

To,
Director-Placement,
J. S. University
Shikohabad
Firozabad (U.P.)

Subject: Memorandum of Understanding – Job Fair/ Pool Placement Drive

We are delighted to welcome you to the Innovate Technologies family. As we proceed with our association ahead we request you to kindly go through the following contract terms.

We at Innovate Technologies ensure transparency and ethics in all our dealings. This is not only our belief, it is our corporate policy too.

Terms, Role and Responsibility:

Given below are the Terms, Roles, Responsibilities, and Mode of Payment for The Job Fair/ Pool Placement Drive between <Institute> and Innovate Technologies, Noida.

1. Innovate Technologies will provide the company Job Description, Tentative dates of the placement drive, and Company HR/Technical person names traveling to college. An outline of the entire placement activity will be discussed and finalized with the college. <Institute> will approve the job description, date of placement drive, and commercials involved. The Job Fair/ Pool Placement Drive will be conducted on Campus only.
2. <Institute> will provide its infrastructure like Seminar Hall, Interview Room, Mike, Projector, and volunteers (10-30 volunteers from college staff and pre-final year students will be required) for smooth coordination of the event. The institute will also appoint its 2 senior personnel as Event Coordinators for the drive.
3. Innovate Technologies will try its best to get all the offer letters/letters of intent delivered on the same day of the event. However, it may take 3-5 working days to get all the necessary approval mail and offer letters/letter of intent from the company.
4. Candidates from following courses can participate in The Job Fair/ Pool Placement Drive.
 - a. MCA, BCA, B.Tech/BE – Civil, Mechanical, Electrical, Electronics, Computer Science, Biotech
 - b. Diploma – Civil, Mechanical, Electrical, Electronics, Computer Science.
 - c. M.Pharma, B.Pharma, D.Pharma.
 - d. ANM, GNM, BSc-Nursing, BSc-Agriculture, BSc-Biology, BSc-Maths.
 - e. MBA, BBA
 - f. ITI – All Trades

5. Kindly tick the Pricing option you wish to take for your college/university.

Pricing:

Sr.	Companies	Placements	Footfall	Pricing	Offer Pricing (For Feb 2024)	
1	4-5	50-70	150-300	50000+GST@18%	30000 + GST@18%	
2	5-10	70-150	300-600	80000+GST@18%	55000 + GST@18%	Recommended
3	10-20	150-300	600-1200	150000+GST@18%	105000 + GST@18%	Recommended
4	15-30	300-600	1200-1800	225000+GST@18%	165000 + GST@18%	

6. Innovate Technologies invite college delegate to visit/meet HR of our client companies along with a delegate from Innovate Technologies. We believe in trust and open communication. <Institute> will not meet/call/email/whatsapp/sms the HR directly without our knowledge and consent.

7. <Institute> will bear the expenses related to travel (Flight/ Train (AC II/AC III)), Cab, Hotel Stay, Local Travel, Stationary etc. All bookings (tickets/hotel room/cab) will be done by <Institute> at least 10 Days prior to The Job Fair/ Pool Placement Drive. . The booking reference numbers should be shared with Innovate Technologies.

8. 3-to 5 people from Innovate Technologies and 1-2 people from Single Client Company are expected to visit the college for proper conduction of The Job Fair/ Pool Placement Drive.

9. Some HR/companies may not come for the Job Fair/ Pool Placement Drive. They will designate Innovate Technologies to conduct the drive on their behalf. Such a case will be discussed with <Institute> in advance. In such cases, Innovate Technologies Team will coordinate the selection process on behalf of its client companies.

10. The Job Fair/ Pool Placement Drive shall start at 10 AM and will be over by 5 PM. The companies will be asked to give the confirmations on the number of selections by 4 PM.

11. Innovate Technologies takes the ownership of conducting the Job Fair/ Pool Placement Drive. We assist candidates with joining. Our team may also assist candidates with the arrangement of accommodation and food as per their needs basis.
12. <Institute> will pay the entire amount (with GST) through Cash /IMPS/NEFT on the day of The Job Fair/ Pool Placement Drive.
13. Innovate Technologies will hand over the list of selected candidates to <Institute>. The tracker will be maintained by Innovate Technologies as to how many candidates have been placed and how many have joined the company. This tracker will be updated regularly on a real-time basis.
14. Innovate Technologies do not charge on the basis of joining. Innovate Technologies takes consultancy charge even if candidates do not join the company. The date of joining will be confirmed by the company and cannot be modified.
15. If the student does not join the company or is late for joining, the Company reserves the right to cancel/postpone the joining of the candidate.
16. The company will not ask any candidate to leave the organization. The shift timings leave management, and discipline must be followed as per the company policy/directive. Any diversion from the company policy or discipline manual will lead to discontinuation of service.
17. Companies have their hiring policies, payroll system, etc. Innovate Technologies respects it. Innovate Technologies does not interfere in company internal policy matters.
18. This MOU is valid for 3 years from the date of signing. The price, terms, and conditions of the MOU could be amended only after one year from the date of signing. The placement charges will be increased by 10% for every subsequent year.
19. All payments should be made in Cash/NEFT/IMPS (Cheque/DD in the name of Innovate Technologies payable at par). The invoice will be generated on the Date of The Job Fair/ Pool Placement Drive..

We request you to kindly read the above terms carefully and feel free to discuss any point with us.


After reading, discussing and agreeing to all above points, kindly send us a consent mail.


As a token of your acceptance on the above terms and conditions, we request you please sign and return the duplicate copy of MOU.

We look forward to a continued, honest and fruitful association with you.

Thanks & Regards,
Ajay Singh,
Manager – Campus Hiring Solutions,
Innovate Technologies, C-59, Sector 2, Noida.
7355526858

Note: Kindly put seal and signature on all pages.

For: Innovate Technologies
Name: Ajay Singh
Designation: Manager
Contact No. 91-7355526858.
Email id: ajay.singh@innovatesystem.in , miraclerajay@gmail.com
Seal 
Authorized Signatory
Date: 22 Oct 2019

For: <Institute>
Name: Miss: Rupali Sharma
Designation: Director, T2.P.
Contact No. 8273336293
Email id: rupali.005@gmail.com
Seal 
Authorized Signatory
Date: 22 Oct 2019