



## CONSULTANCY CONTRACT

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This CONSULTANCY CONTRACT ("**Agreement**") is made and effective [DATE],

**BETWEEN:** [CONSULTANT NAME] (the "**CONSULTANT**"), an ISI Highly Cited Professor with his main address located at OR a university organized and existing under the laws of the [State/Province], with its head office located at:

[COMPLETE ADDRESS]

**AND:** **KING ABDULAZIZ UNIVERSITY ("KAU")**, a university organized and existing under the laws of KSA, with its head office located at:

KING ABDULAZIZ UNIVERSITY, P.O. Box 80203, Jeddah 21589, KSA

NOW THEREFORE, in consideration of the mutual covenants set forth herein and intending to be legally bound, the parties hereto agree as follows:

### 1. CONSULTATION SERVICES

- The KING ABDULAZIZ UNIVERSITY hereby employs the CONSULTANT to perform services in accordance with the terms and conditions set forth in this agreement.
- The CONSULTANT shall consult with the university staff in settling justified research proposal(s) for funding of common interest and meeting a requirement in the area of [AREA OF RESEARCH] upon written approval of CONSULTANT and endorsement of THE VICE PRESIDENT OF KAU FOR EDUCATIONAL AFFAIRS with proper budget and time table.
- The CONSULTANT shall continue providing consultancy to KAU staff during the course of the accepted proposed project for funding.
- Major thrust of the research activities will be conducted at KAU, however, training course(s) for postgraduate(s) or post doctorate(s) can be conducted both/either at KAU and/or the CONSULTANT's lab under supervision of his/both team(s). The latter activity must be stated in and covered by the fund of the submitted research proposal.



## **2. TERMS OF AGREEMENT**

- This agreement will begin [DATE] and will end [DATE].
- Upon signature of this agreement, CONSULTANT shall include KAU as one of his affiliations in the " ISI Highly Cited Professors and Researchers" website during the course of this contract.
- Either party may cancel this agreement on [NUMBER] days notice to the other party in writing, by certified mail or personal delivery; a very good reason should be stated when cancelling this agreement especially when the CONSULTANT is still engaged in a running proposed project.
- Number of refereed manuscripts and/or patents in a highly cited journals (Thompson Reuters or ISI Standards) should be stated (at least 2/project) in the submitted proposal for funding.
- Intellectual Property Rights (IPR) issues (outputs most likely to be in a joint venture) related to the expected outputs of this contract should be settled and stated in the submitted research proposal.

## **3. TIME DEVOTED BY CONSULTANT**

- The particular amount of time may vary complying with the project requirement. However, the CONSULTANT shall devote a total of 15 days/year at his end to his duties - that do not require his physical attendance - in accordance with this agreement. This will cover expenses underlying with consultations provided by the Telephone, Fax or E-mail.
- It is anticipated the consultant shall spend approximately 7-15 days/visit to KAU for the total of two visits/year (or a total of 30 days/year) in fulfilling obligations under this contract requiring his physical attendance.

## **4. PLACE WHERE SERVICES SHALL BE RENDERED**

- The CONSULTANT shall perform most services in accordance with this contract either at KAU or at a location of CONSULTANT's discretion. In addition, the CONSULTANT shall perform services on the telephone or E-mail and at such other places as necessary to perform these services in accordance with this agreement.

## **5. PAYMENT TO CONSULTANT**

- The CONSULTANT will be paid an allowance of USD 10,000/month (for the total of 10 months/year) regardless of the amount of time spent in accordance with this agreement. The monthly allowance can be paid in advance in four installments (every three months), the first to be paid at the beginning of each year of the contract.
- The consultant shall be paid (tax-free) at the rate of 4,000SR/day for visits to KAU performed in accordance with this agreement. The CONSULTANT is allowed to visit KAU twice a year with airfare (first class) for round trip met by KAU. Expenses for lodging, medical insurance



## King Abdulaziz University (KAU)

and other expenses underlying with the KAU visit will be the responsibility of KAU during his stay in the KSA. However, the CONSULTANT has no obligation to visit KAU. He has the liberty to choose one of his research team to represent him if he is busy or have no interest to visit KAU at all, for preparing joint proposals with a research team at KAU.

- All expenses related to the CONSULTANT services must be stated and covered in the budget of the submitted proposal for funding.

### 6. INDEPENDENT CONTRACTOR

- Both KAU and the CONSULTANT agree that the CONSULTANT shall act as an Independent Contractor in the performance of his duties under this contract. Accordingly, the CONSULTANT shall be responsible for payment of all taxes including Federal, State and local taxes in his country in accordance with this contract, including by way of illustration but not limitation, Federal and State income tax, Social Security tax, Unemployment Insurance taxes, and any other taxes or business license fee as required at his end.

### 7. CONFIDENTIAL INFORMATION

- The CONSULTANT agrees that any information received by KAU or through the proposed project during any furtherance of the CONSULTANT's obligations in accordance with this contract, which concerns the personal, financial or other affairs of KAU will be treated in full confidence and will not be revealed to any other persons, firms or organizations.

### 8. EMPLOYMENT OF OTHERS

- KAU may from time to time request that the CONSULTANT arrange for the services of others within the premises of KAU. All costs to the CONSULTANT for those services will be paid by KAU but in no event shall the CONSULTANT employ others without the prior authorization of KAU.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement (in two copies) as of the day and year first above written.

#### KAU AUTHORITY

**PROF. DR. ABDULRAHMAN O. ALYOUBI**  
Vice President for Educational Affairs  
KING ABDULAZIZ UNIVERSITY  
P.O. Box 80203 Jeddah 21589, KSA

#### CONSULTANT

**NAME:**  
Title:  
Affiliation:  
Address:

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Authorized Signature  
Date:

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Authorized Signature  
Date: