

## DEVELOPMENT CENTRE FOR ADVANCE TECHNICAL STUDIES

Registered under Society Registration Act XXI of 1860, Registration No. - 1933/2008-2009

The Principal  
Darbhanga College of Engineering,  
Darbhanga.

Date 13/06/2020

**Subject: Request to disburse the English Language Communication Skills Training fee.**

Respected Sir,

This is with reference to the Contract TEQUIP -III / 2019 /BH/dced/338.

As you are aware, we had successfully completed the English Language communication skills training for the first year students of Darbhanga College of Engineering from 17/02/2020 - 23/02/2020.

The Cambridge Assessment English, Key English Test, was scheduled to take place on 9<sup>th</sup> May, 2020, but because of the country wide lockdown due to the COVID -19 pandemic, the exam had to be unfortunately postponed. We shall be completing the assessment task once the students resume classes at the college as this will be a paper based exam comprising of all the four skills Reading, Writing, Listening and Speaking (wherein Speaking is conducted face to face as in a viva).

This is to request you to kindly disburse the training fee as we have to pay to the University of Cambridge, U.K for the training materials developed and supplied by them and also meet other expenses incurred in engaging external Cambridge certified trainers for the training.

We shall be grateful if the training fee, which is **Rs. 4 Lakhs (Four Lakhs Only)**, be paid so that we can cover the above expenses.

Please find the invoice for same appended.

Yours sincerely,



Aparna Srivastava  
Centre Head  
Cambridge Assessment English authorised centre-IN786

## DEVELOPMENT CENTRE FOR ADVANCE TECHNICAL STUDIES

Registered under Society Registration Act XXI of 1860, Registration No-1933/2008-2009

Reg Office : 27 , Om Kashyap (Basement), Kavi Raman Path  
Nageshwar Colony, Boring Road ,Patna-  
800001  
Phone: 9708037523  
e\_mail : [dcatsin@gmail.com](mailto:dcatsin@gmail.com)

Invoice No	DSIT /SDP/# 1004
Date	13/06/20

# INVOICE

The Principal.  
Darbhanga College of  
Engineering, Mabbi, P.O. Lal  
Sahpur, Via PTC, Darbhanga,  
Bihar – 846005

DESCRIPTION	HSN CODE	FEE	IGST(9%)	CSGT (9%)	AMOUNT(Rs.)
Communication skills training for the first year students of Darbhanga College of Engineering from 17/02/2020 - 23/02/2020.	999249	3,38,983.05	30,508.47	30508.47	4,00,000.00

**Amount in Words** : Rupees Four Lakh Only

**Rs. 4,00,000/-**

### OTHER COMMENTS

1. Total payment due in 7 days
2. Please include the invoice number in payment transfer.
3. E & OE

For DCATS



*[Signature]*

### Bank Details

Development Centre For Advance Technical Studies  
Bank Name : HDFC Bank Ltd |Branch : Exhibition Road  
Patna ISFC Code : HDFC0000186 |Account No :  
50200020776985

Authorised Signatory

**Darbhangha College of Engineering, Darbhanga, Bihar**  
**TEQIP-III**

**Minutes of the 10<sup>th</sup> Meeting of the Board of Governors**  
**held on 24.02.2020**

The 10<sup>th</sup> meeting of the Board of Governors (BoG) of Darbhanga College of Engineering, Darbhanga was held on 24.02.2020 on the College campus. The following members were present in the meeting:

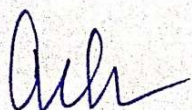
Sl. No.	Name	Email id and Mobile no.	Designation
1.	Prof. Manas Bihari Verma Former (Distinguished Scientist DRDO; Director ADA, Programme Director, LCA Bangalore; Chairman, BoG, NIT Patna)	<a href="mailto:mbverma@rediffmail.com">mbverma@rediffmail.com</a> Mob: 9934663428	Chairman
2	Shri Bhanu Pratap Singh SPA, Bihar SPIU, Taramandal, Patna, Bihar	<a href="mailto:spa.bihar.teqip@gmail.com">spa.bihar.teqip@gmail.com</a> 9415436559	Member
3.	Shri P.K. Sinha Co-founder and Director, Astric Computer (I) Pvt. Ltd., Patna	<a href="mailto:prabhat.sinha@astric.in">prabhat.sinha@astric.in</a> Mob : 9431017775	Member
4.	Dr. Raman Kumar Jha, Head, Dept. of Mathematics, DCE, Darbhanga	<a href="mailto:rkjhabce1985@gmail.com">rkjhabce1985@gmail.com</a> Mob: 9931823653, 7549289065	Member
5.	Prof. Achintya Principal, DCE, Darbhanga	<a href="mailto:dcdbg@rediffmail.com">dcdbg@rediffmail.com</a> Mob: 9835050340	Member Secretary

*Special Invitee:*

1. Dr. M A Mokhtar  
TEQIP Coordinator, DCE, Darbhanga
2. Dr. Puja Kumari,  
R&D Coordinator, DCE, Darbhanga

The Following members could not make it convenient to attend the meeting of BoG at DCE, Darbhanga.

