



# MEMORANDUM OF UNDERSTANDING

Between

Tirumala Tirupati Devasthanams

**SRI VENKATESWARA COLLEGE**

University of Delhi, India

&

**GREEN-O-TECH  
INDIA**

One step towards waste to wealth

for

**PAPER RECYCLING**

**PROF . C . SHEELA REDDY**

Principal

Sri Venkateswara College  
University of Delhi , India

**AMIT KUMAR**

Manager - Marketing  
Green-O-Tech , India









Contract No. Green-O-Tech/2021-22/DL320

“CONTRACT FOR WASTE PAPER RECYCLING”

Between

**Sri Venkateswara College**

Dhaura Kuan Enclave I, Dhaura Kuan,  
New Delhi, Delhi 110021

And

**M/s. GREEN-O-TECH INDIA**

B1/13, 3rd Floor, Raghu Nagar,  
Near Janak Cinema, New Delhi-45



**Green-O-Tech India**<sup>®</sup>

One Step Towards Waste to Wealth<sup>®</sup>

Corporate Office : B-1/13, 3rd Floor, Raghu Nagar Near MRF Show Room, New Delhi-110045 (INDIA)  
Tel. : +91-78400-24848, 78400-34848, • Email: info@greentech.in • Website : greentechindia.com



## BARTER AGREEMENT FOR WASTE PAPER RECYCLING

THIS BARTER AGREEMENT FOR WASTE PAPER RECYCLING (hereinafter referred to as "Agreement") is made and entered into on this 8th day of FEB , 2022 (hereinafter referred to as "Effective Date")

BY AND BETWEEN

BETWEEN

**Sri Venkateswara College, University of Delhi**, a college registered under the societies Act, having its office at Dhaula Kuan Enclave I, Dhaula Kuan, New Delhi, Delhi 110021, **India** through Authorized Signatory (Hereinafter referred to as the ""First Party", which term or expression shall unless excluded by a repugnant to the context mean and include their heirs, executors, administrators, legal representatives and assigns) of the one part.

AND

**M/s. Green-O-Tech India**, a proprietorship company having office at B1/13, 3rd Floor, Raghu Nagar, Near Janak Cinema, New Delhi-45, through Authorized Signatory (Hereinafter referred to as the "Second Party", which term or expression shall unless excluded by a repugnant to the context mean and include their heirs, executors, administrators, legal representatives and assigns) of the second part.

WHEREAS **Sri Venkateswara College, University of Delhi**, is desirous to get the Waste paper solutions services, as specified by **Sri Venkateswara College University of Delhi** which includes the waste paper recovery/ collection from their sites and recycle the same.

AND WHEREAS **M/s. Green-O-Tech India** is involved in the business of Waste paper recycling, which includes the collection of waste from site, recycle the same and deliver specific recycle stationery products (Annexure – I attached).

AND WHEREAS **M/s. Green-O-Tech India** has offered the services to **Sri Venkateswara College, University of Delhi**, and **Sri Venkateswara College, University of Delhi**, has agreed to accept such services from **M/s. Green-O-Tech India**, as per the terms and conditions contained hereinafter.

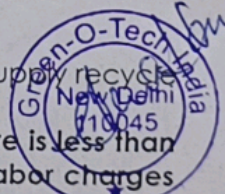
### TERMS AND CONDITIONS

#### Part 1 Term of Agreement:

This agreement shall be made effective from the date mentioned above and shall continue for a limited period of one year. This agreement gets automatically renewed every year unless an advance written notice of 30 days is given by one party to the other party of its intention of not renewing the agreement.

