



महाराष्ट्र MAHARASHTRA

2023

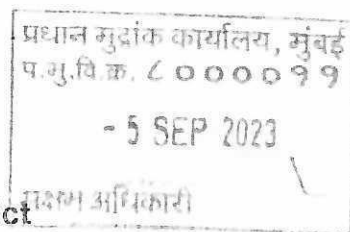
CB 566590

*Memorandum of Understanding
Between*

The District Collector, Mumbai Suburban District

&

School of Economics & Public Policy, University of Mumbai, Mumbai



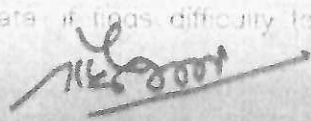
महाराष्ट्र शासन

This Memorandum of Understanding (MoU) is made and entered into on dated --/09/2023 between the Collectorate of Mumbai Suburban District, hereinafter referred to as "the district," represented by Dr. Rajendra Bhosale, Collector, Mumbai Suburban District, Maharashtra, and Mumbai School of Economics & Public Policy, Department of Economics, University of Mumbai, Ranade Bhavan, Third Floor, Vidyanagari, Kalina, Mumbai hereinafter referred to as "the Institute," represented by Registrar, University of Mumbai.

WHEREAS the Government of Maharashtra aims to achieve the target of becoming a USD 1 Trillion Economy by 2028, and the preparation of a District Strategic Plan (DSP) is a crucial component of this endeavour;

WHEREAS, the Institute, renowned for its expertise in policy research and advisory services, has the necessary resources and knowledge to support and advise the district in preparing the District Strategic Plan (DSP) for selected sectors/sub-sectors.

- d. Identification of the stakeholders related to sectors/subsectors of the district economy, enabling DLEC for interactions with them for inclusion of their views on accelerated growth of the sector/subsector.
 - e. Identification of growth drivers for deliverables in sector/sub-sectors with self-assessment and aim to classify sub-sectors under headings such as 'Growth' and "Aspirational", based on the ecosystem support that exists in the district.
 - f. Time-bound action plan to define a "SMART" short, medium, and long-term action plan, including objectives, initiatives, budgetary provisions, timelines for executions, completions, and policy reforms for each sub-sector identified. Prioritization of action plan/programmes to align them with the Government of Maharashtra and Government of India priority plans.
 - g. Identify policy gaps that would be detrimental to the growth agenda and bring them to the notice of policy makers in the State.
 - h. Institute shall collaboratively plan, schedule and organize workshops, expert sessions and stakeholder dialogue sessions as required to achieve project goals. They will have a responsibility, for coordinating and allocating resources.
 - i. Establish a procedure, for monitoring evaluating and assessing the progress and results of the project. The specifics of this procedure such, as the frequency and methods of assessment will be decided together. Recorded in a Monitoring and Evaluation Plan, this plan will be a component of the Memorandum of Understanding (MoU).
3. **Timeline:** The preparation of the District Strategic Plan (DSP) for Mumbai Suburban District shall be completed within a timeline of three Months from the effective date of this MoU.
 4. **Confidentiality:** Both parties i.e., the District and the Mumbai School of Economics & Public Policy, Mumbai maintain the confidentiality of any sensitive information shared during the course of their engagement and shall not disclose it to any third party without prior written consent.
 5. **Intellectual Property:** Any intellectual property developed during the course of this engagement shall be jointly owned by the District and the Institute, and both parties shall have the right to use and disseminate it for non-commercial purposes.
 6. **Reporting:** The Institute shall report regularly (approx. every 15 days) to the district, highlighting the achievements, challenges, and recommendations during the preparation of the District Strategic Plan (DSP).
 7. **Provision of Data:** The district shall provide the required data sets to the Institute which will help the Institute to adhere to the project within an agreeable timeline. The institute shall reach out to the respective departments for procuring data, if finds difficulty to get it from the department then institute shall report to the district.





8. **Review and Modification:** This MoU may be modified or amended by mutual consent of both the parties in writing.

9. **Termination:** Either party may terminate this MoU by providing written notice of termination to the other party at least 15 days prior to the intended date of termination.

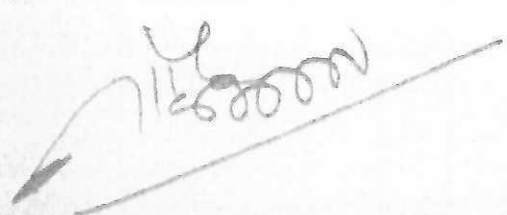
10. There shall be no financial liability on the University of Mumbai

11. Terms and Conditions

It is agreed between both the parties to this agreement and binds themselves to the following terms and conditions.

- i. It is mandatory to submit the final DSP report in English language within the time period as per timeline.
- ii. The sanctioned amount Rs 33.74,210 is inclusive of all taxes as of now.
- iii. It is mandatory to keep all the collected information confidential before publishing the report.
- iv. No interest will be payable in case of delay in disbursement of funds due to lack of funds.
- v. The expenditure items budgeted in the Budget Table 1.1 as per the heads of expenditure may be changed as per the actual requirement of each of the Research Activity. It means the interchanges in the respective Budget Heads shall be done if required during the actual course of the Project Work.

12. All rights of relaxation from the terms and conditions are reserved by the District Collector, Mumbai Suburban District and it is mandatory for the second party. If some disputes arrive then the decision of the Collector, Mumbai Suburban District is final. And if any legal matter arrives regarding this topic, it will be solved under the Mumbai Suburban District Jurisdiction Only.



a) Table 1.1 Budgetary Provision:

Tentative Budget for Mumbai Suburban DSP	
Budget Heads	Amount (Rs.)
Travel	2.00,000
Honorarium: Rs. 50,000 p.m for 2 team members (3 months)	3.00,000
Principal Advisor @ 50,000 p.m (3 months) (Expert in Urban Economics and Urban Policy)	1.50,000
Project Data Manager @50,000 p.m (3 months)	1.50,000
Research Associate (2 nos) @ 40,000 p.m (3 months)	2.40,000
Research Assistant- 3 RAs for field work: in house data processing (@30,000 p.m for 3 months)	2.70,000
Subscription of Online Database like Districts of India Database	50,000
Printing, stationery and translation	2.50,000
Stakeholder discussions/workshops	2,00,000
Consultants/Sector Specialists/Experts (@10,000 per meeting)	5.00,000
Contingency/Miscellaneous	2.00,000
Administrative and Accounts Asst @ 30,000 p.m (3 months)	90,000
Office Assistant @ 20,000 p.m. (3 months)	60,000
Total (excl. overheads)	26,60,000
Institutional Overheads (7.5%)	1,99,500
Total including overheads for university	28,59,500
GST @18%	5,14,710
GROSS TOTAL	33,74,210

b) Table 1.2 Schedule for the Disbursement of Instalments:

Sr No	Work Stages	Proportion of Payments for Expenses (%)
1	1 st Tranche: 15 days after signing of MOU	25%
2	2 nd Tranche: 1 month after 1 st Tranche (end of 1.5 months)	25%
3	3 rd Tranche: 1 month after 2 nd Tranche (End of 2.5 months)	25%
4	4 th Tranche: 15 days after 3 rd Tranche – on submission of Final Report (End of 3 months)	25%

[Signature]

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c) Time Frame/Project Timeline (Gantt Chart):

Stages	Work Details	Timeline				
		Month 1	Month 1.5	Month 2	Month 2.5	Month 3
Stage 1: Setting up an infra, FGD, Stakeholders meetings/workshops	Hiring and appointments of resources, experts, consultants					
	Identification of Subject Experts, Ket stakeholders across the identified sub-sectors					
	Organisation Workshop, Focussed Group Discussions, Stakeholders Discussion					
	SWOT Analysis, draft Vision, Mission Statements for DSP					
Stage 2: Sector wise Data Acquisition, preparation of projections,	Data Acquisition from the district and field, Data tabulation and processing					
	Preparation of sector profiles, Situation analysis					
Stage 3: Data Processing and Drafting	Draft DSP with defining sectoral growth strategies					
	Draft Action Plan					
	Design the Monitoring & Evaluation process					
Stage 4: DSP Submission	Finalisation of DSP and Action Plans					

7/12/2000

SP

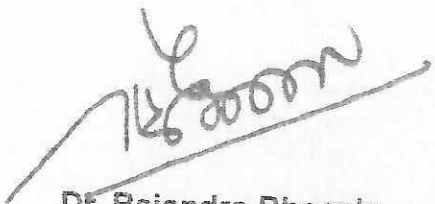
d) Team of Researchers and Experts for DSP Project

Sr. No.	Name of the Researcher/Expert	Area of Expertise	Contact Details
1.	Prof. Manisha Karne (Director, MSEPP)	Development Economics	9320312580 manisha.karne@gmail.com
2.	Prof. Mala Lalvani (Project Co-ordinator)	Public Finance	9969722289/9324054957 mala.lalvani@gmail.com
3.	Prof. S.K. Kothe (team member)	Economics of Services	9699200509 kothesk@gmail.com
4.	Principal Advisor	Expert in Urban Economics and Urban Policy	
5.	Consultants/ Sector Specialists	As per requirement	

IN WITNESS WHEREOF, the undersigned representatives of the District and the Institute, duly authorized, have executed this Memorandum of Understanding as of the date first written above.

For the District:

For the Institute:


Dr. Rajendra Bhosale
 Collector,
 Mumbai Suburban District,
 Maharashtra
 Collector
 Mumbai Suburban District




Prof. Sunil Bhirud
 I/C Registrar
 University of Mumbai,
 Mumbai
 Registrar
 University of Mumbai
 Fort, Mumbai-400 032.

Witness 1

Signature



Name

Sanjaykumar K. Shinde

Designation

District Planning Officer, Mumbai Suburban

Witness 2

Signature



Name

Mala Lalvani

Designation

Professor, Mumbai School of Economics and Public Policy