

ION EDUCATION SOLUTION

ION ACADEMICS SOLUTION SCOPE

TCS ION ACADEMICS SOLUTION

Scope of Service and Solution

- **After completion of setup, the customer will be able to:**
 - Generate / Upload, modify, update, view Timetable
 - Enable student enrolment
 - Capture Student Attendance, with respect to timetable
 - Manage Student Leave
 - Capture assignment and quiz related scores vis-a-vis a lesson mapped to a subject in the timetable
 - Capture Student feedback on the class, faculty, or any other aspect of the institution
 - Manage disciplinary records of a student
 - Generate letters pertaining to academics, or student details for a student
 - Student Promotion to the next semester/ year
 - Get a 360 degree student view vis-a-vis academics

The solution scope includes:

1. Base Configuration Solutions
2. Academic Solutions
3. Faculty Self Service
4. Student Self Service
5. Reports and Communication

Base Configuration Solutions	
Sysadmin Site Management: <ul style="list-style-type: none"> • Site Type creation • Site Hierarchy creation (Branch, Head Office, Department, Building, Block, Nth level hierarchy) • Customer Logo at Site Level 	Institution Setup: <ul style="list-style-type: none"> • Resources • Student Login Format Configurator
HRMS Setup: <ul style="list-style-type: none"> • Upload Employee Data • Employee designation configuration 	Student Setup: <ul style="list-style-type: none"> • Student profile configuration • Student log-in credential format setup • Student upload • Bulk Photo/Signature Upload Option from Front End
Program/ Course Setup: <ul style="list-style-type: none"> • Award /Award type Offered • Mode, Medium & Pattern of Delivery • Program creation • Academic Sessions, Execution pattern • Academic Template • Batch Creation & Class Creation 	

Academics Solutions	
Academics \ Holiday Calendar: <ul style="list-style-type: none"> • Academic Events • Academic Holidays • Academic Vacations • Grid view of calendar, a consolidated view 	Student Groups: <ul style="list-style-type: none"> • Student Group creation for Batch / Class • Student Group Mapping • Student Houses
Subject and Resources Setup: <ul style="list-style-type: none"> • Subject, subject type, subject group and selection rule Definition • CBCS /Open Elective subject concept supported. • Syllabus creation of subjects • Maintain/Create classroom resources for lectures/labs 	Student Enrollment: <ul style="list-style-type: none"> • Student Enrollment to Subject • Bulk Subject Enrollment • Students registration to subjects of different department. • Class allocation for students

Academics Solutions	
<ul style="list-style-type: none"> Defining Upload-able Content for a Subject Upload study material, quiz, assignment 	
Faculty Assignment, Auto Scheduling and Student Level Time Inputs: <ul style="list-style-type: none"> Activity -subject -faculty, resource and student group mapping Faculty break timings (buffer time) Faculty class allocation Faculty time preference and faculty load Faculty shift mapping for auto scheduling Capture faculty capacity in case of student level timetable 	Timetable & Attendance: <ul style="list-style-type: none"> Batch and Session wise Rule Setup and Timetable Generation Activity, Duration and Period Type Day Order Week Structure Free Periods Activity Type Buffer Time in between periods Manual editing of Timetable Faculty Substitution using self service - Edit Timetable Room allocation to lectures/periods Mark Attendance (self service, excel upload, bulk marking) Ability to create timetable for Student Groups Freeze Attendance User Group Time Preference for Faculties Configure Faculty Load Designation-wise Attendance Fine Rule Attendance for events Attendance using Smart Card Manual upload for Smart Card logs Horizontal View of Timetable Merged consecutive Periods Attendance Opening Balance upload Marking Combined/Separate Attendance For Consecutive Periods Faculty and resource wise timetable view Student wise Timetable Capability to mark attendance without pre-prepared timetable (De-linked attendance) Attendance via smart card Auto student group scheduling Bulk attendance marking using student identifier Receive / Download Timetable in PDF Format Download edit logs of Timetable Template/Timetable conflict management : Download faculty and room conflicts in Timetable
Lesson Plan Execution: <ul style="list-style-type: none"> Upload Assignment, Quiz, Content with respect to a timetable period Topic Coverage updation by faculty Lesson plan using assigned periods/slots to faculty for a subject Lesson plan tracking Capture marks for academics quiz/assignment 	Registration: <ul style="list-style-type: none"> Academic Session subject Registration Eligibility/Rule for enrolling to a Subject Handling Fee at the time of Semester Registration (if applicable) Ability to define Subject Wise Fee for enrollment Student wise timetable registration and faculty selection in case of student
Letter Printing: <ul style="list-style-type: none"> Option to create letter templates (both HTML and pdf type) Default standard letter templates configured for every new instance Configure format of the letter using rich text editor/html, or xpro - pdf Print letter (self service, admin, mail) 	Student Leave Management: <ul style="list-style-type: none"> Defining various leave types Defining Approvals for each step for all the Leave Types Approve /Reject Levels Self Service -Leave Request by student Bulk Upload of leaves Bulk Approval/rejection

Academics Solutions	
<ul style="list-style-type: none"> Request for printing Audit trail of requests and printing history Bulk Mailing Embedded letters 	<ul style="list-style-type: none"> Leave Request by admin/mentor/parent on behalf of student Student leave linked with timetable and attendance percentage calculation
Discipline Management: <ul style="list-style-type: none"> Discipline Action Group Detail master Student Discipline Entry by Admin/Faculty/Mentor Discipline Transactions View Discipline – Integration with Fine, Warning Letters, Separation Discipline rollback Blocking library membership, Hostel 	Mentor of Student: <ul style="list-style-type: none"> Student Association with Mentor Mentor Activities -Leave, Disciplinary action (Through Self service) Leave Approval
Student Separation: <ul style="list-style-type: none"> Student Separation Process Separation House Keeping. 	Student's 360 degree view (Academics related): <ul style="list-style-type: none"> Leave History Leave Request Academic History Letter Printing Promotion History Day Wise Attendance Period Wise Attendance Time Table Student Disciplinary History
Feedback Module: <ul style="list-style-type: none"> Prepare feedback questions, define the category and response types, Bulk upload of questions Design Feedback forms mail content using rich text editor(html) Attaching feedback to a faculty\batch\site Bulk mail of feedback Response capturing through real time mail link/Self service link Analysis on feedback score Public/Private Feedback Feedback for timetable slot Time-span/Scheduling for Feedback 	CMS Communicator: <ul style="list-style-type: none"> Authorization based communication within organization depending on user roles Communication for Various transaction such as Assignment, Gallery, Event and Text Communication through different channels such as Email/SMS/ION-Inbox

Faculty Self Service	
Academics: <ul style="list-style-type: none"> View/Search Subject Catalog View Weekly Timetable Schedule Class Wise Attendance Period Wise Attendance – Horizontal view Delinked Marked Attendance Timetable period-wise delinked attendance View Daily Schedule Provide marks for assignment Slot Conducted View Timetable Template View 360 Degree view of student Timetable Slot Modification 	Mentor: <ul style="list-style-type: none"> Student Leave Request Student Disciplinary Entry
Feedback – Self Service: <ul style="list-style-type: none"> My Feedback for faculties for viewing the responses Submit Feedback for students 	

Student Self Service	
Academics: <ul style="list-style-type: none"> View My Program Details View My Syllabus View Academic Calendar View My Holidays Vacations 	Student: <ul style="list-style-type: none"> 360 Degree view Student Document Upload

Student Self Service	
<ul style="list-style-type: none"> View My Subject Enrollment View Faculty Information View Calendar 	
Time Table: <ul style="list-style-type: none"> View My Weekly Timetable View My Today's Schedule Slot Content Download Graphical Slot Wise Attendance Student Wise Timetable and Registration Student wise timetable selection My Timetable (student-wise) Slot Attendance 	Registration: <ul style="list-style-type: none"> Registration Process
Letter Printing: <ul style="list-style-type: none"> Request for a letter Track Letter Request 	

TCS iON Self Service Solution	
Widgets <ul style="list-style-type: none"> Informative Widgets Actionable Widgets Analytical Widgets 	Access Level <ul style="list-style-type: none"> Profile Based User group Based
Quick Links <ul style="list-style-type: none"> Solutions most used functionalities Student Profile 	

Reports and Communication	
Academics: <ul style="list-style-type: none"> List of Students in a Class Category wise List of Students in a Batch List of Batches in a Program List of Students in a Program Detailed List Of Subjects in a Batch and Academic Session List Of Programs Offered List of Students enrolled in a Subject Student Wise Grading for a Batch for an Academic Session Subject Wise Students Grades for a Batch for an Academic Session Student Wise Enrolled Subjects for a Batch for an Academic Session Promotion History from a Batch from an Academic Session Subject Wise Students Enrolled for a Batch for an Academic Session Lesson Planning Report List of students in a group 	Feedback: <ul style="list-style-type: none"> Feedback Answers Feedback Score Feedback Summary Student Feedback Report
Time Table: <ul style="list-style-type: none"> Resource-wise Time Table Faculty Allocation Report Slot wise attendance percentage Day wise attendance percentage Faculty Load Attendance Sheet Faculty wise attendance Subject wise Syllabus Scheduled Consolidated Attendance Report Slotwise student attendance (delinked) Graphical Report for subject wise slot analysis Delinked Attendance report for student 	Leave: <ul style="list-style-type: none"> Absentee List Report

<u>Reports and Communication</u>	
CMS – On Demand Reports (ODR): <ul style="list-style-type: none"> • Absentee Detail Report • Discipline ODR • Document Details • List of students admitted in university Faculty/Program wise • Student Attributes Report • Student Detail Report • Student Complete Details ODR • Separation ODR • Attendance ODR • Attendance As On Date ODR • Timetable ODR • Leave ODR • Faculty Wise Marked/ Unmarked Slots ODR • Attendance ODR for Faculty Wise Analysis • Feedback Response Report 	

ION EDUCATION SOLUTION



ION ADMINISTRATIVE SOLUTION SCOPE

TCS ION ADMINISTRATIVE SERVICES SOLUTION:

Scope of Service and Solution

- **After completion of setup, the customer will be able to:**
 - Manage books cataloguing, and books issuance to students/ faculty
 - Manage fees, fine, and scholarship for a student
 - Manage hostel room allocation, booking and maintenance
 - Manage transport routes, seat allocation, booking, and maintenance

The solution scope includes:

<u>Base Configuration Solutions</u>	
Sysadmin Site Management: <ul style="list-style-type: none"> • Site Type creation • Site Hierarchy creation (Branch, Head Office, Department, Building, Block, Nth level hierarchy) • Customer Logo at Site Level 	HRMS Setup: <ul style="list-style-type: none"> • Upload Employee Data
Student Setup: <ul style="list-style-type: none"> • Student profile configuration • Student log-in credential format set up • Student upload 	<ul style="list-style-type: none"> • Program / Course Setup: <ul style="list-style-type: none"> • Award /Award type Offered • Mode, Medium & Pattern of Delivery • Program creation • Academic Sessions, Execution pattern • Academic Template • Batch Creation & Class Creation • Admission Category

<u>Academics Solutions</u>
Academics\ Holiday Calendar: <ul style="list-style-type: none"> • Academic Events • Academic Holidays • Academic Vacations • Grid view of calendar , a consolidated view • Library Holiday calendar, • Transport Calendar and • Hostel Calendar

<u>Library Management</u>	
Library Types and Settings: <ul style="list-style-type: none"> • Option of creating Multiple Central libraries/or One Parent central and multiple Department libraries • Option of Single /Multiple membership • Item type creation • Membership category creation • Issue period and Library fine management • Individual Issue ,renewal and reservation rules and aggregate rules for all libraries • Author, publisher, editor and vendor master management • User defined classification schemes- Library classification, division, subjects ,index • Housekeeping 	Library Catalog and Holding: <ul style="list-style-type: none"> • Maintain Catalog (Excel upload and front end) • Maintain Holding(Excel upload and front end) • Maintain Suggestion • Bulk holding addition from front end • Bar-code/Accession Number/Call Number Generation Configuration for holding • Bar-code and Spine Label Printing • Book Binding process • Generating Binding Pass
Member and Circulation Control: <ul style="list-style-type: none"> • Maintain Membership • Bulk /individual membership creation • Single window transaction screen • Bar code enabled check-in/checkout of holdings • Check Out of Library Items • Check In/Renewal of Library Items • Checkin and Checkout with or without Slip 	Library Classification: <ul style="list-style-type: none"> • Maintain Classification Scheme • Maintain Subject Index

<u>Library Management</u>	
<ul style="list-style-type: none"> • Book Reservation tracking • Holding transfer between libraries • Stock Verification 	
Circulation and Fine Rule: <ul style="list-style-type: none"> • Consolidation Transaction View Screen • Due Date and Fine Edit 	

<u>Fees, Fine and Scholarship</u>	
Fees: <ul style="list-style-type: none"> • Fee groups and Fee categories creation • Configure fee heads (Fee head to fee group mapping, Fee head to FNA ledger account mapping) • Configure Fee Collection Pattern • Configure Fee structures • Fee Schedule creation • Fee Exemptions and Exclusions rule set up • Late Fee and Refund rules • Document sequences definition at site and organization level for Fee/Refund/Fine receipt • Fee Collection (Due , Advance, Miscellaneous) • Student Receivable Account (In case of Accrual accounting) • Cash / Accrual Mode for Accounting • Employee Pay Deduction Schedule and its Editing • Advance Collection as a liability • Normal Fee edit, Bulk Fee Edit through excel, Transaction edit • Adhoc Fee Generation for unscheduled fee collection • Fee group wise separate receipts • Instant and Scheduled Refund • Reversal of transaction - Cheque bounce, wrong entry • Cheque bounce penalty charges configuration • Fund transfer between fee heads • Registration/Prospectus fee and integration with eforms • Fee Schedule preview excel for all applicable fee categories for a batch • Pro-rata calculation of Fee heads /Fee structure • Transport and Hostel Calendar for Fee Generation • Advice for refund transaction • Imprest Deposit configuration • On line payment gateway configuration-self service quick link for students/parents • Convenience charges for payment gateway • Uploading fee collection transactions: scheduled\historical • Fee due template upload for opening balances • Backdated transaction • Option for defining miscellaneous fee heads, Fee head/Fine head collection priority at organization level • Option of user defined collection buttons for fee collection • View collection and refunded transactions details, and previous transaction history of students • Duplicate receipt generation(Individual and Bulk) • Customization of fee receipts through Letter template • Reversal of transaction – Instant Refund • Quick link for students to print duplicate fee receipts • Copy Fee Structure and Copy Fee Schedule 	Fine: <ul style="list-style-type: none"> • Configure Fine heads • Configure Fine Collection Pattern (Time slab / Amount slab) • Apply student fine, fine collection • Mapping of Fine with Ledger Accounts • Bulk Fine application through excel upload • Limit the Fine by defining maximum fine for a member

<u>Fees, Fine and Scholarship</u>	
Scholarship Management: <ul style="list-style-type: none"> Scholarship Configuration :As fee edit, From an account, Direct payment Maintain Student Scholarship Record Scholarship Approval Applying variable amount of scholarship 	Alumni Management: <ul style="list-style-type: none"> Student Separation Process Refund rules Integration of refund and student no dues Bulk separation

<u>Hostel Management</u>	
Hostel Setup: <ul style="list-style-type: none"> Blocks/Buildings Details /Multiple Hostel set up Room Generation Room Details Categorization of hostels Categorization of Leave Type Charges configuration 	Student Hostel Allocation: <ul style="list-style-type: none"> Room Allocation Details Apply for Room Allocation Track Status Hostel Attendance Barring of hostel on account of disciplinary actions Warden assignment for a hostel Warden assignment for hostel leave approval Auto-allocation of hostel rooms List of co-occupants Bulk Request and Allocation Room change Room Check-in/Checkout Disciplinary Details
Bills & Collection: <ul style="list-style-type: none"> Hostel Fees and Services charges Setup Hostel fee /services schedule generation Hostel Fees Collection 	Hostel House Keeping

<u>Transport Management</u>
<ul style="list-style-type: none"> Vehicle Management, Managing Vehicle Capacity Route Management Agency Management Vehicle Maintenance Vehicle Logbook Vehicle Condemnation Define transport charges Integration of transport charges with routes/stoppages Request and cancellation for transport Assign transport facility to student/faculty Adjustment of Employee charges in Payroll Solution Vehicle fitness, permit, Insurance details of Vehicle Excel upload for transport request and bulk allocation

<u>Student's 360 degree View</u>
<ul style="list-style-type: none"> Transport History Hostel History Library Issuance History Fee Schedule Fee Summary Fee Edit History Scholarship details

<u>Student Self Service</u>	
Student: <ul style="list-style-type: none"> Student Document Upload 	Fee: <ul style="list-style-type: none"> View My Fee Schedule View My Fee Due as on Date View My Fines Due as on Date View My Payment Summary Online Fee Payment
Library: <ul style="list-style-type: none"> View My Circulation History Search Catalog Suggestion Reservation View New Arrivals 	Hostel: <ul style="list-style-type: none"> View Room Allocation Detail View Resource Type Hostel Application Initiate Checkout View Hostel attendance

<u>Student Self Service</u>	
Transport: <ul style="list-style-type: none"> Request for Transport Facility View Route Details Track Transport Request 	

<u>Faculty Self Service</u>
Transport: <ul style="list-style-type: none"> Request for Transport Facility View Route Details Track Transport Request

<u>TCS iON Self Service Solution</u>	
Widgets <ul style="list-style-type: none"> Informative Widgets Actionable Widgets Analytical Widgets 	Access Level: <ul style="list-style-type: none"> Profile Based User group Based
Quick Links <ul style="list-style-type: none"> Solutions most used functionalities Student Profile 	

<u>Reports</u>	
Fee: <ul style="list-style-type: none"> Fee Due as on Date Fee Collection Summary as on Date Collection Deposit Summary For Bank Report Daily Fee Collection Fee Edit Log Report Outstanding Summary Report Track Reverse Transaction Outstanding Detailed Report Fee Schedule for a Student Duplicate Receipt Report Cheque Bounce List Fine Due -As on Date Fee Structure for a Batch in a Academic Year Fee Collection As On Date – Detailed Month wise Fee Collection Report for the Year Detailed Fee Collection Report Fee Refund Details Fee Summary Report Outstanding Fee Report Student Dues Details Student Ledger Report 	Transport: <ul style="list-style-type: none"> List of Routes along with Stoppages applicable at a particular Site List of Vehicles along with the Driver associated and Route mapped for a date range Vehicle Log Book within a date range Vehicle Maintenance Report Transport Charge List of Students Availing Transport Services for a Site along with from date and to date List of Students who have stopped transport services between a date range
Hostel: <ul style="list-style-type: none"> List of Resource Groups for a particular Physical Site Gate Register within a date range List of Resource Groups for a particular Location Site Attendance Register within a date range Allotment Report - Per Student - with the details of resource / service allotted Resource Availability Report - A list of available Resources for booking Hostel Allocation Details 	CMS – On Demand Reports: <ul style="list-style-type: none"> Fee Due As On Date ODR Library Catalog Details Library Holding Details Library Transaction Details Library Reservation ODR Library Suggestion ODR List of students admitted in university Faculty/Program wise Scheduled Fee Due Report Student Fee Detail Report Student Complete Details ODR Separation ODR Student fee collection Student Fee detail with history Student fee summary session wise fee head wise Transport Allocation Report Transport Vehicle Capacity