#### Part 2 Services:

- (a) Second party shall collect the waste paper from said sites of the First Party and supply recycle stationery products as specified in Annexure-I to the first party.
- (b) **Second Party required min. quantity of 300 Kg waste paper in one lot and if there is less than 300 kg then second party will charge Rs.1000/- per visit as transportation and labor charges which will be paid by client or adjust into the quantity of free products (As per retail cost of these products)..**



*udh*



- c) First Party takes responsibility that all the waste paper which they had collected from their site or offices will be properly organized and **collected on one place.**
- (d) First Party assure and take responsibility that the waste paper which they are providing to Second Party for recycling does not include or effected with any kind of acid or chemical or any other thing which directly or indirectly affect human or environment.
- (e) The Second Party shall collect the waste paper as per decided schedule on the bases of mutual understating by both parties and Second party shall deliver the recycled products as per First Party requirement within 10 to 15 working days and if First Party need any customization on products delivery period will increase accordingly.
- (f) The Second Party shall deliver or offer only specific quantity of recycle stationery product (Annexure – I attached) to First Party and the quantity always depends up on the volume of waste paper recycled through Second Party. Quantity of free products will depend upon market scenario, as and when market rates for required material or resources for recycle products will increase or decrease, the quantity of free products will also increase or decrease. The Second Party shall intimate the First party 15 days before any change in the quantity of free products.

### **Part 3 Other Services**

- a) If First Party recycles 100Kg waste paper, corrugated box and plastic through Second Party then Second Party plants a tree free of cost for First Party (plantation circle is yearly bases)
- b) Location and period for plantation will be defined by second party and first party will be communicated 10 to 15 days before the plantation.
- c) All free products offered by Second Party are without any printing or customization. Such requirements should be chargeable or adjust into the quantity of free products (In single colour printing the quantity of free products reduced by 10% and in multi-colour printing it will reduce by 20%).
- d) In case of customization minimum quantity of any product should be 300 in Nos. and clients have to take first those all customized products, before putting another requirement for any different product.

### **Part 4 Relationship:**

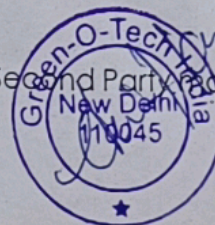
Second Party asserts that it is an independent service provider, which offers its services to other organizations as and when required. This agreement does not constitute joint ventures or agency relationship between Second Party and "First Party". "First Party" agrees that it will have no right to control or direct the details, manners or means which Second Party uses to accomplish the results of services performed.

### **Part 5 Termination:**

"First Party" may terminate this agreement by giving 30 days' notice at any time. Second Party may as well terminate this agreement with 30 days prior notice.

### **Part 6 Settlement of Disputes and Governing Law**

- a) Any disputes and differences arising out of or relating to this Agreement including interpretation



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Terms will be resolved through joint discussions of the Head-Administration of the concerned Parties. Any dispute, difference or question that is not resolved through joint discussions, within 15 days of its having arisen, shall be referred to a mutually acceptable sole arbitrator, and if no sole arbitrator is consented to by the parties, then one arbitrator each shall be appointed by both the parties and presiding arbitrator shall be appointed by the two arbitrators so appointed. The proceedings shall be held in New Delhi, in accordance with the provisions of the Arbitration and Conciliation Act, 1996 and the rules made there under, as amended from time to time. The award of the sole arbitrator/Arbitral Tribunal shall be final and binding on the parties.

- e) This agreement shall be governed by and construed in accordance with the laws of India. The Parties agree to the exclusive jurisdiction of the courts located in Delhi.
- f) First Party will not demand for money against the waste paper at any time of period or during settlement, all settlements or disputes will be resolve on the bases and according to the quantity of products which Second Party had offer and accepted by First Party.

**Part 7 Confidentiality:**

Second party didn't take any kind of responsibility/ liability of data or confidential documents. The document which are more confidential for that first party have to get Shredded or tear it into 2-3 pieces before delivering to second party for recycling.

