महाराजा गंगा सिंह विश्वविद्यालय, बीकानेर

Maharaja Ganga Singh University, Bikaner

FORMERLY UNIVERSITY OF BIKANER, BIKANER सम्द्रीय राजमार्थ रा ्हें. जैसलमेर रोड, बीकानेर—334004 (राजस्थान) भारत

NATIONAL HIGHWAY NO. 15. AISALMER ROAD, BIKANER-334004 (RAJASTHAN) INDIA हुआप Phone : 0151-2212044 फैक्स / Fax : 2212042 ई-मेल / E-mail : mgsubikaner@gmail.com

क्रमांक : प.07 ()/मगसिंविबी/ परीक्षा/2019/ 11757

दिनांक : 27/9/19

Sh. R.K. Sharma, SA (Jt. Dir.),

Department of Information Technology and Communication,

New IT Building,

Yoma Bhawan, Tilak Marg, C- Scheme, Jaipur-302005.

विषय महाराजा गंगासिंह विश्वविद्यालय, बीकानेर की मुख्य परीक्षा—2020 हेतु परीक्षा फार्म शुल्क जमा करवाने के संबंध में।

सद्भ आपके द्वारा प्रेषित ई मेल दिनांक 26.09.2019

महाद्य

उपरोक्त विषयान्तर्गत निवेदन है कि परीक्षा 2020 की मुख्य परीक्षा के परीक्षा फार्म विनाक 03 10.2019 से भराए जाने हैं जिसका परीक्षा शुल्क आपके विभाग के गाध्यम से जमा कराने हेतु कुलसचिव, महाराजा गंगासिंह विश्वविद्यालय, बीकानेर द्वारा हस्ताक्षरित MOU की मूल प्रति संलग्न कर भिजवाई जा रही है। आपसे अनुरोध है कि MOU की मूल प्रति, अधिकृत अधिकारी से हस्ताक्षर करवाकर अविलंब विश्वविद्यालय को प्रेषित कराना सुनिश्चित करावें।

संलग्नः उपरोक्तानुसार।

परीक्षा नियंत्रक

क्रमाक : प 07 ()/मगसिंविबी/ परीक्षा/2019/

दिनांक :

प्रातेलिपि - निग्न को सूचनार्थ एवं आवश्यक कार्यवही हेतु प्रेषित है:-

1. वित्त नियंत्रक, महाराजा गंगासिंह विश्वविद्यालय बीकानेर।

2. प्रबंधक, माइक्रोनिक इन्फोटेक सर्विसेज प्राइवेट लिमिटेड, 444/10, कमला नेहरू टी.बी. हॉस्पीटल के सामने, जयपुर रोड़, अजमेर को प्रेषित कर लेख है कि मुख्य परीक्षा—2020 के विभिन्न कक्षाओं के परीक्षा आवेदन पत्र ऑनलाईन भरवाने की व्यवस्था सुनिश्चित करें।

सहा. कुलसचिव(परीक्षा)

Memorandum of Understanding

1. DETAILS AND ACCEPTANCE

RISL, Jaipur	Date of Execution: 01-10-, 2019	
Not., Jaipur	RajCOMP Info Services Limited, Government of Rajasthan, Jaipur (RISL)	
Address for notices	New IT Building Yojana Bhawan, Tilak Marg, C Scheme, Jaipur	
Acceptance	RISL agrees to the conditions of this MoU.	
Signature	2-0	
Name	Sh Okawan William	
Title	SH. RKSHARMA AF DITIONAL DIRECTOR, DOL	
	For & on behalf of Managing Director, RISL, Jaipur	
/IGSU, Bikaner 、	Maharaja Ganga Singh University, Bikaner,	
Address for notices	Registrar, Maharaja Ganga Singh University, NH-15 Jaisalmer Road, Bikaner (Rajasthan) 334001	
Acceptance	MGSU agrees to the conditions of this MoU for collection of examination / registration / admission /	
	posts	
Signature		
Name	Bhanwar Seigh Charan	
Title	Registrar, Maharaja Gangu Singa University	
	Bikaner (Raj.)	

This Memorandum of Understanding is signed on the other day of the 2019 between RajCCMP info Services Limited, Jaipur a company incorporated under the provisions of Company Act, 1956 & having its registered office at New IT Building, Yojana Bhawan, Tilak (Rajasrhan) 334001

2. DEFINITIONS

Item	Definition	
B2C Service	Service offered/sold by private business to the public	
MGSU, Bikaner	Maharaja Ganga Singh University, Bikaner.	
DeGS	Society formed under instructions of DoIT&C at district level with District Collector as Chairman for implementing e-Governance projects in the district i.e. e-Mitra Society	
DoIT&C	Department of Information Technology & Communication, Government of Rajasthan	
GST	Goods & Service Tax	
LSP	Local Service providers appointed by RISL under the Mitra Project	
Klosk holder	Internet kicsk holder appointed by KISL under the a Mitra Project Mitra Project Mitra Project	
Payment Aggregators	Service Providers such as BILLDESK, PAYU etc. that are integrated with e-Mitra / Rajasthan Payment Platform for payment gateway services	
MoU	Memorandum of Understanding	
RISL	RajCOMP Info Services Ltd	
RPP	Rajasthan Payment Platform - RISL has developed the Rajasthan Payment Platform (RPP) - a common platform to be utilized by all Government Departments / Institutions / Corporations / Universities at for for its litting its	
UPI	making payment against services offered on their web site/application. Unified Payments Interface.	



3. PREAMBLE

- 3.1 Department of IT & Communication (DoIT&C), through RajCOMP Info Services Ltd. (RISL), in collaboration with District e-Mitra Societies (DeGS), is running e-Mitra project. E-Mitra project is an integrated IT enabled platform for delivery of various services and information to rural and urban masses under single roof by setting up of kiosks at various locations in all districts across Rajasthan with the objective of ushering in e-Governance in the State.
- 3.2 e-Mitra Project is being implemented on a 3-tier model. The first level is that of DoIT&C/RISL. At the second level, there are LSPs selected through open tendering process by RISL & at the third level are the kiosk holders selected by LSP with whom they have signed Agreement / MoU.
- 3.3 RajCOMP Info Services Limited (RISL) is the executive agency under the e-Mitra project on behalf of the Government of Rajasthan.
- 3.4 District e-Governance Societies (DeGS) are Societies formed in all districts under the chairmanship of District Collector to facilitate and monitor implementation and operation of various e-governance initiatives including e-Mitra in the respective districts. The DeGS is responsible for the day to day monitoring and management of the project at district level:
- 3.5 The mechanism of service delivery consists of a Back Office and a Front Office. The Back Office contains infrastructure and application required to enable the system while Front Office hooks on to the back office and provide interface between citizen and government. Front Office management is carried out through Local Service Providers.

4. SERVICES

- 4.1 MGSU, Bikaner has taken the initiative to provide service of online application form filling and collection of the corresponding fees from applicant through e-Mitra Platform. The process of service delivery will be as below:
 - 4.1.1 Application form filling- The kiosk holder will have to follow the steps mentioned below for filling up the application form. E-Mitra kiosk will login into e-Mitra portal using his / her credentials and fill the necessary details of applicant in application form in discussion with him.
 - Applicant will re-verify & revalidate the details filled by kiosk and confirm the kiosk holder for final submission of form. Kiosk holder will submit the form after confirmation from applicant.
 - Once the form is submitted by kiosk after confirmation from applicant, no changes or corrections can be made at the end of kiosk.
 - Kiosk will give him the unique transaction id (mentioned on the receipt generated through e-Mitra portal) and charge Rs. 25/- as e-Mitra service charges from applicant for availing service of filling online form with payment. (inclusive of GST)
 - 4. Necessary rate chart must be displayed by Kiosks for such purpose.
 - 4.1.2 Deposition of fees at e-Mitra kiosk- Applicant can fill the form on its own and can avail the services of e-Mitra kiosk only for deposition of fees.
 - Kiosk will give him the unique transaction id (mentioned on the receipt generated through e-Mitra portal) and charge the below rates as e-Mitra service charges from applicant for availing service of making payment



