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UNIVERSITY GRANTS COMMISSION  
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To

The Registrar  
Dibrugarh University  
Rajabheta, Dibrugarh-786004  
( Assam)

**Sub: Inviting proposals from Colleges for the (1) Scheme for organizing Conferences, Workshops and Seminars in Colleges; (2) Minor Research Projects for Teachers; and (3) Construction of Women's Hostel during Twelfth Plan.**

Sir/Madam,

Kindly refer to the subject mentioned above. In this context, I shall be obliged if you could bring this to the notice of the Colleges (*included under 20 and declared fit to receive central assistance under section 12 B of the UGC Act 1956*) under your jurisdiction/purview that proposals, complete in all respects may reach the UGC, North Eastern Regional Office, Guwahati by August 01, 2014.

- (1) **The following documents/information is required for organizing Conferences, Workshops and Seminars in Colleges:**
- (i) Annexure-I, duly complete in all respects.
  - (ii) If International activity clearance from Government of India should be obtained and give resources for International travel.
  - (iii) A letter from academic association/academic body or academic/professional institution association of business/industry, voluntary organization, NGO, registered society/trust, must be furnished with the application, in case of collaboration.
- (2) **The following documents/information is required for Minor Research Projects for Teachers (permanent/regular):**
- (i) Annexure-I, duly complete in all respects.
  - (ii) Annexure-VIII (Assessment Certificate).
  - (iii) Teachers with ongoing project shouldn't apply.
  - (iv) After completion of one project (date of finalization of accounts of the project), if a teacher desires to undertake another project from UGC or any other project agency, a gap of one year will be necessary.
  - (v) Before submitting to the UGC the concerned institute should get the proposal assessed by their Research bodies with a certificate that the proposed research work is in conformity with the MRP guidelines

**(3) The following documents/information is required for the Scheme of Construction of Women's Hostel:**

- (i) Annexure—I, Annexure—II & Abstract of the Estimates);
  - (ii) Rate Conformity Certificate;
  - (iii) Plan approved by the local authority;
  - (iv) Plan (blue print) duly signed by a qualified Engineer/Registered Architect and countersigned by the Principal;
  - (v) Detailed Estimates duly signed by a qualified Engineer/Registered Architect and countersigned by Registrar/Principal;
  - (vi) Composition of Building Committee (Committee may be formulated as per Twelfth Plan Building Guidelines);
  - (vii) (a) A Certificate from the Principal to the effect that the Plan & Estimates of the Building has been approved by the Building Committee;  
(b) A Certificate from the Principal to the effect that the Plan & Estimates are In conformity with the norms as suggested by the Commission and the rates are as per CSR of the Region;
  - (viii) A copy of the Building Committee resolution, duly signed by the members present, indicating the covered area in sq. meter, cost per sq. meter, basis of the estimates on the basis of current schedule of rates of the project, period for the completion, and likely date of starting the construction;
  - (ix) Land ownership and possession certificate from the Principal;
  - (x) Mode of Construction viz. through Contractor, Deposit work with PWD/CPVVD/equivalent Govt. agency/Public Sector Undertaking or by the College itself provided the College appoints competent, authorized persons to supervise the work;
  - (xi) A Certificate from the competent authority (Principal) that the expenditure over and above UGC grant, if any, will be met by the College from its own resources and the construction will not be delayed for want of extra funds;
  - (xii) A Certificate from a qualified Engineer/Registered Architect regarding the structural soundness of the existing structure to bear the load of the proposed building, in case it is going to be constructed/(or extended) upon the ground floor building, now or in future (not applicable for new construction, starting from ground floor); and
  - (xiii) Soil Report from a qualified Engineer for new construction, starting from ground floor.

The Guidelines of the above mentioned schemes may be seen at the website of the UGC, [www.ugc.ac.in](http://www.ugc.ac.in).

Yours faithfully,

(Dr. Moharnm Arif)  
Joint Sersretary