1. Director,  
Department of Science and Technology, Patna, Bihar





E. The Principal apprised the board that DCE, Darbhanga has successfully organized a workshop on robotics and Drone technology from 21-01-2020 to 25-01-2020. The details of the event are as follows.

Event name	Workshop on Robotics & Drone Technologies
Date	20/01/2020 – 25/01/2020
Venue	Darbhanga College of Engineering
Projects trained	<ul style="list-style-type: none"> <li>▪ Humanoid</li> <li>▪ Drone/UAV(Unmanned Aerial Vehicle)</li> <li>▪ Robotics</li> <li>▪ Gesture Control Robot</li> <li>▪ IOT Home Automation</li> <li>▪ Line Following Robot</li> </ul>
Service provider	Nwing Aviations, New Delhi
No. of resource persons	6
No. of participants	130
Total Expenditure	Rs. 5,16,191/-

F. The Principal apprised the Board about the Communication English Training (17.02.2020 to 23.02.2020) for first year students.

- A 30 hours English Language Training is just concluded for 1<sup>st</sup> year students for all the branches.
- The next 30 hrs training will be done by our own faculty who got trained under train-the-trainer program.
- The training followed Pre-Assessment Test, Training, Post- Assessment Test.
- Students are trained to undertake KET (Key English Test) for the certification.
- The certification will be done by Cambridge English which will be recognized globally.
- The training was provided by DCATS Patna which is an authorised centre of Cambridge English Language Assessment Exams.
- The conduct and facilitation of the certification exam was included under the contract.

The Hon'ble members appreciated the efforts and development.



**DEVELOPMENT CENTRE FOR ADVANCE TECHNICAL STUDIES**

Registered under Society Registration Act XXI of 1860, Registration No. - 1933/2008-2009

**FORM FIN-1**  
**FINANCIAL PROPOSAL SUBMISSION FORM**

Patna 06-02-2020

To,  
The Principal,  
Darbhanga College of Engineering,  
Mabbi, P.O. Lal Sahpur, Via PTC,  
Darbhanga, Bihar – 846005

Dear Sir,

We, the undersigned, offer to provide the consulting services for **Communication Skill Training for First Year Students** in accordance with your Request for Proposal dated 26-01-2020 and our Technical Proposal.

Our attached Financial Proposal is for the amount of **INR 400,000/- ( Rupees Four Lakhs Only ) for training and Rs. 3500/- Per Candidate for post training assessment & International certification**. For certification minimum 200 candidates are compulsory . *Including of all indirect local taxes in accordance with Clause 25.1 in the Data Sheet.*

Our Financial Proposal shall be binding upon us subject to the modifications resulting from Contract negotiations, up to expiration of the validity period of the Proposal, i.e. before the date indicated in Clause 12.1 of the Data Sheet.

Commissions and gratuities paid or to be paid by us to an agent or any third party relating to preparation or submission of this Proposal and Contract execution, paid if we are awarded the Contract, are listed below:

Name and Address of Agents	Amount and Currency	Purpose of Commission or Gratuity
L.N.Mishra College of Business Management (Authorized Exam centre Cambridge Assessment English)	INR ( Rs. 700,000/- )	Exam fee for 200 Candidates

We understand you are not bound to accept any Proposal you receive.

We remain,

Yours sincerely,

Authorized Signature

Name and Title of Signatory: **Aparna Srivastava**  
In the capacity of: Centre Head  
Address: Patna  
E-mail: cambridgebihar@gmail.com





# FORM FIN-2 SUMMARY OF COSTS

Item	Cost			
	INR			
<b>Cost of the Financial Proposal</b>				
Including:				
(1) Remuneration				
(2) Reimbursable				
2. A Training Fee	Rs., 400,000/-			
2. B Certification Fee	Rs. 3500/- Per Candidate (for minimum 200 Students			
<b>Total Cost of the Financial Proposal:</b>				
<b>Indirect Local Tax Estimates – to be discussed and finalized at the negotiations if the Contract is awarded</b>				
(i) {insert type of tax e.g., VAT or sales tax	Inclusive			
(ii) {e.g., income tax on non-resident experts	Inclusive			
(iii) {insert type of tax}	Inclusive			
<b>Total Estimate for Indirect Local Tax:</b>	NA			

Footnote: Payments will be made in the currency (ies) expressed above (Reference to ITC 16.4).



### **Certificate for Communication English Training Completion**

This is to certify that the training on Communication English for the first-year student have been successfully conducted by Development Centre for Advance Technical Studies (DCATS) from 17/02/2020 to 23/02/2020 at DCE Darbhanga. The feedback of students also taken during the training and it was satisfactory.

  
Academic Coordinator  
DCE Darbhanga

  
TEQIP Coordinator  
DCE Darbhanga

  
Principal  
DCE Darbhanga