S. No.	Name of the Service	e-Mitra Service Charges*	Remarks
1.	"Collection of demand note / fees / dues" for exams / recruitments / registration / govt. schemes etc. at e-Mitra kiosk.	Rs 6/- per transaction (For fees up to Rs 2000/-) Rs 11/- per transaction (For fees from Rs 2001/- to Rs 10,000/-) Rs 26/- per transaction (For fees above Rs 10,000/-)	These charges are inclusive of GST and will be paid by the applicant.

4.1.3 Making payment of fees through Debit Card/Credit Card/Net Banking/UPI or through mwallets-

1. In case any applicant has filled the form on his own, he/she can make the payment of fees through Debit Card/ Credit Card/Net Banking/UPI or through mwallets using the payment gateways available via association of RISL with banks at the time of transaction.

S. No.	Name of the Service	e-Mitra Service Charges*	Remarks
	Making payment of fees, online using DC/CC/Net Banking etc., through Rajasthan Payment Gateway (RPP).	NIL	Transaction Processing Fees** charged by the Bank / Payment Gateway Aggregator will be borne by
	Or the Applicant.		
Making payment of fees, online using DC/CC/Net Banking etc., through Online e-Mitra Payment Gateway hese charges are inclusive of GST and will be		Same as e-Mitra kiosk service charges i.e. Rs 6/- or Rs 11/- or Rs 26/- per transaction depending on transaction amount.	Transaction Processing Fees** charged by the Bank / Payment Gateway Aggregator will be borne by the Applicant.

- This MoU will not restrict the rights of any or all the part es to request for changes in the relationship during the tenure of this MoU, which is a greeable to all the parties.
- Both parties also agree to modify the scope of work, terms & conditions and arrangement with mutual consent.

5 **GENERAL CONDITIONS**

5.1 ROLE AND RESPONSIBILITIES OF RISL

- 5.1.1 RISL will coordinate, facilitate and spread awareness for the services of MGSU, Bikaner.
- 5.1.2 RISL shall ensure the availability of latest and updated details of e-Mitra kiosks functioning in Rajasthan on e-Mitra portal
- 5.1.3 Kiosk holder will generate receipt for submitting of online application and payment of fee on e-Mitra portal and give the same to the applicant.
- 5.1.4 RISL will provide the customized training on the e Mitra application regarding delivery of above services to all the concerned, if necessary.
- RISL shall be responsible for the smooth & unhampered functioning of e-Mitra portal during the period of this MoU.
- 5.1.6 RISL shall not be liable to MGSU, Bikaner for any type of loss or damage arising out of use of MGSU web portal.
- 5.1.7 Online reports regarding transactions / payments will be available to MGSU, Bikaner on reportsemitraapp@rajasthan.gov.in.
- 5.1.8 In case of deficiency in the services, RISL shall be liable for all kinds of loss or damage, if any, arising out of use of e-Mitra portal during the period of this MoU.



^{**}Visit www.rpp.rajasthan.gov.in for more details on transaction processing fees

- copies from time to time to RISE. MGSU, Bicaner shall be responsible for ensuring that the public gets only the latest information on delivery of above
- 5.4.5 In case of any chargeback query raised against any online transaction by competent authority, MGSU, Bikaner shall promptly reply to that query. MGSU, Bikaner will be solely responsible for any debit in its bank account due to non-responsiveness towards chargeback issue.
- MGSU, Bikaner will provide the filled forms (Annexure 1 and Annexure 2) to RISL with the copy of PAN card, at least 7 days before starting of online payment gateway services using RPP.
- Within 15 days of last date of submission of online application; the nominated Nodal Officer of MGSU, Bikaner shall reconcile the accounts based on transactions made at all districts through e-Mitra platform. MGSU, Bikaner shall raise the issue, if any, in writing to RISL on account reconciliation within 90 days of last date of service. In case of no ssue raised within stipulated timelines, it will be considered as the funds transferred by RISL to MGSU, Bikaner are complete, full & final and no request of MGSU, Bikaner regarding discrepancy in account reconciliation related to this service will be entertained

Service Charges

6.1 RISL service charges:

S. No.	Name of the Service	e-Mitra Service Charges	Remarks
1.	"Application Form Filling" for exams / recruitments / registration / govt. schemes etc. at e-Mitra kiosk.	Rs 25/- per form	This service is optional Applicant can fill the form on his own as well. Does not involve scanning & uploading of any documents.
2.	"Collection of demand note / fees / dues" for exams / recruitments / registration / govt. schemes etc. at e-	Rs 6/- per transaction (For fees up to Rs 2000/-) Rs 11/- per transaction (For fees from Rs 2001/- to	Slab-wise e-Mitra service
	Mitra kiosk.	Rs 10,000/-) Rs 26/- per transaction (For fees above Rs 10,000/-)	charges.
	Making payment of fees, online using DC/CC/Net Banking etc., through Rajasthan Payment Gateway (RPP).	NS 10,000/-)	
	Making payment of fees, online using DC/CC/Net Banking etc., through Online e-Mitra Payment Gateway	Same as e-Mitra kiosk service charges i.e. Rs 6/- or Rs 11/- or Rs 26/- per transaction depending on transaction amount.	Transaction Processing Fees** charged by the Bank / Payment Gateway Aggregator will be borne by the Applicant.

^{*} These charges are inclusive of GST and will be paid by the applicant.

- No additional charges will be taken from the applicant beyond prescribed rate. 6.2
- No charges under this MoU and as also towards any other incidental expenses, 6.3 stationery, etc. shall be borne by MGSU, Bikaner and entrustment of the work to RISL under this MoU shall constitute full and adequate consideration for all the parties of this MoU and also for all concerned.

7 Indemnity

MGSU, Bikaner shall not be responsible for any claim/damage awarded for the 7.1 deficiency in service attributable to any act of omission/fraud/theft/missing etc committed by the staff of kiosks holders set up by LSP either willfully or by negligence or whatsoever.

^{**}Visit www.rpp.rajasthan.gov.in for more details on transaction processing fees

For form(s) filling and making payment of fee at kid sk/ through internet:

- 1. The applicant shall be charged fee as per the fee details provided by MGSU, Bikaner along with the service charges mentioned at clause 6.1, as applicable. Service charges as per clause 6.1 will be borne by the applicant concerned availing the services through e-Mitra.
- 2. RISL shall retain their specified share of the transaction/service charges as per clause 6.1 and transfer the actual fee amount as prescribed by MGSU, Bikaner to the MGSU's bank account as mentioned below within T+2 RISL working days, where T is the transaction date.
- 3. The detail of aforesaid MGSU's bank account for transferring actual fees amount is as under: -

Account No.		
Bank Name		
Branch Name		
Beneficiary Name		
IFSCode		

- 4. Beyond T+2 RISL working days, interest @ of 12% per annum will be payable by RISL for the delay of payment on the delayed amount.
- It is obligatory on the part of LSP to ensure the smooth and efficient working and 5.3 also to control the activities of kiosk holders. If at any s age the kiosk holder of the LSP indulges in any fraudulent activity like (but not restricted to) collection of excess charges etc., then the RISL shall be liable for taking instant legal action against the kiosk holder/LSP, if found guilty.
- 5.4 Role and Responsibilities of MGSU, Bikaner
 - Manpower Resources: MGSU, Bikaner shall nominate a nodal officer for the purpose of interaction with RISL and DeGS/LSP/e-Mitra, so that there will be a single point of contact. Similarly, RISL shall also non inate a nodal officer for the purpose of interaction with MGSU, Bikaner for above services.

Nodal Officer from e-Mitra:

Name:

Sh. R K Sharma

Designation:

Additional Director- OIC e-Mitra, DoIT&C

Mobile Number:

9413387309

Email-id:

rksharmadoit@gmail.com; rksharma@rajasthan.gov.in

Nodal Officer from MGSU, Bikaner:

Name: Bhanwar Singh Charan
Designation: Registrar
Mobile Number: 9413278886

Email Id:

registrare mg su bizaner.ac. in

Details of various fees to be charged from applicant will be provided by MGSU, Bikaner.

MGSU, Bikaner will make necessary arrangements in its portal to take care of last date of delivery of above services.

Access to relevant information: - MGSU, Bikaner shall make available relevant static information and copies of Rules / Circulars in soft or hard

Maharaja Ganga Singh University

- copies from time to time to RIGE. MGSU, Bikaner shall be responsible for ensuring that the public gets only the latest information on delivery of above services.
- 5.4.5 In case of any chargeback query raised against any online transaction by competent authority, MGSU, Bikaner shall promptly reply to that query. MGSU, Bikaner will be solely responsible for any debit in its bank account due to non-responsiveness towards chargeback issue.
- 5.4.6 MGSU, Bikaner will provide the filled forms (Annexure 1 and Annexure 2) to RISL with the copy of PAN card, at least 7 days before starting of online payment gateway services using RPP.
- 5.4.7 Within 15 days of last date of submission of online application; the nominated Nodal Officer of MGSU, Bikaner shall reconcile the accounts based on transactions made at all districts through e-Mitra platform. MGSU, Bikaner shall raise the issue, if any, in writing to RISL on account reconciliation within 90 days of last date of service. In case of no issue raised within stipulated timelines, it will be considered as the funds transferred by RISL to MGSU, Bikaner are complete, full & final and no request of MGSU, Bikaner regarding discrepancy in account reconciliation related to this service will be entertained thereafter.

6 Service Charges

6.1 RISL service charges:

S. No.	Name of the Service	e-Mitra Service Charges*	Remarks	
1.	"Application Form Filling" for exams / recruitments / registration / govt. schemes etc. at e-Mitra kiosk.	Rs 25/- per form	This service is optional. Applicant can fill the form on his own as well. Does not involve scanning & uploading of any documents.	
"Opliection of demand note / fee	"Collection of demand note / fees /	Rs 6/- per transaction (For fees up to Rs 2000/-)		
2.	dues" for exams / recruitments /	Rs 11/- per transaction (For fees from Rs 2001/- to Rs 10,000/-)	Slab-wise e-Mitra service charges.	
		Rs 26/- per transaction (For fees above Rs 10,000/-)		
Making payment of fees, online usi DC/CC/Net Banking etc., throu Rajasthan Payment Gateway (RPP		NIL	Transaction Processing	
3.	Making payment of fees, online using DC/CC/Net Banking etc., through Online e-Mitra Payment Gateway	Same as e-Mitra kiosk service charges i.e. Rs 6/- cr Rs 11/- or Rs 26/- per transaction depending on transaction amount.	Fees** charged by the Ban / Payment Gatewa Aggregator will be borne in the Applicant.	

^{*} These charges are inclusive of GST and will be paid by the applicant

- 6.2 No additional charges will be taken from the applicant beyond prescribed rate.
 - No charges under this MoU and as also towards any other incidental expenses, stationery, etc. shall be borne by MGSU, Bikaner and entrustment of the work to RISL under this MoU shall constitute full and adequate consideration for all the parties of this MoU and also for all concerned.

^{**}Visit www.rpp.rajasthan.gov.in for more details on transaction processing fees

- 8 **Publicity**
- 8.1 MGSU, Bikaner and RISL would also ensure necessary publicity on MGSU portal /e-Mitra portal and the kiosks running in the State.
- 9 **ARBITRATION**
- 9.1 Any dispute arising between the parties under or in connection worth this MoU, shall be referred under the Arbitration & Conciliation Act, 1996 to sole Arbitrator Secretary, IT&C, Govt. of Rajasthan, and its decision shall be treated as final and binding upon the parties hereto.
- 10 **Duration**

This MoU shall be effective until rescinded by both the parties with mutual

WHEREOF the parties hereto have set and subscribed their respective hands and seals the day and year first hereinabove written.