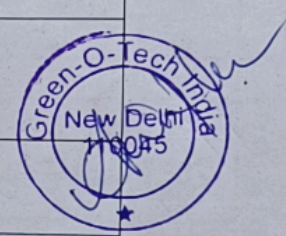
**Part 8 Force Majeure**

Neither Party shall be in breach of its obligations under this Agreement or be liable for delay in performing its obligations hereunder to the extent, such failure or delay to perform its obligations results from storm, lightning, floods, any governmental act, fire, earthquake, explosion, accident, industrial dispute, civil commotion, and other acts of God beyond the control of affected Party ("Force Majeure). The Parties shall use all reasonable endeavors to minimize any such delay caused due to Force Majeure event, upon cessation of the event, giving rise to delay, the Parties shall insofar, as may be practicable under the circumstances, complete performance of their respective obligations hereunder.

**Part 9 Amendment**

No variation, amendment, modification or addition to this Agreement shall be effective or binding on either of the Parties unless set forth in writing and executed by them through their authorized representatives.

Type of Waste Paper	Its Category
White Office Paper Old Records (White Paper in recyclable condition), Answer Sheet	A
Notebook & Books Magazines & Brochures, Newspaper, Shredded White Paper (Long Strips)	B
corrugated box /Cartoon Boxes, Mixed Paper (In recyclable condition), Shredded White Paper (Medium Strips)	C



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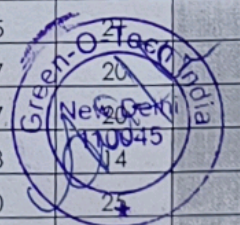


are enclosed for use at concerted places: -

Annexure - I

List of Products offers along with the quantity of offer products

Nature of Product	Product name	Volume of pick up (kg)	Free Product Quantity (NOS)			Tree Points on 100 kg
			A	B	C	
Conference Pad	Conference Pad 5 pages	100	110	80	40	1
	Conference Pad 10 pages	100	100	70	35	1
	Conference Pad 15 pages	100	90	65	33	1
	Conference Pad 20 pages	100	85	60	30	1
Spiral Pad	Spiral Pad (60 pages), A5 size	100	50	40	28	1
	Spiral Pad (80 pages), A5 size	100	43	35	25	1
Spiral Book	Spiral Book (60 pages), A6 size	100	43	35	25	1
	Spiral Book (80 pages), A6 size	100	40	33	20	1
	Spiral Book (80 pages), A4 size	100	27	20	10	1
file	Cobra File	100	60	45	30	1
Copier Paper 75 GSM (Reams)	Copier Paper 75 GSM (Reams)	100	5	4	3	1
Pen	Eco Pen- Ball G-9	100	125	95	75	1
	Seed Pen G-10	100	100	75	60	1
	Eco Pen-Plastic Free G-11	100	95	70	66	1
	Eco Seed Pen-Plastic Free G-11s	100	80	60	45	1
Eco diary	Eco Spiral Diary	100	15	10	8	1
	Paper Pen Stand	100	17	11	8	1
	Slip Box	100	10	7	5	1
	Tea Coaster (6 Pcs. Set)	100	30	20	13	1
Penciles	Pencil Green Angel	100	240	180	120	1
	Seed pencil	100	120	80	60	1
(Paper Envelops)	Standard (4.5X10") White (Paper Envelops)	100	600	400	350	1
	Standard (4.5X10") Brown(Paper Envelops)	100	600	400	350	1
	Standard (5X11") yellow (Paper Envelops)	100	480	320	285	1
	A4 Size (10 X 12") White (Paper Envelops)	100	350	250	225	1
	A4 Size (10 X 12") Brown(Paper Envelops)	100	400	265	235	1
	A4 Size (10 X 12") Yellow(Paper Envelops)	100	300	200	180	1
Ans.sheet	6 sheets	100	250	180	162	1
	4 sheets	100	330	270	253	1
	2 sheets	100	570	435	379	1
Note book regular	note book 120 pages (eco kids)	100	47	37	18	1
	note book 100 pages (eco kids)	100	51	41	19	1
	note book 80 pages (eco kids)	100	55	45	20	1
Eco Sticky	stickys multi color 3x3	100	34	27	14	1
	stickys single color 3x3	100	34	27	14	1
	stickys single color 3x4	100	23	18	9	1
	stickys multi color 3x2	100	45	30	14	1
Markers	Permanent ER Marker Pen- BM-101	100	50	40	30	1



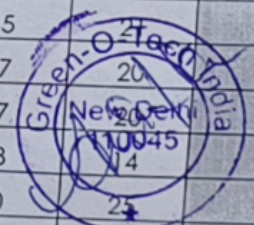
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	stickys single color 3x3	100	34	27	20	1
	stickys single color 3x4	100	23	18	14	1
	stickys multi color 3x2	100	45	30	23	1
Markers	Permanent ER Marker Pen- BM-101	100	50	40	30	1



*Handwritten signature*



	Permanent ER Marker Pen : BM- 100	100	40	32	24	1
	Whiteboard Marker Pen: BM-111	100	40	32	24	1
	Whiteboard Marker Pen : BM-40	100	50	40	30	1
	Hi-liter MarkerPen- BM-52R	100	50	40	30	1
	BM OHP & CD Marker Pen :BM-30	100	100	80	60	1
JUTE BAGS	Size-10x12x5"	100	18	14	9	1
	Size-12x15x5"	100	16	12	8	1
CANVAS BAGS	Size-16x13x5	100	14	10	7	1
	SIZE-12X15"	100	21	16	10	1
	SIZE-12X10"	100	28	21	14	1

This Agreement has been executed by authorized signatories of the respective parties on the date and year first written above.

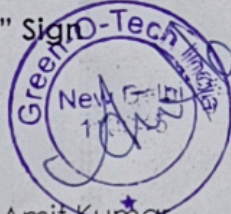
**"First Party" Sign**

Signed: *C. Sheela Reddy*  
 PRINCIPAL  
 Sri Venkateswara College  
 Dhaula Kuan, New Delhi-110021  
 Name: *Prof. C. Sheela Reddy*

Title:

Date: *08/02/2022*

**"Second Party" Sign**

Signed:   
 Name: Amit Kumar

Title : Manager (Marketing)

Date: *08/02/2022*



# GREEN-O-TECH INDIA™

...waste paper recycler

Office : B1/13, 3rd Floor, Raghunagar, Near MRF Showroom, New Delhi 110045

Ph. : +91 - 8510001902, 8510001906 Email : info@greenotech.in website : www.greenotechindia.com

S. No. 1413

Dated : 17/12/22

Company / Client Name

Sri Venkateswara College

Address

South campus

Job work for

:

—

Quantity of Waste Paper (Kg)

:

902 kg

Handover by

Name

: Dr. Asli Seherawat

Department

: Eco Club

Mobile / Phone

: 9582189113

Signature

: 

Received by

Name

: Parkay

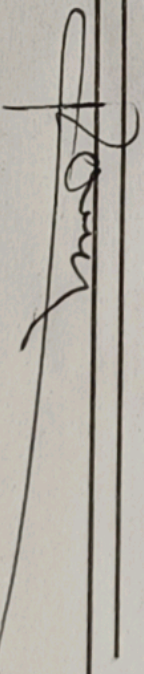
Department

: AP Staff

Mobile / Phone

: 8700885691

Signature

: 





**SRI VENKATESWARA COLLEGE  
(UNIVERSITY OF DELHI)**

**EVENT REPORT**

<b>NAME OF THE EVENT: Paper Recycling: Waste Management Initiative</b>			
<b>DATE</b>	<b>DEPARTMENT</b>	<b>COMMITTEE/SOCIETY</b>	<b>COORDINATORS NAME</b>
17.02.2022	Eco-Club, Zoology	Eco-Club	Dr. Aarti Seherawat
<b>TIME</b>	<b>VENUE</b>	<b>NUMBER OF PARTICIPANTS</b>	<b>NATURE: Outdoor/Indoor; online/offline/hybrid</b>
11 am-3pm	SVC	-	Outdoor
<b>FINANCIAL SUPPORT/ASSISTANCE (if any):</b>	Nil		

**BRIEF INFORMATION ABOUT THE ACTIVITY**

<b>TOPIC/SUBJECT OF THE ACTIVITY</b>	Paper Recycling: Waste Management Initiative
<b>OBJECTIVES</b>	Waste Management Initiative
<b>METHODOLOGY</b>	Collection of Paper waste from various departments of SVC College
<b>INVITED SPEAKERS WITH AFFLIATION DETAILS ( IF ANY)</b>	Green-O-Tech India
<b>OUTCOMES</b>	902 kg of paper waste was collected and sent for recycling.



**PROOFS & DOCUMENTS ATTACHED (Tick mark the proofs attached):**

1 Notice & Letters √	2 Number of Participants & Name of participants	3 Video clip	4 Photos √	5 Feedback Form & analysis
6 News clip with details	7 Sample Copy of the Certificate	8 Posters/ Invites √	9 Event report Attested by Event Coordinator & IQAC Coordinator √	10 Any other document

IQAC Document No: IQAC/SVC/2021-22/ECO/MoU Green-o-tech/01	Criterion No:
Departmental file no: SVC/2021/ECO/MOUGreen-O-Tech01	IQAC file No: SVC/2021-22

NAME OF TEACHER & SIGNATURE	NAME OF HEAD/ COMMITTEE INCHARGE & SIGNATURE	IQAC COORDINATOR (SEAL & SIGNATURE)
Dr. Aarti Seherawat	Prof. Vartika Mathur	

## For Reference

Criterion I	Curricular Aspects (planning & Implementation)	Criterion V	Student Support & Progression
Criterion II	Teaching Learning & Evaluation	Criterion VI	Governance
Criterion III	Research, Innovations & Extension	Criterion VII	Institutional Values & Best Practices
Criterion IV	Learning Resources and Infrastructure		





**ECO CLUB**  
 Sri Venkateswara College, Delhi University  
*in collaboration with*  
**GREENO TECH INDIA**  
*presents*  
**PAPER RECYCLING**  
**"DO YOUR PART IN SAVING THE ENVIRONMENT"**

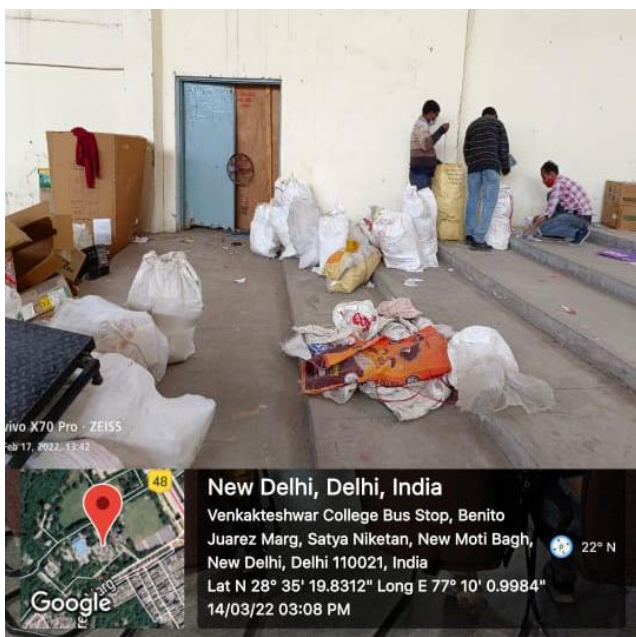
Exciting goodies will be provided to the contributors

Recycled products

Prof. C. Sheela Reddy  
Principal  
Sri Venkateswara College

Dr. Vartika Mathur  
Convener  
Eco Club, SVC

Dr. Aarti Sheerawat  
Coordinator  
Eco Club, SVC





Initiating towards Paper Recycling - reg - aartiseherawat@gmail.com - Gmail - Google Chrome

mail.google.com/mail/u/0/?ui=2&view=btop&ver=ops2cvpehp6&q=paper%20re&search=query&th=%23thread-f%3A1719373070982959607&cvid=1

