

Sample Agreement Format
Agreement for Canteen Contract

Agreement between Govt. Shivalik College, Naya Nangal, Distt. Rupnagar &
_____R/o _____w.e.f. 01-08-2022 to 31-07-2023
on following term conditions.

- 1) That the lessee will be charged a rent of Rs. 1500/- per month in advance & will have to be deposit the same are before 10th of every month.
- 2) That the lessee is required to deposit interest free refundable security deposit of Rs. 5000/-at the time of award of contract.
- 3) That the lessee will have to pay penalty of Rs10/- per day on the default on rent payment.
- 4) That no structural changes of premises allotted will be allowed.
- 5) That the Lessee will employ sufficient number of workers for cooking, serving, cleaning purpose. That lessee will responsible for getting the Police verification and Medical Examination done of all workers.
- 6) That the Lessee will maintain and will be responsible for cleanliness and hygienic conditions of the space allotted and its surroundings.
- 7) That the lessee will not allow any illegal activity in the canteen premises and its surroundings.
- 8) That in no case servant should be below 14years and contractor will be personally responsible for payment of wages as per labor law of Govt. of Punjab/ Govt. of India. No worker should suffer from any infectious disease. Every worker will wear neat and clean clothes.
- 9) That the lessee will keep id card duly signed by Principal and will inform to Principal regarding number of persons employed in canteen with their KYC.
- 10) That the contractor will sell approved confectionery items not exceeding MRP.
- 11) In case of Breach of any terms and conditions of the contract will be terminated and security will be forfeited. The Contractor will have to sign agreement with college containing the terms and conditions of the contract before the start of the contract (Copy of Contract agreement attached)
- 12) That the lessee will pay Electricity Charges Rs 500/- per month

- 13) That the lessee will be responsible for applying and procuring licenses for storing, preparing and serving food items as per applicable rules and laws.
- 14) That the premises allotted will be handed back to the college authorities, in perfect condition without removing any allotted furniture, electrical fittings, wooden aluminum fittings, Tiles other fixtures etc., at the expiry of the contract.
- 15) That the lessees will use allotted premises only as work place and not for residential purposes and no commercial activities other than the college related shall be permitted smoking and drinking in the college campus by Lessee or by any of his workers is strictly prohibited
- 16) That the Govt. Shivalik College Naya Nangal on its part shall not be liable for any charges, dues, compensation under any of the losses applicable on his behalf to any of the workers shall be responsibility of the contractor only.
- 17) That the contractor will not sell any item not approved by the principal and canteen committee.
- 18) That the principal can add or delete any condition in the interest of students/Institution and can terminate the contract without notice.
- 19) That the lessee will vacate the premises at end of the period of contract.
- 20) That the lessee will charge the rates approved by Principal and Canteen committee. He will display the price list of the items is mentioned below:

S.NO.	ITEM NAME	RATES
a)	Readymade Tea per cup (150ml)	
b)	Readymade Coffee per cup (150 ml)	
c)	Samosa of standard size	
d)	Bread Pakora (unstuffed/stuffed) per piece	
e)	Veg Sandwich (Small/ Big)	
f)	Veg. patty (Aloo/Paneer) per piece	
g)	Samosa with Channa (Two pieces)	
h)	Samosa with Channa (One piece)	
i)	Puri Bhaji Per Plate (3 Puri +Allu Bhaji)	
j)	Channa Bhatara (2 Piece +Channa)	
k)	Paneer pakora (per kg)	
l)	Veg Pakora (per kg)	
m)	Tikki Full Plate with Channa etc.	
n)	Tikki Half Plate with Channa etc.	
o)	Working Lunch (Green Veg. Channa/ Rajmah/ Pulses, Rice. Dahi Raita, Chapati & Salad) with packed drinking water.	
p)	Maggi (Simple/vegetable) per plate	
q)	Vegetable soup per bowl (200 ml)	

21) That the time period of Contract-01-08-2022 to 31-07-2023 (or from the date of allotment of contract for 12 months) contract can be extended up to 3 years including the initial 12 months subject to satisfactory performance of the contractor.

22) All disputes to Jurisdiction Nangal Sub Division.

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.....R/O.....
.....have read and understood the above terms and conditions and these are acceptable to me.

Place Naya Nangal

Dated

Members of Canteen Committee

- 1) Dr. Parwinder Singh (Convener)
- 2) Smt. Hemant Kumari
- 3) Smt. Nisha Gandhi
- 4) Smt. Jyoti bhardwar
- 5) Ms. Anju
- 6) Mr. Rajat Manan (office)

Principal
Govt. Shivalik College
Naya Nangal

Conditions of Contract

- 1) Time period of Contract-01-08-2022 to 31-07-2023 (or from the date of allotment of contract for 12 months) contract can be extended up to 3 years including the initial 12 months subject to satisfactory performance of the contractor.
- 2) Experience required 02 Years in educational institution.
- 3) Rent charges: Rs. 1500/- Per month in Advance (to be deposited on or before 10th day of every month).
- 4) Water Charges: Nil
- 5) Electricity Charges Rs 500/- per month

Note: Contractor is not allowed to use Electric Heaters for cooking purpose.

- 6) Security (Refundable): Rs. 5000/- (No interest will be paid on security)
- 7) Penalty for late payment: Rs. 10/- per day
- 8) No structural changes of premises allotted will be allowed.
- 9) Extension of Contract:
- 10) In case of Breach of any terms and conditions of the contract will be terminated and security will be forfeited. The Contractor will have to sign agreement with college containing the terms and conditions of the contract before the start of the contract (Copy of Contract agreement attached)
- 11) Advertisement for contract will appear in Rojana Ajit & expenditure will be met from PTA membership Fund.
- 12) That the Lessee will employ sufficient number of workers for cooking, serving, cleaning purpose. That lessee will responsible for getting the Police verification and Medical Examination done of all workers.
- 13) That the Lessee will maintain and will be responsible for cleanliness and hygienic conditions of the space allotted and its surroundings.
- 14) Contractor will be responsible for applying and procuring license for storing, preparing and serving food items as per applicable rules and laws.
- 15) The contractor will sell approved confectionary items not exceeding MRP.
- 16) Contractor will premise at the end of period of contract in the same condition he has taken charge.
- 17) Contractor will not allow any illegal activity in the canteen premises and its surroundings.
- 18) That the Govt. Shivalik College Naya Nangal on its part shall not be liable for any charges, dues, compensation under any of the losses applicable on his behalf to any of the workers shall be responsibility of the contractor only.
- 19) Timing of the Canteen will be 8:30 to 4:00 PM.
- 20) That in no case servant should be below 14 years and contractor will be responsible for payment of wages as per labor laws of Govt. of Panjab/ Govt. of India. No worker should suffer from any infectious disease and will wear neat and clean clothes.
- 21) Contractor will keep Id card duly signed by Principal and will inform to Principal regarding number of persons employed in canteen with their KYC.
- 22) That the premises allotted will be handed back to the college authorities, in perfect condition without removing any allotted furniture, electrical fittings, wooden aluminum fittings, Tiles other fixtures etc., at the expiry of the contract.
- 23) Contractor will use allotted premises only as work place and not for residential purposes and no commercial activity other than the college related shall be permitted smoking and drinking in the college campus by Lessee or by any of his workers is strictly prohibited.

- 24) The contractor will not sell any item not approved by the principal and canteen committee.
- 25) That the principal can add or delete any condition in the interest of students/Institution and can terminate the contract without notice.
- 26) That the lessee will vacate the premises at end of the period of contract.
- 27) That the lessee will charge the rates approved by Principal and Canteen committee. He will display the price list of the items.
- 28) All disputes to Jurisdiction Nangal Sub Division.
- 29) Contract Application Form approved by committee (form enclosed) and cost of form Rs. 100/-. Receipt of money from sale of form will be deposited in PTA and adjusted against the cost of form. If any surplus money arises from sale of forms that will be deposited in Govt. Account. Any deficit in cost of advertisement will be met from PTA membership.

ਫਾਰਮ ਅਤੇ ਸ਼ਰਤਾਂ ਪ੍ਰਵਾਨ ਹਨ ।

Members of Canteen Committee

- 1) Dr. Parwinder Singh (Convener)
- 2) Smt. Hemant Kumari
- 3) Smt. Nisha Ghandhi
- 4) Smt. Jyoti bhardwar
- 5) Ms. Anju
- 6) Mr. Rajat Manan (office)

Principal
Govt. Shivalik College
Naya Nangal

ਸਰਕਾਰੀ ਸ਼ਿਵਾਲਿਕ ਕਾਲਜ ਨਯਾ ਨੰਗਲ ਨੋਟਿੰਗ

ਵਿਸ਼ਾ:- ਸਾਲ 2022-2023 ਲਈ ਕੰਟੀਨ ਠੇਕੇ ਤੇ ਦੇਣ ਸਬੰਧੀ ਸੂਚਨਾ।

ਸਰਕਾਰੀ ਸ਼ਿਵਾਲਿਕ ਕਾਲਜ ਕਾਲਜ, ਨਯਾ ਨੰਗਲ ਦੀ ਕੰਟੀਨ ਸੈਸ਼ਨ 2022-2023 ਲਈ ਠੇਕੇ ਤੇ ਦੇਣੀ ਹੈ। ਇਸ ਸਬੰਧੀ ਕੁਟੇਸ਼ਨਾਂ ਮੰਗਵਾਉਣ ਲਈ ਹੇਠ ਲਿਖੇ ਅਨੁਸਾਰ ਸਮਾਂ ਨਿਰਧਾਰਿਤ ਕੀਤਾ ਜਾਂਦਾ ਹੈ।

