSME clusters and also provide requisite skilling/technology demonstration, transfer and absorption to the Cluster under TAP Scheme.

**WHEREAS** the TAP has agreed to collaborate with TIFAC to implement the above mentioned Scheme and it is agreed that their collaboration would be mutually beneficial with the following objectives:

**Objectives:**

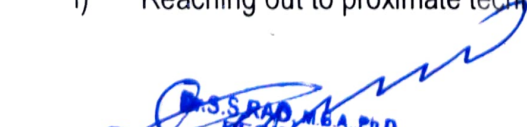
- a) Creation of a platform for establishing interaction between academia and MSME industries on a mutually win-win basis towards identifying the technological gap areas.
- b) Establishing a platform for the MSME cluster industries to access R&D and technical support leveraging the knowledge base of faculty and knowledgeable human resource in the form of students from technical institutions.
- c) Providing hands on engagement and practical experience to the students and faculty on existing technical challenges in the industry and nurturing an innovation ecosystem that benefits both the industry as well as the technical institution.

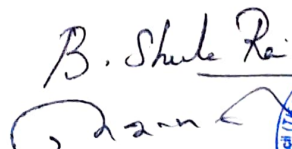
**WHEREAS** in consideration of TIFAC agreeing to provide grants-in-aid for fulfilling the objectives of the scheme on the mutual covenants hereinafter contained, the parties hereto agree as follows:

**1.0** The Role and Responsibilities and Deliverable of the SIST would be as follows:

**1.1 Role and Responsibilities**

- i) Reaching out to proximate technologically homogenous MSME clusters.

  
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- ii) Assessing technology needs of such MSMEs, especially in context of local strengths and requirements with respect to becoming "Atma Nirbhar".
- iii) Exposure of MSMEs to current technologies and global competitive manufacturing practices.
- iv) Requisite Skilling of people and capacity building.
- v) Hand holding & mentoring towards absorption and adoption of technology.
- vi) Organizing Awareness and undertaking requisite capacity building.
- vii) Aligning its initiatives with those of Skill India and Make in India towards pursuing the larger pool of "Atma Nirbhar Bharat"

## **1.2 Deliverables: (Yearly in III stages)**

### **1.2.1 Step I- duration three months from the date of transfer of funds by TIFAC**

- a) Carrying out Orientation Program.
- b) Identification of three technologically homogeneous MSME clusters in the nearby areas/state for taking up technology mapping.
- c) TAP to seek approval of TIFAC before taking up detailed technology mapping of the three clusters.

### **1.2.2 Step II – Duration six months after receipt of TIFAC's approval for taking up of three clusters.**

- a) Detailed technological mapping of the three clusters
- b) Preparation of a requisite technology intervention plan in consultation with the Industry association
- c) Preparation of introduction of digital technologies in the cluster towards increasing efficiency
- d) To explore the potential of introduction of e marketing platform for the cluster.
- e) Presentation of the technology intervention plan including gaps requisite technologies for infusion, requisite skilling and plan for adoption with cost

estimates, in a validation workshop in presence of the representatives of the Industry Association and TIFAC scientists.

- f) Acceptance of the plan by TIFAC.

### 1.2.3 Step III- Duration three months

- Submission of three cluster specific reports
- Disseminating the recommendations of the report within the cluster.
- Accordingly prepare technology development proposals and submit to TIFAC.

**2.0 Financial Support:** TIFAC will provide a grant of Rs. 20.00 (Twenty) lakhs (inclusive of all) per annum to TAP Centre towards sub head as proposed below:-

#### Budget Sub Head:

| S/<br>No. | Sub Heads                                                                                                                                                                  | Financial<br>Grants<br>(Rupees in<br>Lakhs) |
|-----------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------|
| 1.        | Providing office space/infrastructure/maintenance                                                                                                                          | 2.00                                        |
| 2.        | Project Manpower (One of the level of JRF and one Assistant) & honorarium<br>JRF (DST Norm) @ Rs. 31000/- + HRA per month<br>and <u>Accountant</u> @ Rs. 20000/- per month | 9.00                                        |
| 3.        | Local Travel and Logistic                                                                                                                                                  | 1.00                                        |
| 4.        | Exposure/Awareness Meeting                                                                                                                                                 | 4.00                                        |
| 5.        | Requisite Advertisement                                                                                                                                                    | 1.00                                        |
| 6.        | Contingency                                                                                                                                                                | 1.00                                        |
| 7.        | Overheads                                                                                                                                                                  | 2.00                                        |
|           | <b>Total</b>                                                                                                                                                               | <b>20.00</b>                                |

Assistant  
G 2000

The annual grant to TAP centre from TIFAC will be limited to the maximum sum of Rs. 20.00 (Twenty) lakhs (inclusive of all) only. No escalation in the annual grant provided to TAP centre will be permitted for any reason what so ever.