<u>Reports</u>	
	<ul style="list-style-type: none"> • List of Stoppages Along a Route • Library Monthly Issue Report • Library Weekly Issue Report • Library Stock Verification Details • Hostel Allotment Details • Hostel Attendance Register Report • Hostel Request Allocation Report • Hostel Request Details • Hostel Room Capacity Report

ION EDUCATION SOLUTION

ION DIGITAL LEARNING SOLUTION SCOPE

TCS ION E-LEARNING SOLUTION

Scope of Service and solution:

After completion of setup, the customer will be able to:

- Create / Manage communities
- Add/ manage user profiles
- Design the community page
- Add/Edit/ Comment on/ Manage posts
- Create/ Manage/ launch courses
- Create/ Manage/ Launch Assignments
- Create/ Manage/ Launch Assessments
- Generate reports

The solution scope includes:

- Community Management
- Learning Management

Community Management		
Organization Admin <ul style="list-style-type: none"> • Create Community <ul style="list-style-type: none"> ○ Public ○ Private • Users Management <ul style="list-style-type: none"> ○ Assign Profile ○ Assign community ○ Assign course • Admin & Moderator • Allocate Components • Manage Profile • View Invitations • Change Admin • View Organization Logs • View Organization Level Statistics 	Community Admin <ul style="list-style-type: none"> • Profile Management <ul style="list-style-type: none"> ○ Add / Remove ○ Define Profile ○ Copy Profile ○ Assign Users • Manage Users • Manage User Groups • View Community Level Logs • User Activity Logs • Manage Abused Posts 	Community Design <ul style="list-style-type: none"> • Detailed Member Profile • Configurable Landing Page • Community Banner • Community Profile • Custom Menus • Static Widget Enabler Listing <ul style="list-style-type: none"> • Featured • Highest Rated • Most Fav ourited • Most Viewed
My Stuff <ul style="list-style-type: none"> • My Communities • My Posts • My Calendar • My Fav orites • History of My Activ ities 	Collaboration Enablers <ul style="list-style-type: none"> • Create Blog post • Create Byte • Upload Media • Ask a Question • Post an Idea • Schedule an Event • Start a Debate • Add User Poll • Conduct Survey 	Invitations <ul style="list-style-type: none"> • Criteria • Assign Criteria • Invite Users Message Box <ul style="list-style-type: none"> • Invitations • Requests

	Enabler Features <ul style="list-style-type: none"> • Permalink • Add to favorite • Add a Comment • Vote a Comment • Feature a post • Share via email • Share with roles 	
Learning Management		
Administration <ul style="list-style-type: none"> • Course Templates Management • Course Batches Management • Manage Roles <ul style="list-style-type: none"> ○ Faculty ○ Student ○ Course Admin • Student Enrollment • Faculty Management • Course Catalogue • View Course Statistics • User Activity Logs Report Management <ul style="list-style-type: none"> • Generate course reports • View list of students enrolled in the course • View number of attempts for every activity • View overall grades • View overall scores • View faculty feedback • View courses wise percentage • View attendance for each student 	Course Design <ul style="list-style-type: none"> • Course Summary • Syllabus • Course Content • Course Attendance • Grades and Reports • Collaboration within Course Activities <ul style="list-style-type: none"> • Assignments • Assessments • Interactions Course Content <ul style="list-style-type: none"> • Manage Syllabus • Create Webpage/File/Text based Content • Upload SCORM based Content Course Delivery Control <ul style="list-style-type: none"> • Schedule Content • Schedule Assignments • Schedule Assessments • Notify Members via email 	Participant Items <ul style="list-style-type: none"> • Course Dashboard • Course Content Player • My Report Card

ION EDUCATION SOLUTION



ION SMART IDENTITY MANAGEMENT SOLUTION SCOPE

TCS ION SMART IDENTITY MANAGEMENT SOLUTION

TCS iON Smart Identity Management Solution – Biometric and Smart Card
The iON SIMS features allow convenient management of: Attendance: -Records the in and out time of employees and students from the organization/institution premises.
Access: -Allows and prohibits the entry of employees, students and customers to identified areas on the premises and records access time.
User Profile: -Allows a single window view of the employee or student profile with a swipe of the card and soon through a biometric scan.
Membership/Loyalty: -Serves as an identification device for students and customers and tracks their usage of premises and facilities.
Library Membership: -Besides access, it records the borrowing and return of books and documents from the library.
*Cash Storage: -Serves as a money storage facility for individuals to make purchases up to a predetermined limit with provision for easy top up.
The iON SIMS - CI facilitates: -Card Template and Design Management, Card Maintenance(Issue cards/Modify cards/Block or unblock cards/Format cards -Biometrics enrolment
The iON SIMS - LI facilitates: -Data Synchronization between Data Center and LI Database -Push Access information -Pull access logs

Eforms Application Configuration

- Various ways to capture applicant data
- Ability to define application form using eforms
- Configure fields required to be captured in eform
- Configure validations required for the eform
- Ability to capture scanned image copies of photographs, signatures, thumb impression, mark sheet etc
- Ability to capture documents in PDF format for Challan, mark sheets, resume and any such documents
- Ability to integrate with Payment Gateways enabling online payment mode for application through netbanking, debit card or credit card
- Ability to configure success / summary page after form submission
- Ability to generate login ID and password, and unique application ID for the applicant for the tenant
- Ability to configure notifications for different application events. Example : Form Submission
- Ability to configure enquiry process
- Ability to configure Applications for recruitment to be integrated with HRMS
- Ability to configure Registration Forms
- Ability to configure Email and Mobile Number validation on registration
- Ability to check duplicate application submission

Online Application Form for Applicants

- Apply online using digitized form available on official website
- Register online using digitized form and complete form submission in parts (Partial form submission using save and next feature)
- Submit / Upload scanned image copies and documents for Photographs, signature, thumb impression, Challan, resume etc.
- Make payment for application online using scratch card mode of payment
- Make payment for application online using Online mode of payment (Netbanking / Credit Card/ Debit Card)
- Make payment for application online using Challan mode of payment
- Make payment for application online using Demand Draft mode of payment
- Receive User ID and password / notification on submission of application through Mail or SMS

- Ability to Login into submitted application to view summary of submitted application
- Ability to Edit submitted application
- Ability to Change Password/Recover password

AGREEMENT FOR SERVICES

THIS AGREEMENT FOR SERVICES is made effective as of the Effective Date (specified in Schedule 1) by and between **Tata Consultancy Services Limited**, a company incorporated under the Companies Act 1956, with its corporate office located at TCS House, Raveline Street, 21 D. S. Marg, Fort, Mumbai 400001, herein after referred as '**TCS**' (which expression shall include its successors and assigns) and the Customer entity named in the signature block below, with other details thereof set out in Schedule 1- Contract Details, herein after referred as a '**Customer**' (which expressions shall, unless the context requires otherwise, includes its successor in business and permitted assigns). In this Agreement, TCS and Customer are collectively referred as "Parties" and individually as a "Party".

WHEREAS TCS has developed a proprietary business concept titled as 'IT-as-a-Service' aimed at delivering an integrated suite of end-to-end business solutions and cloud services to small and medium businesses (SMB), involves use of shared software applications owned or licensed and hosted by TCS at a centralized TCS facilities and/or deployed at Customer facilities. AND WHEREAS Customer who has been introduced to TCS by the entity/person named in Schedule 1, desires to avail of certain services of TCS as more fully described in Schedule 2 and TCS agrees to provide such services in accordance with the terms and conditions set out in this Agreement.

NOW THIS AGREEMENT WITNESSETH:

1. Definitions :

All capitalized terms used in this Agreement or any attachment thereof, unless the context specifically requires otherwise, shall have the meaning assigned to each of the terms given in Exhibit A hereto.

2. Scope of Services:

2.1 Services: The scope of **Services** to be provided by TCS to Customer is as described in **Schedule 2**. TCS will host on TCS's **Services Environment** at TCS designated location(s), and/or deploy on designated Customer systems at Customer designated location(s) identified in **Schedule 2**, the **TCS Application System**, for provision of such Services. TCS reserves the right to modify the **Services Environment** without impacting the **Services**. The Services may commence on the Service Commencement Date identified in Schedule 1, unless the Parties otherwise agree. If the Parties desire to modify the Scope of Services in **Schedule 2** in any manner, the Parties agree that such change, to **Schedule 2** and its corresponding change to other Schedules hereto shall be implemented in accordance with the Change Control Procedure defined in Schedule 5 hereto.

2.2 Permitted Use of Services: Customer's use of TCS Applications System shall always be subject to the **Licensing Conditions** stipulated in Schedule 3. In case the TCS Application System includes a third party software (identified in **Schedule 2**), and where such third party licensor requires Customer to sign a license agreement, the Customer agrees to execute such third party software license agreement, which shall prevail upon any conflicting provisions herein. Such third party software license agreement shall become a part of this Agreement.

3. Obligations of Customer:

Customer undertakes to comply with all the access authorization and access controls for the Customer's access to the Services Environment as may be prescribed by TCS. Customer shall limit the access to Services Environment only to the Authorized Users. Each Authorized Users shall follow the security policies and rules as have been notified by TCS. Customer acknowledges that the Services offered by TCS under this Agreement are not the data processing services but are in the nature of information technology infrastructure and application services for Customer's own data processing and business use only and agrees that the Customer shall not, in any way, commercially exploit the Services otherwise. Customer shall be responsible for all activity occurring under its control and shall abide by all applicable local, state, national and foreign laws, treaties and regulations in connection with their use of the Service, including those related to data privacy, international communications and the transmission of technical or personal data. The Customer shall notify TCS immediately of any unauthorized use of the Services or Services Environment. Customer undertakes that all Customer Data will not infringe the intellectual property rights of any third party.

