



All India Council for Technical Education

(An Autonomous Organization, Under Ministry of Education, Govt. of India)

Nelson Mandela Marg, Vasant Kunj, New Delhi-110070 Website: <https://www.aicte-india.org>

AICTE-IDEA Lab Network Network (Offer Letter)

F.No. M/676/2025-SAGB/IDEA2024000240

Date: 10-02-2025

To

Director/Principal/Vice Chancellor

AMRITA VISHWA VIDYAPEETHAM CHENNAI CAMPUS (1-3739527761)

337/1A VENGAL VILLAGE THIRUVALLUR TALUK , THIRUVALLUR

601103, THIRUVALLUR

Sub: AICTE-IDEA Lab Offer Letter (IDEA Idealab ID – IDEA2024000240).

Madam / Sir,

We are pleased to inform that your institution is selected for establishing an AICTE IDEA Lab with the following budget and fund flow.

Total Project Cost, Rs. (in lakh)	Contribution, Rs. (in lakh)								
	AICTE			Institute			Industry / Alumni / Others		
	NR	R	Total	NR	R	Total	NR	R	Total
90	20	10	30	20	10	30	20	10	30

[NR- Non-Recurring Expenditure, R- Recurring Expenditure]

AICTE shall release one-third of its contribution as the first instalment after formal acceptance of this offer by the Institute and the remaining amount (second instalment), only after the total matching grant amount (Institute Contribution) is deposited in an exclusive Bank Account of AICTE- IDEA Lab along with proof for placing Purchase order for procurement of all the Equipment's (as per Scheme document) and proof submitted to us. Further, your institution must ensure the contribution of funds by Industry/ Alumni/ Other sources as mentioned in the table above. The Institute must ensure continuous flow of funds into the project over and above the total Project cost, towards sustenance of IDEA Lab beyond 2 years and to be eligible for grants under other schemes from AICTE in future. Your Institution must adhere to the timeline for implementation of AICTE-IDEA lab project, enclosed with this offer letter.

We would also like to recall among other things the following towards smooth initiation of the project:

- Your institution must provide a built-up and furnished space of at least 3000 sq. ft. to house the IDEA Lab (2000 sq ft for Lab & 1000 sq ft for student activities).
- Your institution should open a separate bank account for this project and the same be intimated to us through the Mandate Form (enclosed). This is required for issuing Sanction Order from our end.
- Your institution must abide by Terms and Conditions provided in the Scheme Document (accessible from our website) and timeline enclosed with this letter.
- The logo of AICTE IDEA Lab can be used by the institution as long as it has a valid Extension of Approval (EoA).

We look forward to an Acceptance Letter (giving reference to this offer letter) within 10 days, as per the template enclosed. We hope that the institute will implement the prestigious project with all sincerity and commitment. This is issued with the approval of competent authority.

Dr. N.H.Siddalingaswamy

Adviser (SAG Bureau)

Enclosures: Acceptance Letter (Format) & Timelines Document.

Copy to: 1) Coordinator, AICTE IDEA Lab

2) Office Copy

ALL INDIA COUNCIL FOR TECHNICAL EDUCATION

TIMELINES FOR IMPLEMENTATION OF AICTE IDEA LAB PROJECT

Sr.No.	Particulars	Timeline for Implementation
A.	Announcement of Selected Institutes for Establishment of AICTE IDEA Labs	Immediately After the Approval
1.	Issuance of Offer Letter by AICTE	X day
2.	Submission of Acceptance Letter by the Institution	X+10 days
3.	Issuance of Sanction Letter by AICTE	X+15 days
4.	Creation of Separate Bank Account for IDEA Lab and Initiate /Planning for the Procurement process	X+18 days
5.	Participation of Institutions in Orientation Program conducted by AICTE	Second/Third Week from the date of Issuance of Sanction Order
6.	Transfer of Funds (Institute Contribution) by Institution to IDEA Lab Bank Account of Institution	X+30 days
7.	Confirmation of Funds Transfer by Institute on AICTE IDEA Lab Portal	X+30 to 35 days
8.	Transfer of FIRST Instalment Funds by AICTE	X+45 days
9.	1st Review of Progress by AICTE	X+60 days
10.	Transfer of SECOND Instalment by AICTE	X+75 days
11.	Completion of Procurement by Institutes & Establishment of IDEA lab	X+90 to 100 days
12.	Inauguration of IDEA Lab & Initiation of IDEA Lab Activities	X+100 to 120 days
13.	Submission of Progress Report by the Institute on IDEA Lab Portal	X+130 to 135 days
14.	2nd Review of Progress by AICTE	X+135 days
15.	Submission of Complete UC (AICTE Amount + Institution Share / Matching Fund)	X+150 days
16.	3rd Review of Progress by AICTE	X+210 days
B.	Withdrawal of Sanction Order/Offer Letter in case of Non-Performing Institutes after the FIRST Review of Progress by AICTE	

Team IDEA Lab, SAG Bureau

Acceptance Letter*

AICTE-IDEA Lab

To,
The Advisor,
Scholarships and Grants Bureau,
All India Council for Technical Education (AICTE),
Nelson Mandela Marg, New Delhi 110 070

Subject: Acceptance of the AICTE IDEA Lab Project offer (IDEA Lab ID - IDEA2024000240)

Name of Institute:

Dear Sir,

With reference to your letter no. M/676/2025-SAGB/IDEA2024000240 dated 10-02-2025, we herewith accept your offer to establish AICTE – IDEA Lab at our Institute.

Our Institute agrees to the terms and conditions provided in the offer letter and scheme document and the timeline for implementation prescribed by the AICTE. We also assure you that we will implement this prestigious project with all sincerity and commitment.

Signature:

Signature:

(Name and Designation)
Chief Mentor- AICTE IDEA Lab
(Stamp/Seal)

Name and Designation
Head of Institute
(Stamp/Seal)

*Printed in Institution Letter Head