

## AGREEMENT BETWEEN NCF AND KUSOM

### for Piloting a training program on diploma in cooperative management

This is an agreement between the National Cooperative Federation of Nepal (NCF), hereinafter referred to as "The First Party" and the Kathmandu University, School of Management (KUSOM), hereinafter referred to as "The Second Party" on dated, **25<sup>th</sup> November 2022**.

The agreement is rendered for successful conduction of "Diploma in Cooperative Management Course" designed by "The First Party" with the technical support of "The Second Party" earlier. "The First Party" agrees to conduct entire classes of the course including supervision and internship with the academic support of "The First Party". Both parties agreed to conduct the course from 16 December 2022 to March 16, 2023 i.e. from 01 Poush to 01<sup>th</sup> Chaitra 2079. After the completion of course and examination procedure, successful participants are jointly certified by The First and Second Party with their organizational logo and Authority Signature.

The said parties, for the consideration hereinafter mentioned, hereby agree to the following.

#### A. Roles and responsibilities of First party:

1. The First Party is responsible to collect and admit relevant participants by the end of Mangsir 2079, following the admission procedure.
2. The entire academic session of the Diploma in Cooperative Management course will be conducted at NCF Building, Pulchowk, Lalitpur.
3. The First Party is responsible to manage logistics (venue, projector, tea, cookies etc.) required for the class.
4. The First Party is liable to avail focal person for the smooth operation of the program throughout the course.
5. The First Party will assist monitoring and field visit program as designed by the course.
6. The First Party is liable to pay NPR 3,000 (in words: NPR Three Thousand Only) per session to the Resource Persons assigned by the Second Party on completion of each module and its examination procedure.
7. Each session will be of 90 minutes, total of 264 sessions, 6 days a week for three/four months.
8. The total session cost will be NPR 7,92,000 (in words: NPR Seven Lakh Ninety-Two Thousand only), will be paid to the faculty or resource persons as mentioned in number 6.
9. The First Party is also liable to pay 20% of the overhead charge to "The Second Party". The First Party provides total of NPR 1,58,400 (in words: One Lakh Fifty-Eight Thousand and Four Hundred only) upon signing of the agreement.
10. The First Party shall provide session fee of NPR 3000 per session directly to the resource person after concluding each module.
11. All the Government Taxes will be deducted from institutional and resource person payment where applicable.

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**B. Roles and responsibilities of Second party:**

1. The Second Party is fully responsible for the delivery of the entire session of diploma course as designed in the course curriculum in an exclusive manner.
2. The Second Party will follow the program methodology, based on university learning pedagogy. i.e. group work/discussion, brainstorming, presentation, analysis etc.
3. The Second Party is responsible for internship follow up, supervision, evaluation and satisfaction of participants.
4. The Second Party provides compiled grade sheets to the participants from its dean's office.

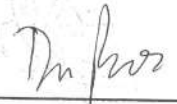
Both the parties executed this Agreement at NCF office, with full knowledge of its content and significance and intending to be bound by the terms hereof the day and year first above written. During the contract period, if any confusion or pre-imagined situation encountered, both the parties can reach to a consensus via harmonious dialogues for the successful completion of the program.

On behalf of NCF



Ms. Chitra Kumari Thamsuhang Subba  
General Manager,  
National Cooperative Federation Ltd. Nepal (NCF)  
Pulchowk, Lalitpur

On behalf of the KUSOM



Prof. Dr. Devi Bedari  
Dean  
Kathmandu University  
School of Management,  
Lalitpur

Date: Nov 25, 2022

Date: November 25, 2022

Witness:



Witness:

