Sample Agreement Format
Agreement for Canteen Contract

Agreement between Govt. Shivalik College, Naya Nangal, Distt. Rupnagar & _____R/o _____w.e.f. to on following term conditions.

1) That the Lessee shall pay rent of Rs. 1,500/- per month, and six months' rent amounting to Rs. 9,000/- shall be paid in advance.

2) That the Lessee shall not be allowed to use electric heaters for cooking purposes.

3) That the Lessee shall be required to deposit an interest-free, refundable security deposit of Rs. 5,000/- at the time of allotment of the contract.

4) That no structural changes shall be made to the premises allotted without prior written permission of the Principal.

5) In case of breach of any terms and conditions of the contract, the College shall have the right to terminate the contract and forfeit/adjust the security amount, as applicable, after following the procedure prescribed under the agreement and applicable rules. The Contractor shall sign an agreement with the College containing the terms and conditions of the contract before commencement of the contract (copy of the agreement attached).

6) That the Lessee shall employ a minimum of three workers for cooking, serving and cleaning purposes. The Lessee shall be responsible for getting police verification and medical examinations of all workers done before their engagement.

7) That the Lessee shall maintain cleanliness and hygienic conditions in the space allotted and its surroundings and shall be responsible for the same.

8) That the Lessee shall not be allowed to use disposable items for serving food.

9) That the Lessee shall be responsible for obtaining all licences/registrations required under applicable rules and laws for storing, preparing and serving food items, including FSSAI registration/licence, as applicable.

10) That the Contractor shall sell only approved confectionery items and shall not charge more than the MRP printed on packaged items.

11) That the Lessee shall not permit any illegal activity in the canteen premises or its surroundings.

12) If any item prohibited under any applicable law or College rules is found stored or kept in the canteen, the Contractor shall be responsible for the violation attributable to the Contractor or the Contractor's workers, subject to applicable law.

13) Govt. Shivalik College, Naya Nangal, shall not be responsible for the payment of wages, dues or compensation payable by the Contractor to the workers engaged by the Contractor, subject to statutory liabilities that cannot legally be excluded. The Contractor shall be responsible for such payments and obligations. Any loan/credit facility voluntarily given by the Contractor to students or staff shall be at the Contractor's own risk, and the College shall not be responsible for its recovery.

14) That the canteen timings shall be from 8:30 AM to 4:00 PM.

15) That no worker engaged by the Contractor shall be below 18 years of age. The Contractor shall be responsible for payment of workers' wages in accordance with applicable labour laws and minimum-wage notifications of the Government of Punjab/Government of India. No

worker suffering from an infectious or communicable disease shall be allowed to work in the canteen. Every worker shall wear neat and clean clothes.

16) That the Lessee shall provide the Principal with the names and KYC details of all persons employed in the canteen. Every worker shall carry an identity card duly issued/authorised by the College and signed by the Principal or the authorised officer.

17) That the premises allotted shall be handed back to the College authorities in good condition, without removing any allotted furniture, electrical fittings, wooden/aluminium fittings, tiles or other fixtures, at the expiry or termination of the contract.

18) The Contractor shall not cause or permit any damage or vandalism to the canteen building, furniture or other College property. Any damage caused by the Contractor or the Contractor's workers shall be repaired or replaced by the Contractor at the Contractor's own cost, as assessed by the College authorities.

19) That the Lessee shall use the allotted premises only as a workplace and not for residential purposes. No commercial activity other than College-related canteen activity shall be permitted. Smoking and consumption of alcohol or intoxicating substances by the Lessee or any of the workers shall be strictly prohibited in the College campus.

20) That the Lessee shall charge only the rates approved by the Principal and the Canteen Committee. The Contractor shall display the approved price list prominently in the canteen. The rates of the items are as mentioned below:

S.NO.	ITEM NAME	Rs/-
a)	Readymade Tea per cup	
b)	Dudh Patti Per cup	
c)	Readymade Coffee per cup	
d)	Samosa of standard size per piece	
e)	Bread Pakora (unstuffed/stuffed) per piece	
f)	Veg Sandwich (Small/Big)	
g)	Veg. patty (Aloo/Paneer) per piece	
h)	Veg Burger	
i)	Samosa with Channa (Two pieces)	
j)	Samosa with Channa (One piece)	
k)	Puri Bhaji Per Plate (3 Puri +Allu Bhaji)	
l)	Channa Bhatura (2 Piece +Channa)	
m)	Paneer pakora (per kg)	
n)	Veg Pakora (per kg)	
o)	Working Lunch with Channa/Rajmah/Kadhi/Pulses + Rice + Salad	
p)	Working Lunch with 1 Vegetable + Rice + Dahi Raita + 2 Chapati + Salad.	
q)	Working Lunch with 2 Vegetables + Rice + Dahi Raita + 2 Chapati + Salad	
r)	Working Lunch with Paneer + Green Vegetable + Channa/Rajmah/ Pulses + Rice + Dahi Raita + 2 Chapati + Salad	
s)	Maggi (Simple/vegetable) per plate	
t)	Paratha (Simple/Potato/Mix)	
u)	3 Piece Idli (Simple/Sambar)	