**2.1 Disbursement of Fund:** The parties herein have agreed that the mode of disbursement of funds to the TAP will be as under:

*[Signature]*  
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*[Signature]*  
B. Shule Ri  
*[Circular Stamp]*  
TIFAC  
Department of Science & Technology  
Government of India  
Forecasting and Assessment  
Council (TIFAC)

- **1<sup>st</sup> Installment of Rs. 10 lakh** which will be 50% of the total grant commitment of TIFAC towards the TAP will be released after (a) the Agreement is signed by both parties and (b) furnishing of bank guarantee of Rs. 10 Lakh in favour of TIFAC valid for entire project period in case of private institution.
- **2<sup>nd</sup> Installment of Rs. 10 lakh** which will be rest 50% of the total grant commitment of TIFAC towards the TAP will be released after six month of its establishment on the basis of satisfactory performance of TAP as reviewed by a duly constituted Committee of TIFAC, utilization of earlier released funds, as well as submission and verification of Utilization Certificate (UC) and Statement of Expenditure (SE) for the 1<sup>st</sup> installment of the grant.
- **Further grants (for next year) would also be released as per procedure given above for release of 2<sup>nd</sup> installment.**

## 2.2 Terms and Conditions

- 2.2.1 There should not be any deviation from the Budget Heads as approved by TIFAC. In case, if it is very necessary, a request can be made to TIFAC for consideration.
- 2.2.2 SIST will provide Quarterly progress report giving the progress of work as well as future action plan.
- 2.2.3 TIFAC will review the technical & financial progress including utilization of the grant on an annual basis with an appropriate mechanism.
- 2.2.4 SIST to submit a half yearly Utilization Certificate (UC) and Statement of Expenditure (SE) - in the requisite format as per Government of India norms for the funds released to it by TIFAC. Unspent project fund to be adjusted further on or returned to TIFAC as the case may be.
- 2.2.5 Any assets acquired from the grant will be the property of the TIFAC and should not, without the prior sanction of the TIFAC, be disposed of or encumbered or utilized for purposes other than those for which the grant has been sanctioned.
- 2.2.6 TIFAC shall have the right to access the book of accounts of the SIST for this support. SIST shall keep amount of the grant in a bank account earning interest. The interest thus earned should be reflected appropriately in the

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TIFAC  
Department of Science & Technology  
Government of India

Financial Statement of each year submitted to TIFAC. The interest thus earned will have to be deposited by SIST in Bharat Kosh.

## 2.3 Other Terms and Conditions

- 2.3.1 TAP to open a separate bank account to handle TIFAC's support under this scheme.
- 2.3.2 TAP to strictly adhere to TIFAC's guidelines for implementing this scheme.
- 2.3.3 TAP to appoint a responsible and senior official (faculty or non – faculty) for coordinating this scheme. The coordinator of the scheme will be the one point source/contact for all correspondences/communication and will be accountable to TIFAC for all matters related to this scheme.
- 2.3.4 TAP to work out a proper mechanism for engaging outside experts from other Technical Institutes/Industries/Disciplines if required.
- 2.3.5 TAP will be responsible for designing and delivery of appropriate technical solutions to the Industry through support from this scheme and also for any subsequent issues arising out of it, if any.
- 2.3.6 TAP will be the owner of the solution or technology developed.
- 2.3.7 TAP to appropriately highlight the TIFAC MSME Internship Scheme in all related communications.

## 3.0 Ownership of IPRs generated

Ownership of the existing IPRs and of the IPRs generated out of the project, patent rights, licensing the know-how and the use of the know-how shall be decided between the TAP and the Industries concerned. TIFAC does not assume any responsibility of disputes arising out of any of the IPR issues.

## 4.0 Project Monitoring

The TAP Advisory Committee (TAC) constituted by TIFAC to monitor the progress of the TAP. The monitoring functions of the TAC to be as follows:

- 4.1 Monitoring the progress of TAP and reviewing their work towards technology mapping, skilling and requisite technical support to nearby MSME clusters.

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Department of Information Technology  
Council of Scientific & Industrial Research  
Government of India

4.2 Providing time to time guidance to the Centre.

4.3 Recommending disbursement of funds in installments with respect to cost and progress of the project from time to time.

4.4 Recommending continuation of the project and or short closure of the project or recommending on other issues related to project from time to time.

## 5.0 Amendment of the Agreement

No amendment or modification of this Agreement shall be valid unless the same is made in writing by both the parties or their authorized representatives and specifically stating the same to be an amendment of this Agreement. The modification/changes shall be effective from the date on which they are made/ executed unless otherwise is agreed to by both the parties.

## 6.0 Tenure of the Agreement

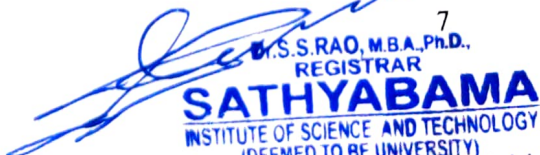
The agreement shall be effective from the date of signing of the agreement. If Agreement is signed through circulation by post, the date on which TIFAC signs the Agreement shall be considered as effective. The Agreement shall be valid for a period of **two (2) years**. However, if any / some / all of the ongoing projects / activities undertaken by the TAP are not completed within the given duration, the Academic Partner shall be responsible for their successful completion and settlement of accounts without any additional funds irrespective of the extension of the agreement. In exceptional cases, TIFAC reserves the right to extend the tenure of the Agreement on the recommendations of the TAP Advisory Committee.

