

# **Memorandum of Understanding**

## **Agreement for Management of E-waste**

This Memorandum of Understanding is signed between  
**Darrang College**, Tezpur-784001, Assam being First party



And **Cinex Computers**, Tezpur being Second party



## **1. MOU Objective**

The primary objective of executing this MOU is to facilitate regular maintenance of the electronic equipment's, repair and reuse of electronic equipment's and spares (as mentioned in Annexure-I) and disposal of E-waste generated in the institution.

## **2. MOU Period**

This MOU is extended with effect from 16/05/2022 for a period of 5 years.

## **3. Responsibilities of First Party**

- 3.1 Giving access to the second party for scheduled maintenance work.
- 3.2 Intimating the second party whenever repairing or upgrading works is needed.
- 3.3 Intimation the second party for collection of e-waste.
- 3.4 Giving necessary access and arranging gate pass for transport of e-waste.

## **4. Responsibilities of Second Party**

- 4.1 Scheduled maintenance work for all electronic equipment's, computers, ups and other accessories.
- 4.2 Repairing and reusing of electronic equipment's and spares. Repairing and maintenance work to be attended within 24 hours of intimation by the first party.
- 4.3 Collection and transport of the e-waste generated from designated site within 15 days from date of intimation **at their own cost.**



## 5. E-waste collection & disposal

5.1 The E-waste will be collected from the Institute as per the list of items mentioned in the Annexure -1 without any cost.

5.2 The Vendor takes the responsibility of safe disposal of the E-waste.

5.3 The Vendor under any circumstances will not misuse any confidential matter obtained in any of the electronic storage devices.

*Gautam Medhi*  
16/05/2022

For Cinex Computers

**First Party Signature:**

Mr. Gautam Medhi  
Proprietor of Cinex  
Computers  
Gharpara Chuburi  
Near Photon Classes  
Tezpur-784001  
Assam



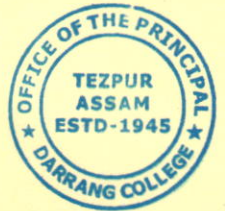
*Palash Moni Saikia*  
16/5/2022

For Darrang College

Principal  
Darrang College  
Tezpur, Assam

**Second Party Signature:**

Dr. Palash Moni Saikia  
Principal  
Darrang College  
Tezpur-784001, Assam



Witness:

1. *Satish*  
16/05/2022

2. *[Signature]*  
16/5/2022

### **Annexure-I**

The following items are the common electronic and electrical appliances which requires regular maintenance and also are sources of e-waste generated in the college

1. Laptop
2. Desktop
3. Printer
5. Scanner
6. Power bank
7. Headphones
8. Inverter
9. SMPS
10. Stabilizers
11. Keyboards
12. Mouse
13. Adapters
14. Modems
15. Ups/Online UPS
16. Other Electronic Equipment's