21) That the Contractor shall not sell any item which has not been approved by the Principal and the Canteen Committee.

22) That the Principal shall have the authority to amend the terms of the contract, add new terms or change the existing terms as required in the interest of the students and the institution, by written communication to the Contractor. In case the Contractor is found to be violating the terms and conditions of the contract or his/her services are found unsatisfactory, two written notices shall be issued to the Contractor, wherever appropriate, allowing an opportunity to rectify the violation. If the Contractor fails to rectify the violation despite the issuance of two notices, the Principal shall have the right to cancel the canteen contract in accordance with applicable rules. Further, in the interest of the College and students, or for any other valid administrative reason, the Principal/competent authority shall have the right to terminate the contract in accordance with applicable rules and the terms of the contract. On termination or expiry of the contract, the Contractor shall vacate the premises and hand them over to the College authorities.

23) That the period of the contract shall be from _____ to _____ or for eleven (11) months from the date of allotment/commencement of the contract. The contract may be extended up to a maximum total period of three (3) years, including the initial eleven months, subject to satisfactory performance of the Contractor and approval of the competent authority. Extension shall not be automatic.

24) The prescribed application form, duly approved by the competent authority, shall be available from the College Office and may also be downloaded from the College website. The cost of advertisement shall be borne by the PTA funds, subject to approval.

25) All disputes arising out of or in connection with this agreement shall be subject to the jurisdiction of the competent courts at Jurisdiction Nangal Sub Division, as legally applicable.

I,_____ R/o_____ have read and understood the above terms and conditions and these are acceptable to me.

Place: Naya Nangal

Dated: _____

Signature of Contractor/Lessee: _____

Members of Canteen Committee

1) Dr. Parwinder Singh (Convener)
2) Dr. Hemant Kumari
3) Dr Balwinder Kaur
4) Sh. Dinesh Kumar
5) Smt. Neetu
6) Mr. Rajat Manan

Principal

Harudeep Singh

Principal

ਸਰਕਾਰੀ ਸ਼ਿਵਾਲਿਕ ਕਾਲਜ, ਨਯਾ ਨੰਗਲ – 140126

ਸਾਲ - 2026-2027

Form – ਕੰਟੀਨ ਨੂੰ ਠੇਕੇ 'ਤੇ ਦੇਣ ਸਬੰਧੀ

1. ਬਿਨੈਕਾਰ ਦਾ ਨਾਮ :
2. ਪਿਤਾ ਦਾ ਨਾਮ :
3. ਜਨਮ ਮਿਤੀ :
4. ਪੱਕਾ ਪਤਾ :
5. ਟੈਲੀਫੋਨ ਨੰਬਰ :
6. ਸ਼ਿਕਾਇਤ ਅਤੇ ਕ੍ਰਿਮਿਨਲ ਕੇਸ ਸੰਬੰਧੀ ਜਾਣਕਾਰੀ :

ਕੁਟੇਸਨਾ ਦੇਣ ਲਈ ਮੱਦਾ ਦੀ ਸੂਚੀ

S.NO.	ITEM NAME	RATES
a)	Readymade Tea per cup	
b)	Dudh Patti Per cup	
c)	Readymade Coffee per cup	
d)	Samosa of standard size per piece	
e)	Bread Pakora (unstuffed/stuffed) per piece	
f)	Veg Sandwich (Small/Big)	
g)	Veg. patty (Aloo/Paneer) per piece	
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r)	Working Lunch with Paneer + Green Vegetable + Channa/Rajmah/ Pulses + Rice + Dahi Raita + 2 Chapati + Salad	
s)	Maggi (Simple/vegetable) per plate	
t)	Paratha (Simple/Potato/Mix)	
u)	3 Piece Idli (Simple/Sambar)	

ਮਿਤੀ :-

ਸਥਾਨ :-

ਬਿਨੈਕਾਰ ਦਾ ਨਾਮ