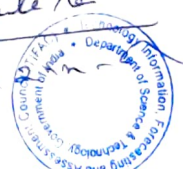
## 7.0 Short closure or Termination

TIFAC reserves the right to short close the scheme or any project with the TAP and terminate the Agreement any time during the agreement period on the ground of under-performance after serving one month written notice to the TAP if TIFAC is convinced that the grant has not been properly utilized or appropriate progress is not being made by the SIST. In the event of such termination no further disbursement shall be made to the SIST and TAP shall be liable to return immediately, the unutilized amount along with State of Expenditure and Utilization Certificate as prescribed within 30 days of such termination.

## 8.0 Force Majeure

Neither party shall be held responsible for non-fulfillment of their respective obligations under this agreement due to the exigency of one or more of the force majeure events

  
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such as but not limited to Acts of God, war, flood, earthquakes strike, lockouts, epidemics, riots, civil commotion etc. provided on the occurrence and cessation of any such events, the party affected thereby shall give a notice in writing to the other party within one month of such occurrence or cessation. If the force-majeure conditions continue beyond six months, the parties shall then mutually decide about the future course of action.

## 9.0 Notices

All notices and other communications required to be served on SIST including for violation of the terms and conditions of this Agreement shall be considered to be duly served, if the same shall have been delivered by hand or posted by registered post or speed post or emailed to the party at its address as below.

### ***Name, designation & complete address***

Similarly, any notice to be given to the TIFAC shall be considered as duly served if the same shall have been delivered by hand or posted by registered post or speed post or emailed to the TIFAC at its registered office address given below:

***In charge (Finance & Administration),  
Technology Information, Forecasting and Assessment Council,  
A-Wing, Vishwakarma Bhawan,  
Shaheed Jeet Singh Marg,  
New Delhi – 110 016  
Email id: [registrar@tifac.org.in](mailto:registrar@tifac.org.in)***

## 10.0 Dispute Resolution

10.1 In the event of any dispute under this Agreement, the parties shall first attempt to resolve such dispute or differences through the good offices of the Heads of both the parties. If the dispute cannot be resolved amicably within 30 days of the receipt of a written notice to resolve the dispute, then, the unresolved dispute or differences shall be referred for Arbitration consisting of Sole Arbitrator being Secretary of the Department of Science & Technology, Government of India, or that of his / her nominee and the decision of the Sole Arbitrator shall be final and shall be binding on all the Parties. A reference to the Arbitration under this Clause shall be deemed to be submission within the meaning of the Arbitration and Conciliation Act, 1996, and the rules framed there under for the time being in force.

10.2 The venue of the Arbitration shall be at Delhi.

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Technology Information, Forecasting and Assessment Council  
Department of Science & Technology  
Government of India

10.3 Each Party shall bear and pay its own cost of the arbitration proceedings unless the Sole Arbitrator decides otherwise in the award.

10.4 The provision of this clause shall not be frustrated, abrogated or become inoperative, notwithstanding this Agreement expires or ceases to exist or is terminated or revoked or declared unlawful.

10.5 If the TAP does not make any claim or demand or raise any dispute or difference in terms of Sub Clause "10.1" of this Clause within six months from the date on which such claim or demand arises, the TAP shall be deemed to have waived and abandoned such claim or demand or the right to raise such dispute or difference against "TIFAC".

## 11.0 Jurisdiction

Subject to the Dispute Resolution Clause 10.0 hereof the courts at New Delhi shall have exclusive Jurisdiction in all matters concerning this Agreement including any matter arising out of the arbitration proceedings or any award made therein.

**IN WITNESS WHEREOF** the parties hereto through its duly authorized representatives have signed this Agreement on the day, month and year mentioned hereinabove.

Signed for and on behalf of  
(TIFAC Academic Partner's name & seal)

Signed for and on behalf of  
TIFAC, New Delhi

मुकेश माथुर / MUKESH MATHUR  
वैज्ञानिक 'एफ' एवं प्रशासकी (विज्ञान एवं प्रशासन) / Scientist F & In-charge (Fin. & Admin.)  
प्रौद्योगिकी सूचना, पूर्वानुमान एवं मूल्यांकन परिषद् (टाइफैक)  
Technology Information, Forecasting and Assessment Council (TIFAC)  
विज्ञान एवं प्रौद्योगिकी विभाग, भारत सरकार/Dept. of Science & Technology, Govt. of India  
नई दिल्ली-110016 / New Delhi-110016

Witness (Signature, name, designation & address)

Dr.S.S.RAO, M.B.A., Ph.D.,  
REGISTRAR  
**SATHYABAMA**  
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1. B. Shubala

2. V. J. [Signature]

1. D. Singh

2. [Signature]