4. Proprietary Rights

All rights, title and interests in and to the Services Environment, TCS Application System and any other material used by TCS in the provision of the Services shall exclusively belong to TCS or its licensors ("TCS Proprietary Material"). Any and all **Intellectual Property Rights** with respect to the Services and the TCS Proprietary Material and all modifications, improvements, enhancements, or derivative works made thereto, shall always belong to TCS or its licensors and the Customer shall not be entitled to claim any rights therein. Customer agrees that TCS shall have the right to list Customer name in its marketing material and use Customer logo with respect to such listing and for reference purposes. The Customer acknowledges that the provision of the Services hereunder by TCS shall be on a non-exclusive basis and TCS shall be free at all times to provide the services or perform obligations same or similar to the Services and obligations envisaged hereunder to any of its other clients, either existing or future, and nothing herein shall preclude TCS from providing such services or performing such obligations to its other clients.

5. Compensation

In consideration of the Services hereunder, the Customer shall pay TCS the fees and expenses ("Charges") as specified in Schedule 4. All amounts payable to TCS are exclusive of any Taxes. Customer shall be entitled to deduct from applicable payments to TCS, any tax on TCS' income deductible at source at the rates applicable as per the provisions of Income Tax Act 1961 and provide TCS with evidence or certificate of payment of such tax to the taxing authorities. TCS shall submit invoices to Customer in accordance with the payment schedule in Schedule 4. Customer shall remit payment to TCS within thirty (30) days from the date of invoice. TCS shall invoice and Customer shall make payment, in advance, in accordance with the billing period specified in Schedule 4. If any invoice remains unpaid after the aforesaid period, TCS shall be entitled to recover the unpaid invoices with interest @ 1.5% per month calculated from the payment due date until the recovery is made in full with interest and/or suspend the Services.

6. Representations And Warranties

TCS warrants that the Services will be provided in a skillful and workman like manner and in conformity with the scope described in Schedule 2. Notwithstanding the aforesaid, any Services which are provided by TCS free of charge or are otherwise not chargeable shall be provided on an 'AS IS' basis without any warranties whatsoever. Each Party represents, warrants and covenants to the other that: (i) it is duly organized and validly existing and in good standing under the laws of the state of its incorporation or formation; (ii) it has the full right and authority to enter into and that this Agreement constitutes a legal, valid and binding obligation; and (iii) its execution, delivery and performance of this Agreement does not and will not conflict with, or constitute a breach or default under, its charter of organization, or any contract or other instrument to which it is a party. EXCEPT AS SET FORTH IN THIS CLAUSE, TCS MAKES NO WARRANTIES TO CUSTOMER, EXPRESS OR IMPLIED, WITH RESPECT TO ANY SERVICES OR DELIVERABLES PROVIDED HEREUNDER OR UNDER SCOPE OF WORK, INCLUDING, WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS

FOR A PARTICULAR PURPOSE. ALL SUCH OTHER WARRANTIES ARE HEREBY DISCLAIMED BY TCS.

Customer warrants that, it shall provide all information, material, data and other assistance (including knowledge transition) required by TCS to enable TCS to provide Services to the Customer in accordance with this Agreement. Customer warrants that it shall limit the access to TCS Application System and Hosting Environment only to the Authorized Personnel. Further, Customer warrants that each Authorized Personnel shall follow the security policies and rules as have been notified by TCS. Customer further warrants that the Services are for Customer's own business use only and agrees that the Customer shall not, in any way, commercially exploit the Services otherwise.

Customer warrants to TCS that the materials, data, information and other assistance ('Customer Materials') supplied to TCS or uploaded by Customer on TCS Application System for the purpose of execution of the terms of the Agreement are either Customer owned properties or are properties obtained by Customer under proper intellectual property licenses. Customer further warrants that the said Customer Material provided by Customer or uploaded by the Customer on TCS Application System shall not infringe any intellectual property rights or proprietary rights of any party. Customer further warrants to TCS that Customer Material supplied to TCS or uploaded by Customer on TCS Application System shall not violate any applicable laws and regulations. If the Customer Materials supplied by Customer or uploaded by Customer on TCS Application System are found to infringe the intellectual property rights of any party or is in violation of any law or regulation, then Customer shall defend TCS and its directors, officers and employees from and against any such suit, claim, proceeding and indemnify and hold TCS harmless against all judgment, damages, costs, fine, penalty and expenses (including, reasonable attorney fees). This clause shall survive the termination of this Agreement. However Parties agree that, TCS shall have the right and license to use the Customer Materials for support, testing and enhancement

7. Limitation of Liability

Neither Party shall be liable to the other for any special, indirect, incidental, consequential (including loss of revenue, data and/or profit), exemplary or punitive damages, whether in contract, tort or other theories of law, even if the Party has been advised of the possibility of such damages. The total aggregate liability of either party under this Agreement shall not exceed the amount paid to TCS by the Customer for the Service that gives rise to such liability during the twelve month period immediately preceding such claim. The limitation on any Party's liability herein shall not apply to liability for damages, resulting from (i) the willful misconduct; and (ii) breach of the license conditions and obligations in respect of use of TCS Application System. TCS shall not be held liable for any delay or failure in its obligations, if and to the extent such delay or failure has resulted from a delay or failure by or on behalf of Customer to perform any of Customer's obligations. In such event, TCS shall be (a) allowed additional time as may be required to perform its obligations, and (b) entitled to charge the Customer for additional costs incurred, if any, as may be mutually agreed upon between the Parties. With respect to Managed Services, it is agreed between the Parties that TCS shall not be liable for any operational losses sustained or incurred by the Customer

8. Confidential Information

Each Party (the "Receiving Party") acknowledges and agrees to maintain the confidentiality of Confidential Information (as hereafter defined) provided by the other Party (the "Disclosing Party") hereunder. The Receiving Party shall not disclose or disseminate the Disclosing Party's Confidential Information to any person other than those employees, agents, contractors, subcontractors and licensees of the Receiving Party, or its affiliates, who have a need to know it in order to assist the Receiving Party in performing its obligations, or to permit the Receiving Party to exercise its rights under this Agreement. In addition, the Receiving Party (i) shall take all such steps to

prevent unauthorized access to the Disclosing Party's Confidential Information, as it takes to protect its own confidential or proprietary information of a similar nature, which steps shall in no event be less than a reasonable standard of care, (ii) shall not use the Disclosing Party's Confidential Information, or authorize other persons or entities to use the Disclosing Party's Confidential Information, for any purposes other than in connection with performing its obligations or exercising its rights hereunder, and (iii) shall require all persons and entities who are provided access to the Disclosing Party's Confidential Information, to execute confidentiality or non-disclosure agreements containing provisions substantially similar to those set forth in this Clause 8. The provisions of this **Clause 8** respecting Confidential Information shall not apply to the extent, but only to the extent, that such Confidential Information is: (a) already known to the Receiving Party free of any restriction at the time it is obtained from the Disclosing Party, (b) subsequently learned from an independent third party free of any restriction and without breach of this provision; (c) is or becomes publicly available through no wrongful act of the Receiving Party or any third party; (d) is independently developed by the Receiving Party without reference to or use of any Confidential Information of the Disclosing Party; or (e) is required to be disclosed pursuant to an applicable law, rule, regulation, government requirement or court order, or the rules of any stock exchange. Upon the Disclosing Party's written request at any time, or following the completion or termination of this Agreement, the Receiving Party shall promptly return to the Disclosing Party, or destroy, all Confidential Information of the Disclosing Party provided under or in connection with this Agreement, including all copies, portions and summaries thereof.

9. Processing Norms

Both Parties acknowledge and agree that the provision of certain Services under this Agreement may require TCS to interact with the clients and suppliers of Customer relating to the Services as special agent for and on behalf of the Customer and/or to process transactions, in accordance with the general or special guidelines, norms and instructions ("Processing Norms") provided by Customer and agreed by the Parties. TCS shall be entitled to rely on and act in accordance with any such Processing Norms agreed by the parties and TCS shall incur no liability for claims, loss or damages arising as a result of TCS's compliance with the Processing Norms. Customer agrees to indemnify, defend and hold TCS and its affiliates, their officers and employees involved in the Services, harmless from any and all claims, actions, damages, liabilities, costs and expenses, including but not limited to reasonable attorney's fees and expenses, arising out of or resulting from TCS' compliance with Processing Norms and the Customer's liability arising out of this Clause shall be outside of the liability cap provided in Clause 7. Further, Customer shall be responsible for all activity occurring under its control and shall abide by all applicable local, state, national and foreign laws, treaties and regulations in connection with their use of the Service, including those related to data privacy, international communications and the transmission of technical or personal data

10. Term And Termination

10.1 Term: The term of this Agreement shall commence on the Effective Date and continue for Contract Term specified in Schedule 1, unless terminated earlier in accordance with the provisions herein. The Agreement may be renewed for further term(s) on mutual agreement between the Parties.

10.2 Termination for Material Breach. Either Party may terminate this Agreement immediately by a written notice to the other Party (i) in the event of a material breach by the other Party, by a written notice immediately, if the breach is not curable and by a written notice of 30 days, if the breach is curable and is not cured within the said notice period; or (ii) in the event of any proceedings in bankruptcy, insolvency or winding up filed by or against the other Party or for the appointment of an assignee or equivalent for the benefit of creditors or of a receiver or of any similar proceedings.

10.3 Termination for convenience- Either Party may terminate this Agreement for convenience by providing a 90 days notice to the other Party.

10.4 Effect of termination. In the event of termination or expiry of this Agreement, (A) Customer shall (i) forthwith cease to access and/ or use any of TCS Application Systems and Services Environment; (ii) return to TCS any of TCS confidential and proprietary information and material in its possession; and (iii) purchase Equipment at the then market value or the written down book value in TCS books whichever is higher; and (B) TCS shall (i) return to Customer all confidential and proprietary information of Customer; (ii) if a third party software license is obtained specifically for the Customer under this Agreement and allows Customer to use such software after termination of this Agreement (as specifically identified in Schedule 2), then TCS shall transfer such third party software to Customer on an 'AS IS' basis. Any additional fee if applicable for such transfer shall be borne by the Customer.

11. Non Solicitation

Neither Party will, without the consent of the other Party, employ or offer to employ directly or indirectly any person engaged or previously engaged by the other in any capacity in relation to the project, during the subsistence of this Agreement and until a period of 24 months has expired after the termination or expiry of this Agreement

12. Miscellaneous Provisions

12.1 Independent Contractors and assignment. Each Party to this contract is an independent contracting entity and shall not be deemed an agent, legal representative, joint venture partner or partner of the other. Neither Party is authorized to bind the other to any third person. Customer shall not assign or transfer this Agreement or any obligations hereunder to any third party, without the prior written consent of TCS..

12.2 Governing Law and Dispute Resolution. This Agreement shall be governed by and interpreted in accordance with the laws of India. All disputes or differences whatsoever arising between the Parties, out of or in relation to the construction, meaning and operation or effect of this Agreement or breach thereof, shall be settled amicably. If, however, the Parties are not able to resolve such dispute or difference amicably, the same shall be referred for Arbitration to a sole Arbitrator to be mutually agreed upon, and failing such agreement to an Arbitration tribunal consisting of three arbitrators. Each Party will nominate an arbitrator and these two arbitrators by mutual agreement will appoint the third arbitrator to constitute the Arbitration tribunal. The Arbitration proceedings shall be governed by the provisions of the Arbitration and Conciliation Act

1996. The Arbitration proceedings will be carried out at Mumbai and the award made in pursuance thereof shall be binding on the Parties.

12.3 Entire Agreement. This Agreement sets forth the entire understanding of the Parties and supersedes all prior or simultaneous representations, discussions, negotiations, letters, proposals, purchase order's, agreements and understandings between the Parties hereto, with respect to the subject matter hereof. Each Party acknowledges that it has not relied on or been induced to enter into this Agreement by, and to the extent permitted by applicable law, a Party is not liable to another Party in contract or tort or in any other way for, a representation or warranty that is not set out in this Agreement. This Agreement may be amended only by a written instrument signed by a duly authorized representative of each of the Parties. If any provision of this Agreement be held invalid or unenforceable by a competent court, such provision shall be modified to the extent necessary to make it valid and enforceable whilst preserving the intent of the Parties and all other provisions of this Agreement shall remain fully valid and enforceable unless otherwise agreed between the Parties. No provision of this Agreement nor any breach thereof will be considered waived by either Party, unless such waiver is in writing signed on behalf of that Party and no such waiver will constitute a waiver of, or excuse for any other or subsequent breach of this Agreement. Certain provisions of this Agreement which by their very nature ought to survive, shall so survive the termination of this Agreement.

12.4 Force Majeure: Neither Party shall be liable for any failure or delay in the performance of its obligations under this Agreement to the extent such failure or delay is caused by any reason beyond its reasonable control, such as fire, flood, earthquake, elements of nature or acts of God, acts of state, strikes, acts of war, terrorism, riots, civil disorders, rebellions or revolutions; quarantines, embargoes and other similar governmental action (a "Force Majeure Event"). The affected Party will immediately notify the other by reasonable detail of the Force Majeure Event. If a Force Majeure Event continues for more than 30 days, either Party may, by a written notice to the other Party, terminate this Agreement, without liability.

12.5 TATA Code Of Conduct: The activities of all TCS employees are governed by the Tata Code of Conduct, a copy of which is available at link <http://www.tata.com/aboutus/articles/inside.aspx?artid=NyGNnLHkaAc=> Customer agrees to make good faith efforts to notify TCS designated executives of any breach of the Tata Code of Conduct by any TCS personnel relating to this Agreement. TCS in turn, undertakes that it will maintain confidentiality of all communication received.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives on the date(s) mentioned below, effective as of the Effective Date.

MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY ("Customer")	Tata Consultancy Services Ltd. ("TCS")
By: _____	By: _____
Name: Dr Vinod Purohit	Name: Venguswamy Ramaswamy
Title: Registrar	Title: Global head- TCS iON
Date:- _____	Date:- _____

EXHIBIT A

DEFINITIONS

“Agreement” means the Agreement for Services to which this Exhibit is attached, signed between the Parties hereto, and shall include all Exhibits, Schedules, and other attachments attached thereto or referenced therein.

“Authorized Users” means only those individuals working for and on behalf of Customer, or for Customer's clients, or individual clients of Customer identified in **Schedule 2**, who have a bona fide need to have access to TCS Application System in connection with the use of Services by Customer under this Agreement.

“Customer Data” means all applicable information, data and materials furnished or made available to TCS and/or introduced in the Services Environment by or on behalf of Customer, using the TCS Application System and/or Services.

“Confidential Information” means and include all business strategies, plans and procedures, proprietary information, software program, documentation, tools, processes, methodologies, data and trade secrets, information relating to customers, employees, or business partners, and any other designated confidential or proprietary information and materials of the Disclosing Party, its affiliates, clients or suppliers, that may be received or obtained by the Receiving Party as a result of this Agreement. The terms “Disclosing Party” and **“Receiving Party”** shall have the meaning assigned to each of them in Clause 8.

“Contract Term” means the period of contract specified in **Schedule 1**.

“Computing Environment” shall mean Customer's computer, hardware, software and operating environment as identified in **Schedule 2**, on which the TCS Application System or component thereof shall be installed for Customer's use in accordance with the Use Terms in **Schedule 3**.

“Effective Date” means the date on which this Agreement has come into effect, as identified in **Schedule 1**.

“Equipment” means certain hardware/software (including networking hardware (MPLS) and software) items identified, if any, in Schedule 2, to be supplied or made available by or on behalf of TCS, outside the Hosting Environment, for use by Customer's Authorized Users strictly for accessing TCS Application System for the purpose of availing of the Services hereunder.

“Hosting Environment” means TCS's servers within the facilities and environment managed and utilized by TCS to provide the Services to Customer, including all software, servers, hardware, networks, equipment, and telecommunications facilities and the technology installed within such environment and as described **Schedule 2**.

“Intellectual Property Rights” means any and all intellectual property rights and industrial rights of any kind, including without limitation, copyrights, patents, trademarks, design rights and trade secrets and any other form of related protection, statutory or otherwise, wherever in the world subsisting, whether registered or not.

“Licensing Conditions” means the terms and conditions applicable for use of the respective items of TCS Application System or third party software, as identified in Schedule 3.

“Services” means the services to be performed by or on behalf of TCS under this Agreement as specified in scope of Services in **Schedule 2**.

“Services Environment” means collectively or severally (as the context may require) the Hosting Environment, TCS Link and Equipment.

“Taxes” means any sales, use, value added tax, service tax or any other taxes of similar nature or any similar, additional or replacement duty, levy or tax applicable to or in connection with the charges payable or Services rendered under this Agreement, other than tax based on TCS's income.

“TCS Application System” means the specific software applications/solutions whether owned or licensed by TCS identified in **Schedule 2**, which TCS will either host on its Services Environment and/or install on the Customer Environment for the provision of Services under this Agreement. TCS Application System includes, without limitation, proprietary software programs, processes, algorithms, user interfaces, know-how, techniques and other tangible and intangible technical material or information and the technology installed within TCS Application System.

“TCS Link” means a link either by way of a link located at a URL or a physical port prescribed by the TCS in **Schedule 2** established, provided and maintained by TCS, as part of the Services, for connecting to TCS Application System.

SCHEDULE 1
CONTRACT DETAILS

A. The details of the Customer are as follows:

<u>Company Name</u>	<u>Registered office address</u>	<u>Details of Contact person</u>
MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY	CENTRAL OFFICE, MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY, N.H. 52, LAKSHMANGARH, Sikar, Rajasthan, 33231	Name- Dr. A. Senthil Designation- Professor & Assistant Dean Contact No- 9636460650 Email Id- asstdean.set@modyuniversity.ac.in, asenthil.cet@modyuniversity.ac.in

<u>Contract Term</u>	<u>Effective Date</u>
5 years from Effective Date	3 rd May 2021

SCHEDULE 2

Scope of Services

I. TCS Application systems

TCS will provide the following applications as Managed Services.

Managed Services:

TCS iON Admission Solution
TCS iON Academics Solution
TCS iON Exam and Grading Solution
TCS iON Administrative Services Solution
TCS iON Support Services Solution
TCS iON Student CRM
TCS iON SIMS Solution
TCS iON Visitor Management
TCS iON Venue Management
TCS iON Placement Management
TCS iON Digital Learning

Under **managed services**, TCS will do all the configuration and get the system ready for use and customer shall carry out end user transactions:-

II. Scope of Services

Cloud Services

In a Cloud Services environment, business applications as part of the IT-as-a-Service will be hosted, managed and run at TCS Data centers in a secure environment. The customer can access their applications at the Data Centre through a network connection. These applications will be continuously updated by TCS to address the changing technology, business & market needs.

The scope lists the capabilities of the Solution(s). Together with Activation, Customer needs to agree on the capabilities relevant to its business which needs to be finalized.

Sr. No.	Solution Name	Hyperlink
1	TCS iON Admission Solution	https://www.tcsion.com/dotcom/TCSSMB/downloads/solution_scope/Admission_Module.pdf
2	TCS iON Academics Solution	https://www.tcsion.com/dotcom/TCSSMB/downloads/solution_scope/Academics_Module.pdf
3	TCS iON Exam and Grading Solution	https://www.tcsion.com/dotcom/TCSSMB/downloads/solution_scope/Exam_and_Grade_Management_Solution.pdf
4	TCS iON Administrative Services Solution	https://www.tcsion.com/dotcom/TCSSMB/downloads/solution_scope/Administrative_Solution.pdf
5	TCS iON Support Services Solution	https://www.tcsion.com/dotcom/TCSSMB/downloads/solution_scope/Support_Service_Solution.pdf
6	TCS iON Student CRM	Not Applicable
7	TCS iON SIMS Solution	https://www.tcsion.com/dotcom/TCSSMB/downloads/solution_scope/SIMS.pdf
8	TCS iON Visitor Management	Not Applicable
9	TCS iON Venue Management	Not Applicable
10	TCS iON Placement Management	Not Applicable
11	TCS iON Digital Learning	https://www.tcsion.com/dotcom/TCSSMB/downloads/solution_scope/LX.pdf

- TCS iON will provide Self Services dashboards for stakeholders to view and undergo transactions. In addition, there is mobile application (with AS IS mobile supported use cases), namely, mTOP (which can be downloaded from Android Play store and iOS App store) which can also be used to undergo key transactions.
- Equestrian, Horticulture and Dairy transactions can be handled through Finance and Accounting module and associated reports can be configured and scheduled.
- TCS iON will provide an API Integration with Smart card / Retail ERP during the implementation after finalization of vendor by Mody University of Science and Technology with mutual agreement
- For Alumni Management, TCS iON will develop a registration form with integrated payment gateway feature, the alumni who makes the payment for subscription fee as decided by the Mody University of Science and Technology subscription charges time to time ,the Mody University of Science and Technology will pay Rs 100/- + Plus tax per annum to TCS during the monthly invoice. Every year the subscription to be renewed for continues services

TCS iON Student CRM

Student CRM is designed to handle the business process of lead management, for an educational institution. It is used to track the life cycle of lead (prospect candidate for courses offered by University) to applicant (Confirmed Student), via various communication and tracking tools. It also provides a strong role management module which enables an authorization framework within SCRM solution.

Student CRM is a Cloud Based Application, and hence supports hassle free upgrades with little or no downtime. Being a multi-tenant application, it supports tenant specific configurations like user language, organization language, time zones, and various other functional settings.

Key Features

- Customizable lead registration form for each client with institute banner and logo
- Direct lead creation and upload facility exists apart from lead registration process.
- Sleek looking Dashboard UI with authorization
- Track open leads
- Follow up can be conducted for selected leads
- View all the communication happened (or planned) between counsellor and lead in a timeline view.
- Lead/Applicant login to upload documents or send / view offline messages

TCS iON Visitor Management

The application is designed in a flexible way, and can be used to record and track details of visitors and the visit information. Using the Visitor Management Application, all details are stored in the system. The visitor's previous data is also stored along with the materials/devices carried. There is no need to enter the details again and the previous records can be retrieved, same data can be reused to make entries and also print the gate pass. Also the in time /out time capture is accurate along with the actual geo-location capturing. With this app even blacklisting of a visitor is possible which could not be done in manual process.

Key features

- Comprehensive Dashboard with charts and graphs and information at one glance.
- Design your own gate-pass.
- Create QR code and send it through SMS to visitor. During QR code can be scanned and visitor can be validated .
- Photo capturing functionality with pass print.
- Mobile and tablet support.
- Complete web based solution and anywhere access facility.
- Tool tips and captions are available for the flexible usability.
- Check-in and check-out control with a fix period of time.
- Quick glance about number of visitors per day based on their visiting status.

TCS iON Venue Management

The use case Generic Bizapp for Venue Management Process is to enable the Institutes/Organizations/Societies to enable the membership procurement/booking of the provided facilities online.

The high-level scope of Phase I of this use case is as follows:

- Membership Management (Member Registrations as well as Renewal of old memberships)
- Online Facility Booking System
- Check Availability
- Payment (Online and Offline)
- Manage Request/Search
- Workflow management (associated with a resource type or without it)
- PDF document configuration for a workflow
- Data Management (for validation as well as for resource allotment purpose)
- Resource Allotment system
- Reports Generation

TCS iON Placement Management

Placement Management is an application to conduct the placement drive smoothly for any organization. Three basic entities are present in this application which are-Student, Company and Admin/Employee. From capturing student data to creating drives and finally student being selected for any particular company, many major activities are being covered in this application.

This Bizapp has 3 major roles:

1. Admin Login
2. Student Login
3. Company Login

Roles and Responsibilities

TCS will be responsible only for configuring the system and all transactions will be done by the customer users.

	Responsibility	Common	Digital Campus	Digital Learning
Provide Inputs (in TCS pre-defined templates)	Customer	<ul style="list-style-type: none"> User details: Learners, Employees Other master data needed for configuration Any data required as part of historical transactions for the currently active students 	<ul style="list-style-type: none"> Student Data Academic Data - Award, Program, Subject, Batch details etc Other module data like Fees, Books, hostel rooms etc Administrative data like Employee, Payroll, Items, Vendors, Account Ledgers etc 	<ul style="list-style-type: none"> Sample course content in electronic form
Setup & Configuration	TCS iON	<ul style="list-style-type: none"> Configure the system Upload data and setup masters Configure Reports and Communications module for the standard reports required by customer Provide support during go-live 	Do complete initial configuration for all the contracted modules	Setup 5 course templates and courses
Training	TCS iON	Conduct "Train the trainer" type trainings for each module	Training on performing transactions in the system (total of 15 days day training program for all the modules for one batch of 10 to 15 employees)	Training on how to create courses, deliver courses and community posts (total of 3 days day training program for one batch of 10 to 15 employees)
System usage	Customer	User Management & Level 1 support to the employees and Students	<ul style="list-style-type: none"> Perform transactions in the system Run reports Perform configuration changes based on user requests 	<ul style="list-style-type: none"> Creating courses Loading learning content Course/Assessment/Community Delivery
Processing & Reports	Customer	<ul style="list-style-type: none"> Do all the transactions in the system Run required reports 	<ul style="list-style-type: none"> Admission Processing Marks Capture and Result Processing Payroll Processing 	<ul style="list-style-type: none"> Generate usage reports
Ongoing Support	TCS iON	None	<ul style="list-style-type: none"> Track and resolve all tickets raised by customer 	<ul style="list-style-type: none"> Track and resolve all tickets raised by customer
Next Term / Next Year Configuration	TCS iON	None	<ul style="list-style-type: none"> Configure the system for next term/ year 	None

Service levels:

Service availability rate at data center	98% based on quarterly review
Business Hours Support	Mon – Sun between 7:00 – 23:00 hours

Exclusions:

The calculation of the SLA excludes events such as:

- The event has occurred as a result of a Force Majeure or during the implementation of any disaster recovery procedure.
- Any activities and/or outages mutually agreed upon by the parties (planned scheduled downtime).
- The last mile access (Network that connects customer location and Network Service Provider's Point of Presence) or broadband access that is not provided or managed by TCS or its authorized agents.
- The failure of a customer's application, equipment or facilities including any third party equipment.
- Trouble Tickets associated with new installations or upgrades.
- An interruption where the customer elects not to release the service for testing and repair and continues to use it on an impaired basis.
- Interruptions during any period where TCS or its agents are not allowed access to the Customer premises where the access lines are terminated.

Out of Scope:

TCS is not responsible for any software not provided by TCS
Touch Services is out of scope

Support:

TCS will ensure break-fix support to the applications mentioned in scope of services. Any change request will be administered separately. TCS Support desk can be reached by any of the following:

Toll Free Number	1-800-209-6030
E-mail	ion.servicedesk@tcs.com

Training:

For Managed Services

- TCS will provide training to the key users on the transactions, using “train the trainer” approach. (No configuration training would be done).

Data Migration:

- Transaction Data migration from existing system of Customer to TCS system is out of scope and will be charged additional and can be taken up on mutual agreement between TCS and Customer.
- However Master data can be uploaded into the new system if customer can provide the data in the format of data templates provided by TCS or TCS can open the system to the customer prior to go-live to enter the master data.

I. TCS Designated locations:

TCS will host its applications from TCS Data Centre.

II. Customer designated locations:

None

III. 3rd party software incorporated in TCS Application System:

None

IV. 3rd party software (if any) obtained specifically for the Customer and to be used by Customer even after termination of Agreement:

None

V. Authorized Users:

The employees (including temporary and contract employees) of the Customer that have been duly designated and authorized to use the TCS Application System

TCS point of contact:

Name: Yogesh Shah
Email: yogesh.shah1@tcs.com

Customer Change Champion & Single Point of Contact:

VI. Target Environment:

1. Services Environment

a) Hosting Environment:

TCS will perform all necessary maintenance and support the operation of the Hosting Environment and the TCS Application System and to provide the Services in accordance with the agreed service levels. TCS will promptly investigate and will make all commercially reasonable efforts to remedy any failure of the Services, Hosting Environment, TCS Application System and/or the TCS Link (defined hereinafter) to operate in good working order in accordance with the provisions of the Agreement

b) TCS Link:

Not Applicable

c) Equipment:

Not Applicable

2. Computing Environment

TCS recommends the following as minimum configuration to be able to run the TCS application:

- Desktop System with 1 nos. of Intel processor – Dual Core/Core 2 Duo
- Windows XP Professional / Windows 2003 / Windows 7 Professional (32-bit version) Operating System
- Minimum 1 GB RAM
- At least 80 GB SATA disk
- 17-inch monitor
- Standard keyboard and mouse.
- MS Office in the desktops of for key users
- The supported browsers are , Firefox and Chrome (latest versions).

