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**अखिल भारतीय तकनीकी शिक्षा परिषद्**  
**ALL INDIA COUNCIL FOR TECHNICAL EDUCATION**  
(भारत सरकार का एक सांविधिक निकाय) (A STATUTORY BODY OF THE GOVT. OF INDIA)

F.No. 06/01/HR-Engg/2006/01  
September 7, 2006

**LETTER OF INTENT**

**THE CHAIRMAN / PRESIDENT**  
Triveni Educational & Social Welfare Society,  
C/o Ramakrishna Sr Secondary School,  
M Block, Vikas Puri,  
Delhi - 110 018.

Sir / Madam,

**Sub: Issuance of Letter of Intent for the establishment of new DEGREE ENGINEERING institution in the name and style of Management Education & Research Institute, Khewat No. 31 & 33 Village Asanda, Tehsil Bahadurgarh Dist. Jhajjar Haryana.**

This is with reference to your application submitted to the All India Council for Technical Education (AICTE) for establishment of new technical institution.

The proposal was processed as per the procedures, guidelines, policies and norms and standards of AICTE and I am directed to convey the decision of the Council to issue the letter of Intent (LOI) for the establishment of new Degree Engineering institution in the name and style of Management Education & Research Institute, Khewat No. 31 & 33 Village Asanda, Tehsil Bahadurgarh Dist. Jhajjar Haryana. This Letter of Intent will be valid for three years from the date of issue.

To facilitate further processing of the proposal for grant of approval, you are now required to furnish the following documents in one lot at the respective Regional Office, AICTE, and your proposal would be processed subsequently.

- ✓ A registered undertaking on non-judicial stamp paper of not less than Rs. 100/-, stating that the Institution shall abide by all the Regulations, Guidelines, Norms and Standards of the Council as applicable from time to time.
- ✓ As per the new policy a 'Refundable Performance Guarantee Fee (RPGF)' in the form of a Demand Draft in favour of "The Member Secretary, AICTE", on any nationalized bank payable at New Delhi for an amount as applicable to the category of the institutions indicated below:

Category of the institution	Refundable Performance Guarantee Fee
Engineering & Technology (Degree)	Rs 35.00 Lakhs
Pharmacy / HMCT/ Architecture / Applied Arts & Crafts (Degree) / MBA / MCA	Rs. 15.00 Lakhs

This RPGF will be deposited in AICTE A/C at the Head Quarters, in the form of a Fixed Deposit for a period of at least 8 years. The interest accrued shall be remitted to the Institution on yearly basis strictly for the purpose of giving Scholarships and Books to meritorious but needy students. On successful completion of 8 years of existence, the Performance Guarantee Deposit will be released for the purpose of the development of the institution. However, the period of fixed deposit may be extended beyond the initial period of 8 years in case of failure to comply with the norms and standards / complaints against the institution.

- ✓ A non-refundable visiting fee of Rs. 50,000/- drawn in favour of The Member Secretary, AICTE on any nationalized bank payable at New Delhi.

इंदिरा गांधी खेल परिसर, इन्द्रप्रस्थ एस्टेट, नई दिल्ली - 110002  
Indira Gandhi Sports Complex, I. P. Estate, New Delhi-110 002

दूरभाष / Phone : 23392506, 63-65-68, 71, 73-75 फैक्स / Fax : 011-23392554  
वेबसाइट / Website : www.aicte.ernet.in



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**Your proposal will be processed only on fulfillment of the conditions mentioned above.**

Subject to the fulfillment of all the conditions mentioned above, an Expert Committee visit shall be arranged by the Council for verification of all the facilities required for establishment of a new institution.

The Visiting Expert Committee will verify the original documents and all the necessary infrastructure facilities required for establishment of a new institution as per norms of the Council as detailed below and also mentioned in the expert committee visit report.

- Original documents related to the land for the proposed institution and the other existing institutions (if any) for verification. Documents (khasra Plan etc.) to check continuity of land.
- Land use certificate for the entire land of the proposed institution.
- The site plan for the proposed land in relation to the adjoining built up structures, road etc.
- The building plan for the proposed institution clearly mentioning the survey numbers of the land area.
- Whether the land of the proposed Institution has been fully developed with clear demarcations, either by a boundary wall / barbed wire fencing and all weather approach road to the Institution.
- Availability of clear-cut demarcation of the built up space for the proposed institution from the built up space for the existing institution/s (if any in the same land/premises).
- Whether the building is complete in all respects including plastering, internal electrification and effective conduct of classes etc. at least adequate for first year of the programme.
- Whether Permanent electrical and potable water connection is obtained.
- Whether all the required furniture and fixtures are in place as per requirements.
- Whether books and Journals, as per Norms and Standards, have been procured, stamped and entered in the Accession Register.
- Whether equipment, as per syllabus of first year, has been procured and is ready for use.
- Whether copy of advertisement for recruitment of faculty, composition and proceedings of selection committee meeting are available.
- Whether Director / Principal has been appointed, and faculty identified and their consent letter for joining the institution obtained.
- Whether adequate operational funds as per AICTE norms are available in the form FDR/ Savings Account/Current Account in the name of the Society/Trust for all the institutions run by the Trust.

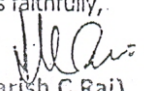
The Expert Committee while examining the infrastructure / facilities will verify as to whether the development is in consonance with the proposal in the DPR and shall get a complete video CD of all the facilities.

The Expert Committee report shall be processed as per the revised Approval Process and the final decision for grant of approval or otherwise shall be communicated to all the concerned by AICTE, subsequently.

**The applicant Trust / Society is hereby informed that issuance of LOI by AICTE does not entitle it automatic grant of Approval. The proposed institution cannot commence any educational activity and admit students based on LOI.**

Thanking you,

Yours faithfully,

  
(Prof. Harish C. Rai)  
Adviser (E&T)

Copy to:

- The Regional Officer, AICTE, North West Regional Office, AICTE, 1310 A, Sector 42 B, Chandigarh-160036.
- The Commissioner and Secretary, Technical Education, Govt. Of Haryana, Secretariate, Chandigarh-160001.
- The Registrar, M D University, Rohtak.
- Guard File, Bureau, AICTE, New Delhi.