

# MEMORANDUM OF UNDERSTANDING (MoU)

Between

**Gyan Bharatam**

(Ministry of Culture, Government of India)



संस्कृति मंत्रालय  
MINISTRY OF  
CULTURE

&

**Central Sanskrit University, New Delhi**

(Established by an Act of Parliament Under the Ministry of Education,  
Government of India)



**Date:** 16<sup>th</sup> January 2026

at

**Ministry of Culture, Government of India**

**Shastri Bhawan, New Delhi**

**Memorandum of Understanding between  
Gyan Bharatam  
Ministry of Culture, Government of India**

&

Select the mode of the centre (any one)

1. Designated as Cluster Centre



2. Designated as Independent Centre



This Memorandum of Understanding (MoU) is made and entered into on **Wednesday 14<sup>th</sup> January 2026** by.....  
and between the Gyan Bharatam (GB), Ministry of Culture (MoC), Government of India, having its office at Jeevan Bharati Building, Tower-1, 8<sup>th</sup> floor, Connaught Place, New Delhi -110001, hereinafter referred to as “GB” (which expression, unless repugnant to the context, shall include its successors, agents, and assignees), of the one part;

AND

.....**Central Sanskrit University, 56-57, Institutional Area,**  
.....**Janakpuri, Delhi - 110058.**.....

(Name and Place of the Institution/Organization), designated as a Cluster Centre or an Independent Centre of Manuscript under the Gyan Bharatam, Ministry of Culture, hereinafter referred to as the “Second Part”), as prescribed in the MoU with Gyan Bharatam, Ministry of Culture.

- In the case of a **Cluster Centre**, the institution shall be responsible for executing all manuscript-related activities of its own centre, as well as those of its designated Cluster Partner Centre(s), up to a maximum of twenty (20).
- In the case of an **Independent Centre**, the institution shall be responsible for executing all manuscript-related activities pertaining solely to its own collection.

**Preamble**

*Gyan Bharatam (GB) is a flagship initiative of the Ministry of Culture (MoC), Government of India, aimed at the identification, documentation, conservation, digitization, preservation, and promotion of India's vast Manuscript Heritage. This provides a National platform to disseminate*

*the cultural and intellectual wealth embedded in Indic Manuscripts across different scripts, dialects, languages, regions, and traditions, while highlighting their Scientific and Contemporary Relevance. Gyan Bharatam, Ministry of Culture, is committed to the national vision of preserving and establishing a dedicated digital platform to share India's manuscript heritage across the globe, named the **National Digital Repository (NDR)**, thereby securing this timeless legacy for scholarly exploration and preservation of invaluable Manuscript Heritage.*

Whereas, the **Cluster Centre / Independent Centre**.....

.....  
has expressed its interest and commitment to collaborate with GB, MoC as a designated Cluster Centre/ Independent Centre, it agrees to take the responsibilities and activities outlined under the five core verticals of the Gyan Bharatam (GB) namely, **Survey & Cataloguing, Conservation & Capacity Building, Technology & Digitization, Linguistics & Translation, and Research, Publication, and Outreach**, submit report in both print and electronic media for all the verticals after getting Quality Check Verification by Third Party Agency (as recommended by GB, MoC),

Now, therefore, **both parties hereby agree to the following terms and conditions in their respective scope of work for the effective execution of this partnership.**

#### **A. Gyan Bharatam**

Gyan Bharatam (GB), Ministry of Culture, shall provide the overarching framework, guidance, monitoring, and support for the execution of activities under the partnership. In addition, it shall also provide funding, necessary equipment, and budgetary allocations to the designated Centres, subject to approval of work plans, milestones, and quality verification.

##### **i. Survey & Cataloguing**

- Prepare and provide a manual/booklet for Survey & Cataloguing.
- Develop and supply standardized metadata formats, cataloguing protocols, and digital/mobile-enabled survey applications.
- Design and provide survey kits, including digital tools, questionnaires, and awareness materials to trained personnel.
- Establish a Manuscript Call Centre to assist surveyors and custodians with queries.
- Facilitate coordination with State/Union Territories Governments, custodial institutions, and stakeholders for access and permissions.
- Define survey timelines, budgets, and manpower requirements (institutional and individual participation).
- Promote surveys through advertisements, displays, and public awareness campaigns.

## **ii. Conservation & Capacity Building**

- Establish and upgrade regional conservation laboratories in Centres.
- Develop Standard Operating Procedures (SoPs)/Protocols for conservation of manuscripts.
- Prepare and publish a Conservation Manual/Booklet for uniform manuscript conservation practices.
- Strengthen repositories by integrating traditional and scientific conservation of manuscripts and their storage systems.
- Support and standardize procurement of conservation equipment and materials.
- Define conservation timelines, budgets, and manpower requirements, including honorarium.
- Organize capacity building programmes, regular workshops, and hands-on training in conservation with disaster management.

## **iii. Technology & Digitization**

- Establishment of digitization laboratories.
- Develop a Framework of digitization uniform standards and digital encoding protocols.
- Gyan Bharatam will support/execute the digitization of manuscripts.
- Integration of all metadata of manuscripts, including digitized images, with the National Digital Repository (NDR).
- Integrate advanced technologies, such as AI/LLM for metadata geo-tagging, HTR in Indian scripts, and blockchain for authenticity verification.
- Maintain centralized servers for secure storage, redundancy, and data recovery.
- Establishment of Hot & Cold Storage.
- Access to the digital copy of manuscripts through the Payment gateway.
- Digital Data back-up storage in LTO tape for archival purposes.
- Define digitization timelines, budgets, and manpower requirements.
- Organize regular workshops and hands-on training.

## **iv. Linguistics & Translation**

- Develop guidelines and standard formats for transliteration, critical editions, and bilingual/multilingual translations.
- Provide linguistic and scholarly expertise through panels of experts for rare scripts, languages, and dialects.
- National Database classification scheme for Indian Knowledge Systems (IKS) and further research.
- Identification of unpublished manuscripts in rare dialects.
- Special programs for rare/ambiguous local dialects, with grants and recognition.
- Define timelines, budgets, and manpower requirements.
- Organize regular workshops and hands-on training.



**v. Research, Publication, and Outreach**

- Establish research and publication methodology and protocols.
- Support and publish critical editions, translations, annotated editions, monographs, and thematic research series.
- Promote academic collaborations with universities, institutes and individual scholars.
- Prepare and publish catalogues of un-catalogued manuscripts.
- Promote scientific & contemporary research and aid researches.
- Publish Newsletters and Journals.
- Define timelines, budgets, and manpower requirements.
- Organize Capacity Building Programs, conferences, exhibitions, manuscript festivals, and outreach programs in India and outside.

**B. Cluster Centre/Independent Centre:**

- i. **Survey & Cataloguing:** The Centre shall partner to conduct systematic surveys of Manuscript collections held in Institutions, Private Repositories, and unexplored locations. It shall prepare listings and accession catalogues as per the metadata format prescribed by Gyan Bharatam and convert the records into digital formats.
- ii. **Conservation & Capacity Building:** The Centre shall assess the manuscript collections, Preventive, and Curative treatment of manuscripts, along with the organization of Capacity Building workshops to enhance skills in manuscript conservation and preservation.
- iii. **Technology & Digitization:** The Centre shall digitize the complete collection of manuscripts, ensure metadata integration, and maintain digital backups for archival submission using Gyan Bharatam - approved equipment and standardized protocols.
- iv. **Linguistics & Translation:** The Centre shall identify various ancient scripts, languages and rare dialects of the manuscripts and prepare editions and translations into Indian languages, along with annotated bilingual or multilingual editions.
- v. **Research, Publication, and Outreach:** The Centre shall engage in academic research and publications based on manuscript content having scientific, historic, literary or aesthetic values and contemporary relevance and contributing annotated editions, critical commentaries, monographs, and other scholarly works for publication in collaboration. In addition, the Centre shall organize awareness programs, exhibitions, and outreach activities to promote public engagement with India's manuscript heritage.

All activities shall be undertaken in close coordination with Gyan Bharatam, Ministry of Culture and in accordance with the SoP and guidelines as issued from time to time.

- C. Duration:** The duration of this MoU shall be for an initial period of **five (05)** years from the date of signing **14<sup>th</sup> January 2026** for each domain and may be extended further on mutual agreement depending upon the progress and necessity of the work.

D. **Personnel and Implementation Structure:** Gyan Bharatam (GB), Ministry of Culture, shall coordinate with all the personnel required for the effective execution of activities at the Cluster Centre/ Independent Centre, including the Cluster-Partner Centres.

- i. The appointed Centre Coordinator shall be responsible for overseeing and executing the work as outlined in the MoU with Gyan Bharatam, Ministry of Culture.
- ii. The Cluster Coordinator shall support, guide, and supervise up to twenty (20) Cluster-Partner Centres within the designated Cluster, ensuring alignment with GB's objectives, timely reporting, and smooth coordination between the Cluster Centre, its Partner Centres, and Gyan Bharatam, Ministry of Culture.
- iii. It is advised that the Centre will constitute a dedicated Gyan Bharatam Cell with personnel experienced in each vertical, to represent the Centre with sincerity, while also serving as a vital channel of communication to foster collaboration and ensure smooth coordination.
- iv. The centre cell will also be responsible for the display of the rare manuscripts, thereby, serving as a museum.

E. **Reporting:** The Centre shall ensure submission of periodic reports and final deliverables to Gyan Bharatam, Ministry of Culture, as per the formats and timelines prescribed.

F. **Financial Provisions**

- i. Gyan Bharatam, Ministry of Culture, shall release funds based on approved work plans and budgets, following quality assurance.
- ii. Financial Provisions for each domain are detailed in the attached Annexure and are subject to change based on performance and utilization, as prescribed in the **GB, MoC, SoPs and guidelines** for all the Five (05) core domains.
- iii. Payments shall be released in accordance with the dynamic data updated within the stipulated time frame, as mutually agreed upon by the Parties.
- iv. Apart from the sanctioned budget allocated for each vertical, if the Centre intends to undertake any research, editions, catalogues, or research publication project on the manuscripts heritage, the Gyan Bharatam shall provide additional financial support based on the submitted proposal and its projected outcomes.

**Submission of Detailed Work Plan and Budget:**

- i. Cluster Centre/Independent Centre Coordinator should submit a comprehensive Work Plan and Budget Proposal, broken down by activities, timelines, manpower, and resource requirements for each domain.
- ii. Template for the work plan and budget will be provided by GB.
- iii. The proposal must conform to the financial norms and cost ceilings prescribed by GB, MoC and shall be subject to evaluation and approval by GB's financial and technical review committee.

**Sequential Release of Funds:**

- i. Funds shall be released in Phased Installments in accordance with the implementation schedule and milestones outlined in the approved work plan. The First (70%) Installment shall be disbursed upon annual budget and Second (30%) installment shall be released only upon:
  - a. Submission of Progress Reports with detailed physical and financial achievements,
  - b. Submission of Utilization Certificates (UCs) and Expenditure Statements,
  - c. Quality Verification Report and approval of work completed by the designated Third-Party Quality Assurance by GB, MoC officials.

**Utilization and Transparency:**

- i. All funds shall be utilized strictly for the purposes outlined in the approved work plan.
- ii. The Cluster Centre/ Independent Centre Coordinator shall maintain separate Project Accounts, duly audited, and ensure adherence to standard public financial management procedures.
- iii. All vouchers, invoices with GST and supporting documents related to project expenditure must be maintained and made available for inspection.
- iv. Any unspent or mis-utilized funds shall be refunded or adjusted in subsequent releases, as directed by GB.

**Procurement and Asset Management:**

- i. Any assets procured using GB, MoC funds such as digitization equipment, conservation equipment and materials, etc., shall be listed, tagged, and reported.
- ii. Ownership of such assets shall remain with GB, MoC, unless otherwise stated and may be recalled or transferred upon termination of the MoU.

**Transparency and Public Disclosure:**

Cluster Centre/ Independent Centre Coordinator is encouraged to publish reports (including Partner Centres), progress reports, activities, and outcomes (excluding confidential data) on their institutional websites to promote transparency and public engagement.

**G. Review and Monitoring**

- i. GB shall periodically review the progress of work.
- ii. Monitoring shall include physical inspections, desk reviews, digital evaluations, and an audit of submitted work.

