

Agreement format between designer firm/consultant/institution and MSME cluster association/Govt. organization/Institutions.

THIS AGREEMENT made on this day of, BETWEEN,, (hereinafter referred to as **MSME Association**), and (Hereinafter referred as **Design Expert/Firm**) registered under **Design Clinic Scheme for conducting Design Awareness Programme.**

WHEREAS the Ministry of Small & Medium Enterprises (MSME), Government of India, has launched a "Design Clinic Scheme" for the Small and Medium Industries as per the guidelines published by the MSME in this regard and WHEREAS NID, Ahmedabad has been nominated as the Nodal Agency for the implementation of the scheme and as provided in the guidelines for assistance under the "Design Clinic Scheme" the MSME ASSOCIATION/ORGANISER Association/body has submitted a request for availing of assistance under the Scheme for organizing a **Design Awareness Programme under BAND** with the help of design expert/s /firm and WHEREAS the proposal of the MSME ASSOCIATION for conducting NAS and Design Clinic Workshop has been approved by the Nodal Agency/MSME with a maximum budget outlay of Rs. 4 lakhs, out of which a maximum of Rs.3 lakhs is reimbursable from the Design Clinic Scheme. AND WHEREAS the Design Expert has agreed to conduct the NAS and the Design Clinic Workshop as per the approved guidelines of the Scheme by charging a fees of Rs. plus travelling and documentation charges (as per actual).

NOW IT IS AGREED BETWEEN THE PARTIES AS UNDER:

1. The Design Expert agrees provide services as consulting design resource person for NAS and Design Clinic workshop as per the scheme and Guidelines for the Design Awareness Programme issued by the Nodal Agency i.e. Design Clinic Scheme-MSME, National Institute of Design.
2. The MSME ASSOCIATION undertakes to avail of the services of the empanelled designer/s, and/or design agencies of the Nodal Agency for realizing the objectives of the Proposal.
3. The MSME ASSOCIATION undertakes to be the Organizer for the Need Assessment Survey and Design clinic workshop realize the same within the framework of the guidelines of the MSME and Nodal Agency and would provide necessary help in execution of need assessment survey and design awareness workshop.
4. The MSME ASSOCIATION agrees to pay the designer's fee of Rs. _____ as per this agreement for conducting need assessment survey of atleast _____ units of the cluster of the Association and to conduct _____ days workshop for the participants of the cluster, as per band _____, within a period of _____ and provide all documentation and report as per the approved guidelines to the Nodal Agency within the time frame.
5. The empanelled designer undertakes to perform the design activities as per the agreement with the organizing association as per clause (4) above.
6. The Designer fees of Rs. _____ mentioned above will be paid to the Designer in four equal installments viz. (i) 25% of fees advance on signing this agreement and confirming the schedule for commencing NAS, (ii) 25% of fees & expenses* on completion of NAS and submission of NAS report in the prescribed format, (iii) 25% of fees & expenses* on completion of the Design Clinic Workshop, and (iv) 25% final payment (fees & expenses*) on submission of workshop report and documentation/report as per the guidelines.

7. The MSME Association may arrange reimbursement of 75% of the share of the Design Clinic Scheme directly by the Nodal Agency, if so desired by the Designer.
8. Both the parties agree that the financial assistance, evaluation of the progress and deliverables of the programme as also the reimbursements thereof would be subject to the guidelines issued by the MSME/Nodal Agency from time to time.
9. In case of any dispute between the parties on any matter relating to this AGREEMENT, the same will be resolved mutually.
10. This agreement is executed within the jurisdiction of Ahmedabad Courts and hence Courts in _____ alone shall have jurisdiction over any matter relating to this agreement.

* Expenses mentioned are as per actual producing of bills/vouchers/supporting documents.

IN WITNESS WHEREOF THE PARTIES HEREINABOVE SET THEIR HANDS BELOW ON the day and date written above

Authorized signatory of
Design Firm/Consultant/Institution

Authorized signatory of the MSME
association/Govt. Organization/Institutions