Signed for RISL

On behalf of MD, RISL

Signed for Registrar Registrar Maharaja Ganga Singh University University

Bhanwa Si

Registrar,

Maharaja Ganga Singh University

In the presence of witness

1 Dr. J.S. Khichar

In the presence of witness

2 Dr. B.D. Bissa

(NOTE: - Signature of the Both Parties and the Stamp / Seal on each page of MOU is essential).

Annexure A

RPP Collection-Merchant Onboarding Form

	4 NNEXURE-A (V20181101
Form	- (To be filled by Department to integrate with RPP)
Merchant On-E	ooarding form for Online Funds Collection through RPP
	- Charles of the Contection through RPP
Name of Department /	Organization/Department Details
Organization	
	□ Government □ Private □ Board
Type	Other (Please specify) University
Address	,
City	Maharaja Ganga Suigh University, Bikaner state Ryanthan registrar @ mgsubikaner.ac.
No. of Control of Cont	Bikaner state Ryanthan
Official e-Mail Id	registrar @ mg-14 bilkaner.ac.
	odal Officer Details (For any type of Communication)
Maine	Registron Bhanwar Swift Charge
Designation	Registrar
Mobile No	9413278886 TELHO
Official e-Mail Id	registrare mgsubikaner.ac.in
SSO ID (If any)	
	Subscription Details (To be filled by RPP)
Encryption Method	□ No Encryption □ AES 256 □ 3DES
Thecksum Method	□ MD5 □ SHA256 □ SHA512
-Mail alerts	□ Yes / □ No
AG alerts	☐ Yes / ☐ No
Certificate of Inc	
PAN / TAN Card o	ails (Where funds are to be Credited (duty sealed & signed by Bank])
	of Organization/Department or Corporate Office
	No of Organization Department or Corporate Office
	Officer
PAN Card of Noda	AND THE RESIDENCE OF THE PROPERTY OF THE PROPERTY OF THE PARTY OF THE

Maharaja Ganga Singh University

Bikaner (Raj.)

7 of 8



महाराजा गंगा सिंह विश्वविद्यालय

MAHARAJA GANGA SINGH UNIVERSITY

राष्ट्रीय राजमार्ग सं. 15, जैसलमेर रोड़, बीकानेर—334004 (राजस्थान) भारत NH-15, Jaiselmer Road, Bikaner-334004 (Rajasthan) INDIA दूरमाष/Phone: 0151-2212044फैक्स/Fax: 2212042 ईमेल/E-mail: accounts@mgsubikaner.ac.in

No. F.05()MGSU/Acctt./2019/

Date: 27 9 19

TO WHOMSOEVER IT MAY CONCERN

Remittance of Funds collected through Partner Bank / Institutions for Maharaja Ganga Singh University, Bikaner Dear Sir/ Madam,

This is with reference to the payment and collections management services offered to Maharaja Ganga Singh University, Bikaner.

In this regards, we confirm that the monies dues to us be remitted to our account (through e-Gras/NEFT/RTGS/Account Transfer) as per the details mentioned below:

Entity Name	Maharaja Ganga Singh University, Bikaner
Payment Mode	e-GRAS/NEFT/RTGS/Account Transfer
Beneficiary Name	Registrar, Maharaja Ganga Singh University, Bikaner
Beneficiary Bank Name	Punjab National Bank
Bank where A/c is held	Bikaner University Branch (University Campus)
Bank A/c Number/E-Gras Head	4720000100003654
RTGS IFSC Code	PUNB0472000
NEFT IFSC Code	PUNB0472000

Thanks & Regards For Maharaja Ganga Singh University, Bikaner

Name: Bhanwar Singh Charan Designation: Registrar

Maharaja Ganga Singh University

Bank Certificate

Bikaner (Raj.)

This is to confirm that the above mentioned Account details are correct. We certify that the signature agrees with the one on our records.

Date:

Place: Bikaner

Bank Seal