**H. Confidentiality**

- i. Both parties agree to maintain the confidentiality of all information, data, manuscripts, and materials exchanged during the course of this partnership.
- ii. In cases involving culturally sensitive manuscripts (e.g., those with sacred, esoteric, or community-specific content), extra caution shall be observed. Disclosure, publication, or dissemination shall only occur after consultation with

and written approval from Gyan Bharatam, Ministry of Culture, and the relevant custodial institution or community authority.

- iii. No part of the deliverables may be shared, reproduced, or published without the prior written approval of GB, MoC.

These may include, but are not limited to:

- a. Manuscripts or copies thereof (physical or digital)
- b. Metadata and Cataloguing Records
- c. Conservation reports and condition assessments
- d. Research notes, translations, and critical commentaries
- e. Unpublished digitized images, transliterations, and derivative works
- f. Project work plans, budget details, and review evaluations
- g. Proprietary tools, software, protocols, and workflows shared or developed under the project

**Any content or intellectual output (including annotated editions, translations, research monographs, or metadata compilations) produced under this MoU shall be deemed pre-publication material until:**

- i. It is authenticated and approved for release by GB, MoC.
- ii. Required consents or no-objection certificates (NOCs) are obtained from the manuscript custodians or relevant rights holders, if applicable.

**Any breach of this confidentiality clause shall be treated as a material violation of this MoU and may result in:**

- i. Suspension or termination of the partnership
- ii. Withholding of funds or deliverables
- iii. Legal action or disciplinary proceedings as deemed appropriate by GB, Ministry of Culture
- iv. This confidentiality obligation shall survive the termination or expiry of the MoU and remain in effect for a period of five (5) years unless extended by mutual consent or governed by a separate non-disclosure agreement (NDA)

**Dispute Resolution:** In case of any dispute(s) regarding the interpretation of the terms and conditions of the MoU, if any, the decision of Gyan Bharatam, Ministry of Culture, will be final and binding.

**Jurisdiction:** All legal matters about this MoU shall fall under the exclusive jurisdiction of courts in Delhi/New Delhi, India.

#### **Amendments and Assignment**

- i. This MoU may be amended or modified only through the written mutual consent of both parties.
- ii. The Cluster centre/Independent centre may not assign or transfer any rights or obligations under this MoU or to any third party without prior written permission of GB, MoC.



### Intellectual Property Rights (IPR)

- i. All Manuscripts surveyed, catalogued, digitized, translated, or researched under this MoU shall remain the intellectual and cultural property of the respective custodial institutions or individual owners, unless otherwise agreed upon in writing.
- ii. The Cluster Centre/Independent Centre and GB shall have the right to use, publish, disseminate, and archive the derived scholarly outputs, such as catalogues, digital files, transliterations, translations, research publications, and critical editions for academic, cultural, and non-commercial purposes, with appropriate attribution to the source institution and scholar(s) involved.
- iii. Scholarly works produced under this collaboration, including metadata, research monographs, translations, critical commentaries, and annotated editions, shall remain the joint intellectual output of the GB and Cluster Centre/Independent Centre, and may be published under a shared or open-access license in accordance with GB policies and applicable copyright laws.
- iv. Where individual manuscripts are found to have pre-existing copyright or traditional knowledge ownership protections, the Cluster Centre/Independent Centre must obtain prior informed consent from the custodians.
- v. Any commercial usage of materials produced under this MoU, including licensing, derivative works, or revenue-generating publications, shall require separate written agreements involving GB, Cluster Centre/Independent Centre, and the manuscript-holding institution or owner.
- vi. All parties agree to uphold principles of ethical scholarship, transparency, and cultural sensitivity, particularly when dealing with rare, sacred, or community-owned manuscripts.

For and on behalf of  
Gyan Bharatam (GB)  
Ministry of Culture,  
Government of India

For and on behalf of  
Cluster Centre/Independent Centre  
Central Sanskrit University...  
New Delhi

Name: Shri Inderjeet Singh  
Designation: Director  
Place: New Delhi  
Date: 14<sup>th</sup> January 2026

(Signature)

Name: Prof. R.G. MURALI KRISHNA  
Designation: Registrar  
Place: New Delhi  
Date: 14<sup>th</sup> January, 2026

(Signature)