Initiating towards Paper Recycling - reg Inbox x

**Prof. C. Sheela Reddy Principal** <principal@svc.ac.in> Fri, Dec 17, 2021, 11:48 AM ☆ ↶ ⋮

to 16sharma.pankaj.new, 29.aditi, Aanchal, me, Abhishek, aditiikoth, ajaibmolbio, Aashish, Ajit, akankshachem05, Akash, Anunay, aksharaasmita, Alok, amanprism, Amarjeet, A

**Dear Colleagues,**

**Greetings!**

**As you are aware that the college is committed towards adopting and practising environment friendly measures. Installation of solar panels, e-waste collection bin, converting leaf-litter into compost by Vermicomposting and initiating the process of Rain Water Harvesting pits are some of the measures the college has undertaken in recent past.**

**The college intends to recycle waste paper. Eco Club of the college has taken lead in this regard and is in talks with Green-o-Tech, India and working out modalities for the same. It will be appreciated if all the departments can come forward and be a part of this initiative. We are glad to share that in exchange of the waste paper many exciting eco-friendly products (stationary items, jute bags, folders, notepads and many more) can be prevailed.**

**You are requested to submit/keep waste paper in the auditorium or contact Mr. Sandeep for the same on or before 15<sup>th</sup> January 2022.**

**Before segregating the documents, the terms and conditions as notified in the office order number SVC/Admn/2021/P/1731 titled 'Preservation and Retention of records', may kindly be followed.**

**For any clarification you may contact Aarti Seherawat (9582189113, [aartiseherawat@gmail.com](mailto:aartiseherawat@gmail.com)).**

Search mail

**Prof. C. Sheela Reddy Principal** <principal@svc.ac.in> Jan 24, 2022, 1:18 PM ☆ ↶ ⋮

to Teacher, Sandeep, me

**Dear Colleagues,**

**Greetings!**

**Forwarding the mail which is again a gentle reminder for initiating action towards paper - recycling by respective Departments. Though many departments have responded to the mail, only two( Mathematics and Zoology) have submitted the waste papers, which we really appreciate..**

**We request other departments to take time out of their schedule and do the needful as early as possible.**

**Sandeep,**

**May coordinate with TICs and facilitate the process.**

**For any clarification you may contact Dr. Aarti Seherawat, Member, Eco Club, SVC (9582189113, [aartiseherawat@gmail.com](mailto:aartiseherawat@gmail.com)).**





## PICK-UP TEAM DETAILS Inbox x



**AMIT KUMAR** <amit.kumar@greentech.in>  
to me, crm.team

Thu, Feb 17, 10:10 AM

Dear Ma'am,

I hope you are doing well...

Please find below the detail of team which is coming for pickup.

Kripa Shankar  
Pankaj Namdev  
Vehicle no- DL 1L AE 9800

Thanks

**Amit Kumar**  
Manager - Marketing  
**Mobile:** +91 8510001902

**Green-O-Tech India™**  
*(One Step Towards Waste to Wealth™)*  
B-1/13, 3<sup>RD</sup> Floor, Raghu Nagar,  
Near MRF Showroom, New Delhi-110045  
[www.greentechindia.com](http://www.greentechindia.com)





1961 - 2021

Tinapani Tinapani Desambaram

Sri Venkateswara College

(University of Delhi)

## **CERTIFICATE**

This is to certify that Paper Recycling: A Waste Management Initiative was successfully conducted on 17<sup>th</sup> February 2022 from 11:00 am – 3:00 pm by Eco Club, SVC in the offline mode and its event report has been submitted to IQAC for record.

**IQAC Coordinator**

Coordinator, IQAC  
Sri Venkateswara College  
(University of Delhi)  
Dhaura Kuan, New Delhi-110021

**Principal**

PRINCIPAL  
Sri Venkateswara College  
Dhaura Kuan, New Delhi-110021