ੳ. ਅਜੀਤ ਰੋਜ਼ਾਨਾ ਵਿੱਚ ਵਿਗਿਆਪਨ, ਮਿਤੀ: 01.07.2022 ਤੋਂ 02.07.2022 ਤੱਕ ਦੇ ਦਿੱਤਾ ਜਾਵੇ।

ਅ. ਕੁਟੇਸ਼ਨ ਪ੍ਰਾਪਤ ਕਰਨ ਦੀ ਆਖਰੀ ਮਿਤੀ 11.07.2022।

ੲ. ਕੁਟੇਸ਼ਨਾ 14.07.2022 ਨੂੰ ਦੁਪਿਹਰ 12:00 ਵਜੇ ਖੋਲੀਆਂ ਜਾਣਗੀਆਂ।

ਸ. ਕੰਟੀਨ ਠੇਕੇ ਦੇ ਦੇਣ ਸਬੰਧੀ ਫਾਰਮ, ਸ਼ਰਤਾਂ, ਐਗਰੀਮੈਂਟ ਦੀ ਕਾਪੀ ਕਾਲਜ ਵੈਬਸਾਇਟ ਤੇ ਉਪਲੱਬਧ ਹੈ, ਵਿਗਿਆਪਨ ਦੀ ਕਾਪੀ ਨਾਲ ਨੱਥੀ ਹੈ।

ਹ. ਕੁਟੇਸ਼ਨ ਫਾਰਮ ਦੀ ਲਾਗਤ 100/- ਰੁਪਏ ਹੋਵੇਗੀ।

ਇਹ ਪ੍ਰਵਾਨਗੀ ਹਿੱਤ ਪੇਸ਼ ਹੈ ਜੀ।

ਕੈਨਟੀਨ ਕਮੇਟੀ ਦੇ ਮੈਂਬਰ: -

1. ਡਾ. ਪਰਵਿੰਦਰ ਸਿੰਘ (ਕਨਵੀਨਰ)
2. ਸ਼੍ਰੀਮਤੀ ਹੇਮੰਤ ਕੁਮਾਰੀ
3. ਸ਼੍ਰੀਮਤੀ ਨਿਸ਼ਾ ਗਾਂਧੀ
4. ਸ਼੍ਰੀਮਤੀ ਜੋਤੀ ਭਾਰਦਵਾਰ
5. ਮਿਸ ਅੰਜੂ
6. ਸ਼੍ਰੀ ਰਜਤ ਮਨਨ (ਦਫ਼ਤਰ)

ਪ੍ਰਿੰਸੀਪਲ

ਸਰਕਾਰੀ ਸ਼ਿਵਾਲਿਕ ਕਾਲਜ, ਨਯਾ ਨੰਗਲ - 140126

ਸਾਲ - 2022-2023

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. ਤਜਰਬਾ :

(ਨੋਟ ਤਜਰਬੇ ਸਬੰਧੀ ਦਸਤਾਵੇਜ਼ਾਂ ਦੀ ਤਸਕਦੀਕ ਸੁਦਾ ਕਾਪੀ ਦਿੱਤੀ ਜਾਵੇ ਅਸਲ ਕਾਪੀ ਇੰਟਰਵਿਊ ਜਾਂ ਕੰਟਰੈਕਟ ਅਲਾਟਮੈਂਟ ਵੇਲੇ ਦੇਖੀ ਜਾਵੇਗੀ)

7. ਸ਼ਿਕਾਇਤ ਅਤੇ ਕ੍ਰਿਮਿਨਲ ਕੇਸ ਸਬੰਧੀ ਜਾਣਕਾਰੀ :

ਕੁਟੋਸਨਾ ਦੇਣ ਲਈ ਮੱਦਾ ਦੀ ਸੂਚੀ

S.NO.	ITEM NAME	RATES
a)	Readymade Tea per cup (150ml)	
b)	Readymade Coffee per cup (150 ml)	
c)	Samosa of standard size	
d)	Bread Pakora (unstuffed/stuffed) per piece	
e)	Veg Sandwich (Small/ Big)	
f)	Veg. patty (Aloo/Paneer) per piece	
g)	Samosa with Channa (Two pieces)	
h)	Samosa with Channa (One piece)	
i)	Puri Bhaji Per Plate (3 Puri +Allu Bhaji)	
j)	Channa Bhatura (2 Piece +Channa)	
k)	Paneer pakora (per kg)	
l)	Veg Pakora (per kg)	
m)	Tikki Full Plate with Channa etc.	
n)	Tikki Half Plate with Channa etc.	
o)	Working Lunch (Green Veg. Channa/ Rajmah/ Pulses, Rice. Dahi Raita, Chapati & Salad) with packed drinking water.	
p)	Maggi (Simple/vegetable) per plate	
q)	Vegetable soup per bowl (200 ml)	

ਮਿਤੀ :-

ਸਥਾਨ :-

ਬਿਨੈਕਾਰ ਦਾ ਨਾਮ