The network bandwidth sizing at customer site for accessing the TCS Solutions is expected to be approx 400Kbps for 20 concurrent users, once solution is launched, for non-video traffic. The customer will use their own Internet link, at their own expense, to access iON solutions. The customer will upgrade the network bandwidth as per growth in concurrent users.

VII. Data availability at the various layers:

- a. Hardware Availability:** State of the art hardware (servers, storage, networking elements) configured in Active -Active or Active-Hot Standby mode ensures High Availability (HA) of our infrastructure elements.
- b. Application Availability:** All application components (Web, Application, Database) are configured in Active-Active mode. This ensures that the application, as well as data is available to the customers with high availability.
- c. Data Availability:** The deployment architecture ensures that the same data is available on multiple servers. In the event of data issues, data can be recreated with no data loss from the other servers.
- d. Backups:** Backups are taken every day and retained for varying periods of time (daily, weekly and yearly). Backed-up data is available off-site. Backup recovery tests are performed at regular intervals to ensure integrity of backups.
- e. Data Format:** In the event of termination of this Agreement TCS shall give the customer data in either CSV or XLS format in CD or through file transfer, based on a written request by the Customer on what data is required for them within 15 days of expiry or termination of Agreement. For data to be provided by TCS, all pending invoices should have been cleared by the Customer. Customer data will be retained for a period of 90 days from expiry of Agreement. After this period of 90 days, all data will be deleted from TCS records. In case customer data has to be extracted and provided within the first year of the Agreement, additional one time data extraction charges of 25,000 will apply.
- f. Disaster Recovery:** A Disaster Recovery Data Center is in operation. Data from the primary data center is mirrored onto the DR Data Center near real-time. Operations will shift to the DR data center in the event of a catastrophic failure of the primary data center. In addition, customers have the ability to, at their convenience, login to the DR data center and verify data availability

SCHEDULE 3

Licensing Terms for TCS Application System

APPENDIX- I to Schedule 3

USE TERMS for TCS Application System (TCS proprietary)

These Use Terms will govern the Use by Customer of TCS Application System (more specifically described in Schedule 2), during the Contract Term of the Agreement for Services effective _____ ("Agreement") signed between Customer named herein below and Tata Consultancy Services Limited ("TCS").

1. DEFINITIONS

The following capitalized terms shall have the meaning set forth below for all purposes of this Use Terms:

"Target Environment" shall mean Services Environment or Customer Environment, as specified in the Schedule 2 with respect to each component of the TCS Application System. **"Services Environment"** has the meaning ascribed to it in the Agreement. **"Customer Environment"** has the meaning ascribed to it in the Agreement.. **"Use"** means using and/or accessing the TCS Application System by the Authorized Users, whether it is installed on Customer Environment or on the Services Environment, for the purposes of executing, processing, transmitting, transferring, loading and storing of data in connection with the Services rendered by the TCS under this Agreement, in terms of this Use Terms. All other capitalized terms used herein but not defined above, shall have the meaning ascribed to them in the Agreement.

2. USAGE RIGHTS AND RESTRICTIONS

2.1 Usage rights. (i) Subject to the terms and conditions set forth in this Use Terms, effective upon the installation of the TCS Application System by TCS or upon TCS permitting access to Customer of the TCS Application System through any means, TCS hereby grants to Customer the right to Use as specifically permitted under this Use Terms and to permit Authorized Users to Use the TCS Application System during the Agreement for Contract Term. The foregoing does not (a) authorize installation of the TCS Application System other than on Target Environment, (b) permit Use of the TCS Application System for any purpose other than as permitted under this Use Terms, or (c) permit Use of the TCS Application System to any Person other than Authorized User. Any extension or change of the contractual use of the TCS Application System requires TCS' prior written consent and authorization. Customer is responsible to ensure compliance with all usage restrictions and other applicable terms and conditions of this Use Terms by each Authorized User. Any breach or non-compliance of the terms and conditions of this Use Terms by any Authorized User shall be deemed to be a breach or non-compliance by Customer. Customer will indemnify and defend the TCS in respect of any breach of this Use Terms to the extent that such breach arises from any act (or failure to act) by the Authorized Users. (ii) The usage rights granted herein and the provisions of this Use Terms do not grant or convey to Customer any ownership rights and interest or title in or to the TCS Application System any Intellectual Property Rights therein nor do they permit Customer to make derivative works or to make copies of the TCS Application System. To the extent that TCS Application System consists of any software codes, such material, when delivered to Customer pursuant to this Use Terms, shall be delivered by TCS in Object Code form only and Customer shall not have any right or license with respect to the Source Code or data base design of the TCS Application System.

2.2 Proprietary and Confidentiality Markings or Notices. Customer shall retain all of TCS's and/or its licensors' Logo, Trademark, Copyright notice and other proprietary markings or notice on the TCS Application System. Customer shall not, permit any Authorized Users or other persons to, remove, alter or otherwise render illegible any of TCS's Logo, Trademark, Copyright notice or other proprietary or confidentiality markings that may be placed on the TCS Application System or components thereof provided to Customer hereunder. Customer shall not remove or alter TCS's and/or its licensors' Logo, Trademark, Copyright notice and other proprietary markings or notice on all copies of the TCS Application System or any part thereof including the documentation.

2.3 Restrictions on Copying. Copying of the TCS Application System is prohibited except with TCS's prior written consent and authorization. Neither Customer nor any Authorized User is authorized to sell, license, sublicense, distribute, assign, transfer or distribute or timeshare the TCS Application System or otherwise grant any right under this Use Terms to any third party (other than Authorized Users). Any attempted sale, licensing, sublicensing, distribution, marketing, assignment or time sharing including by interactive cable or remote processing services or otherwise shall be null and void. Customer is not entitled to, and shall not make or permit others to, reverse engineer, disassemble, de-compile, recreate, enhance or modify the TCS Application System or any part thereof or to create enhancements to or derivative works of the TCS Application System or any portions thereof.

2.4 Trademarks. Customer will have no rights in any trademarks or service marks or trade names adopted by the TCS and/or its licensors for the TCS Application System or any part thereof.

2.5 Breach. Should the TCS Application System be Used beyond the Use rights by Authorized Users as set out in this Section 2, TCS shall notify Customer in writing requiring Customer to cure the breach of Use Terms and if Customer does not cure such breach within 10 days (or such other period that the TCS may permit upon Customer's request), of receipt of written notice from TCS then TCS shall be entitled to terminate the Use rights granted hereunder in respect of such TCS Application System, without prejudice to any other rights or remedies TCS may have under this Use Terms or otherwise.

3. OWNERSHIP AND PROPRIETARY RIGHTS

Customer acknowledges and agrees that TCS does and will continue to own all Intellectual Properties and Intellectual Property Rights in or attached to the TCS Application System, including without limitation, in or attached to any enhancement and upgrades and any derivative works thereof even if made for, by or on behalf of Customer. Nothing contained herein shall be construed as a transfer, assignment or conveyance by TCS to Customer of the ownership or title to the Intellectual Property or Intellectual Property Rights in or attached to the TCS Application System or any enhancements, upgrades or derivative works thereof.

4. MISCELLANEOUS

In the event of any conflict between the provisions of this Use Terms and those in the Agreement for Services or the Agreement, notwithstanding any contrary provision anywhere else, Customer and TCS specifically agree and acknowledge that the provision of this Use Terms will prevail with respect to the TCS Application System.

MODY UNIVERSITY OF SCIENCE AND TECHNOLOGY ("Customer")	Tata Consultancy Services Ltd. ("TCS")
By: _____	By: _____
Name: Dr Vinod Purohit	Name: Venguswamy Ramaswamy
Title: Registrar	Title: Global head- TCS iON

SCHEDULE 4
FEES FOR SERVICES

SrNo.	Solution Name	Minimum Users	Type of Users	Frequency
1	TCS iON Admission Solution	3,000*	Students/Employees	Monthly
2	TCS iON Academics Solution			
3	TCS iON Exam and Grading Solution			
4	TCS iON Administrative Services Solution			
5	TCS iON Support Services Solution			
6	TCS iON Student CRM			
7	TCS iON SIMS Solution			
8	TCS iON Visitor Management			
9	TCS iON Venue Management			
10	TCS iON Placement Bizapp			
11	TCS iON Digital Learning			

Description	Amount
Set-Up Fee	(Rupees 7.25 Lakhs. 50% of the Set-Up Fee will be due at the time of signing the contract. The rest 50% will have to be paid within 4 months or post completion of implementation whichever comes earlier)
Access to TCS Solutions	Rs. 125 /- Per User Monthly Price (PUMP)
Alumni management (Ten Digital Communities)	Rs. 100/- per Alumni per year

- The minimum user billing count is 3,000 users every month (in reference to Contract shared for MODY EDUCATION FOUNDATION) during the term of contract.
- Incremental users above 6000 (in total) will be charged at a discounted rate as per the table listed below

Number of Users		
Minimum	Maximum	Discount % on PUMP
6001	8000	1%
8001	10000	1.5%
10001	12000	2.5%

- Set-Up Fee will be due at the time of signing the contract and is non-refundable. Customer Set-Up includes a) datacenter and solution provisioning and b) training. If additional users are added during the contract Term, Set-Up Fees for the new users will be charged. This will be calculated on the basis of 4 months Subscription Fees
- If Mody University have to conduct Online Proctored Examination, then that can be provisioned and configured at a mutually agreed additional cost.
- In addition to the current institutions and awards implemented by customer under this contract, if any new institution or award is added off campus during the tenure of the contract, then a setup fee will be charged for the additional efforts in configuration / customization during the implementation of these new institutions and awards. This shall be charged as per the clause on setup fee.
- TCS will raise Monthly invoice for 100% of the Recurring Charges for minimum user count or for actual number of users in the system, whichever is higher
- Partial usage of the modules in scope will not affect subscription invoices and will be always at 100% of the charges.
- Full invoicing will commence from the third (3rd) month of subscription/signing the contract i.e. no invoice will be generated for 1st and 2nd month after signing the contract.
- All the mentioned charges are exclusive of taxes and duties.
- The Customer will make the payment within 30 days from the date of Invoice. TCS prefers electronic mode of payment.
- These prices are applicable for locations in India only and for a single instance in the data center.

- The price quoted is applicable for the version contracted for. All future versions delivered during the Contract Term are included in the price.
- For invoice generation purposes, the customer authorizes TCS to query customer data for the user count or any other billing parameter applicable as per the fee for services schedule. Invoicing will be done for all active users of the system. In case some users are no longer needed to be active, it is the responsibility of the customer to de-activate any such users so that such inactive users are not billed.
- The number of sites and user base served may grow during the service term. The customer will share with TCS the expected growth plans, to allow TCS sufficient lead time to plan for additional capacity and deployment. Any growth beyond the numbers stated above becomes billable from the month in which the systems capture either master or transaction data for the increased user base.
- Customer is responsible for any 3rd-party costs for Integration items in scope, For example, if SMS integration is in scope, customer is responsible for the cost of subscribing to an SMS package from an authorized telecom provider.
- Implementation will only be on as-is capability basis. No change request will be accepted as TCS obligation as part of contract. Non implementation of a change request cannot be the basis for non-payment of subscription invoice. Any change requested by customer, will be analyzed for feasibility. If found feasible, the change will be done as part of product roadmap development and additional charges and timelines will be mutually agreed upon. If customers had asked for some changes to the system and these changes were either not done or completed after some time, and this has resulted in delayed implementation of some of the capabilities, customer cannot ask for waiver of complete or portion of the invoices citing the lack of usage of certain modules or capabilities.
- Existing reports are listed on <http://www.tcsion.com>
- For implementation and on-going support, TCS will provide One (1) Onsite Project Manager at Customer location. The manpower charges are bundled into the subscription pricing.
- TCS can make available a trained iON data management executive to support customer's data migration, data entry, operating basic functions in iON at a cost of INR 50,000 per month. The management and monitoring of this executive will be done by the customer
- TCS iON works on perpetual beta model in which generic enhancements are introduced in the solution capabilities on half yearly basis at no cost for the institution.
- On Customer request, if non-local Specialist Consultants have to travel to any of the Customer locations, Customer will provide to and fro airfare from TCS location to that location, boarding and lodging expenses for the duration of deputation as well as local transportation facility (one or all of the expenses, as applicable). These expenses will be claimed on the basis of reports submitted by TCS accounts department to the Customer.
- ERP implementation is a transformation initiative. TCS recommends that customer identify a Change Champion to work closely with TCS and drive the initiative. Customer may also incur additional effort through support for providing data, undergoing training, doing transactions etc. These efforts cannot be claimed as costs from customer side and claimed as damages in the unlikely event of any termination or contract closure.
- The total contract value shall not exceed INR 10 Crores during the contract term. For any increase in the contract value Customer and TCS shall mutually agree to sign an amendment or change request.
- During the Contract Term (5 years) Monthly Recurring Fees shall be increased by 3% of the existing price on every anniversary of the Agreement, applicable from start of Year 3 of the agreement.
- The Customer will make the payment within 30 days from the date of Invoice (other than Set-Up Fee). TCS prefers electronic mode of payment. Payment of the monthly subscription invoices are a pre-condition for the continuation of usage of TCS Application Systems and services. If the invoices are not paid within the due dates, TCS reserves the right to suspend customer user access to the TCS Application Systems after giving an e-mail notice of 15 business days. The access to the TCS Application Systems will be restored by TCS upon the payment of all the outstanding invoices, as per the contract terms. TCS may take at least 1 business day from the date of credit of the amounts in TCS bank accounts to restore the access back. Continued non-payment of iON invoices will lead to termination of iON services. Upon termination of services due to non-payment of invoices, customer data will be retained for 90 days, within which customer is expected to clear all the outstanding invoices and request for the data and TCS will provide the same in CSV or XLS format. TCS may start contract renewal discussions 30 days in advance of contract expiry. It is expected that TCS and Customer will agree on renewal contract terms and sign the renewal contract, before expiry of the current contract term. Non-renewal of contract may lead to suspension of iON services on expiry of current contract.
- Subscription to iON services are on a continuous basis. Customer cannot suspend usage for few months in between and ask for waiver of invoices for those months, as the data and configuration still continue to be supported to TCS even during the period of non-usage.
- Standard Rate card for Technical Service Requests (SRs) and change requests (CRs). Customer can raise tickets for these enhancements and issue a written email confirmation, based on which additional invoicing will be done for these SRs and CRs.
- For such technical services requests and change requests, every SR, CR and incremental changes to SR, CR are considered chargeable as per Rate Card below
 - Customer will raises an SR, CR in the ticketing system
 - TCS iON team will provide a cost estimate in line with the table below and completion timeline
 - If customer is OK with the cost estimate and timeline, customer will provide a written email go-ahead to TCS iON
 - Post this, TCS iON team will plan and complete the development and make the change live.
 - Every such accepted SR, CR will become chargeable as per Rate Card below

- Rate card for Technical Service Requests

Category	Work Item	Rate Card (INR)	SR Effort in PERSON DAYS	Notes
Platform Customization	Normalization Class	50,000	10	Per normalization class
	Promotion Class	50,000	10	Per promotion class
	Post Processing of results	50,000	10	Per post processing class
	Other classes	25,000	5	Other areas not covered in above 3
	Certificate Design	50,000	10	This includes report card, mark sheet, degree certificate, provisional certificate, migration certificate etc. Cost is per certificate design. Additional 25K charges for printing on pre-printed stationary
	Hall Ticket Design	25,000	5	Additional 25K charges for printing on pre-printed stationary
Letters	Letters - Simple using Letter module	25,000	5	Additional 25K charges for printing on pre-printed stationary
	Letters – Complex using dynamic generation	50,000	10	
Payroll Config	Paycode Configuration	25,000	5	Custom paycode configuration in payroll module
ID Cards	Templates that do not have additional rules like ID card	25,000	5	Eg. ID Card, Bar Code etc
	Cheque Printing	15,000	3	
Custom Reports	Macro Reports – Simple	25,000	5	Per report
	Macro Reports – Complex	50,000	10	Per report. Multi tab, Combining few ODRs, Complex Logic
	Modification to Existing Reports	25,000	5	Modification to any report that had earlier been developed by us.
Workflow	Modification to existing default workflows	25,000	5	Default workflows available across HRMS, Payroll, F&A, CMS Solutions. These relate to modification to the default workflows, if required by customer
E-Forms	New Eform with existing Payment Gateway	50,000	10	Any new on-line form requested by customer, using one of the existing payment gateways or a form without payment integration
	New Eform with NEW Payment Gateway	1,00,000	20	Any new on-line form requested by customer, using a NEW payment gateways
System Change Requests E-Forms	Simple Change	50,000	10	System Change Requests will be analyzed for feasibility. Where feasible, changes will be taken up as part of roadmap development on additional charges
	Complex Change	1,00,000	20	
Customer specific Product Enhancements	Custom Enhancement to Product Capabilities – Minor	50,000	10	Any custom change requested in the product by customer and which is specific to customer, and which is accepted by TCS post feasibility analysis Any custom change requested in the product by customer and which is specific to customer, and which is accepted by TCS post feasibility analysis
	Custom Enhancement to Product Capabilities - Major	1,00,000	20	

SCHEDULE 5
CHANGE CONTROL PROCEDURE

Either Party may request a change in the scope of Services or deliverables but no such change shall be effective and binding unless such changes are documented in a change control document in the format described in Annexure A below ("Change Control Document") and signed by both parties.

If Customer desires to propose a change in Scope of Services, Customer shall deliver to TCS a change request in writing, describing the changes proposed. Promptly following TCS' receipt of Customer's change request, TCS shall submit a written change order proposal to Customer. If TCS desires to propose any change, TCS shall submit to the Customer a written description of the change in the form of a proposed change order for Customer's review and approval. Any change order document prepared by the parties shall include, among other items, an estimate of additional charges to Customer, if applicable, for the modified Services, any additional software or other material required to implement the change and any expected impact on the time schedule or service levels under the Schedule 2.

On Customer's written approval of the change order document submitted by TCS the parties shall sign the Change Control Document whereupon the Scope of Services in Schedule 2 and any other relevant Schedule(s) shall be deemed to have been amended by the change order.

No change to any Scope of Services shall be binding on the Parties unless the Change Control Document has been signed by authorized representatives of each party.

Annexure A to Schedule 5

Change Request No.: _____

Date Initiated: _____ Date Approved _____

Project: _____

Description of Change:

Following are the changes/additions agreed to:

- a) Schedule 2
- b) Schedule 4

Approved with Changes

Tata Consultancy Services Limited

Authorized Signatory

Date

Customer

Authorized Signatory

Date