

SCD GOVERNMENT COLLEGE, CIVIL LINES, LUDHIANA
SERVICE AGREEMENT FOR BOYS & GIRLS HOSTEL (COMBINED)
MESS CONTRACT

Agreement between the Principal SCD Govt. College, Ludhiana and-----
-----, resident of-----for
Session 2023-2024 on the following terms and conditions:-

1. That the contractor will deposit Performance Security in the form of an Account payee Demand Draft issued by Commercial Bank in an acceptable form within 7 days from the date of issuance of letter of intent as decided by the college contracts committee. The Performance Security should remain valid for a period of three months beyond the date of completion of all contractual obligations.
2. That the Contractor will be paid Rs. 2400/- (Rs: Two thousand and four hundred only) as Mess Charges per student per month, comprising Breakfast, Lunch, Evening Tea and Dinner as per **Menu approved by the Committee**. All meals will be served Buffet.
3. Menu and schedule of the meals to be given to the hostel resident students:
 - i. **Buffet Breakfast: will consist of**
 - a) Pranthas, butter/curd
 - b) Bread-butter/jam,
 - c) Milk/tea

Note: students will have choice to eat any/all the food items.

ii. Buffet Lunch:- Will consist of

- a) Dal/Rajmah/Soyabean/Channa/Rongi/Karhi,
- b) Raita/Curd,
- c) Rice & Chapati,
- d) Salad

iii. Evening Tea: will consist of

- a) Tea
- b) Four assorted Biscuits/Snacks

iv. Buffet Dinner; will consist of

- a) Dal,
- b) Fresh vegetables,
- c) Chapati and Rice.
- d) Salad
- e) Dessert: sweet dish will be served twice a week.

Note: Only fresh vegetables as approved by the Hostel Welfare Committee will be served.

1. The contractor will be paid 75% of the monthly charges for the month in which more than 10 holidays fall in one stretch.
2. That the contractor will be paid after deduction of Rs. 2% of the gross mess bill as Mess Fund.
3. That the contractor shall be present at the time of cooking and serving of meals.
4. That meal will be served only after getting it checked by the Hostel warden/ Hostel Committee/ Care taker/ Contract Committee.
5. That if any particular meal is not properly cooked or if found unfit for consumption by the Inspecting Committee, the contractor has to arrange substitute food for the same.
6. That the contractor will be responsible for the proper maintenance of the utensils, furniture and electric gadgets, like water cooler handed over to him. All articles supplied to the contractor shall be physically verified by a committee appointed by the Principal periodically. The contractor shall hand over all the articles issued to him at the completion of period of contract to the Hostel Warden.
7. That the Contractor can sell branded desserts/ ice cream, milk, biscuits etc. at subsidized rates as

approved by the committee at special service counter. The contractor is not allowed to sell articles other than eatables in the hostel.

8. That the contractor will keep flour, dals, sugar, bread etc. in covered containers. That Rice, Atta, Cooking Oil, Tea leaves to be used will be of quality as given below:-

- a. Milk, Verka/Vita: Full Cream.
- b. Cooking oil or Ghee, (Soybean/Sunflower/groundnut/Mustard/Ghee) of good quality ISI Mark
- c. Atta: Whole Wheat ISI Mark
- d. Jam: Branded.
- e. Butter: Branded.
- f. Rice: Basmati
- g. Bread: Branded
- h. Fresh Vegetables
- i. Tea Leaves: Branded

9. In the Hostel Canteen all range of Verka products should be available.

10. That the contractor will arrange his own Refrigerator/Deep Freezer.

11. That the cooking of the food will be done on the cooking gas only. Empty LPG cylinders will be provided by the college.

12. That no outsider will be allowed to dine in the Girls hostel mess without the prior permission of the Principal. The Contractor will not send any packed food outside the College without the prior permission of the Principal.

13. That the Contractor will be required to submit the Bill in the college office, in duplicate by the 3rd of every month duly verified by the concerned Hostel Warden.

14. That the Mess Contractor will adjust any excess payment made to him.

15. That the contractor will appoint sufficient number of staff (Cooks, waiters, sweepers) to cook & serve the food & to maintain cleanliness and hygienic conditions in and around the kitchen and Dining hall. The Servants must wear proper uniform provided by the contractor and cover their heads, while serving and cooking the meals. In no case the servant should be below the age of 14 years.

16. That the contractor is required to get the medical checkup done of all of his workers.

17. That the Mess Contractor will get the antecedents of his employees verified (Police Verification) and give necessary information to the Principal & Hostel Warden to this effect. Any servant replaced, will be similarly informed to the Principal.

18. That the contract or will use the allotted premises only as a work place and not for residential purpose.

19. That no servant will be allowed in the Hostel without the Identity Card provided by the College duly signed by the Principal.

20. That the Contractor should see that none of the servants either leave or come to his hostel after 9.00 P.M.

21. That the Contractor will have to submit the duly signed list of the servants to the Hostel Warden.

22. That no servants shall stay in the Hostel Mess during the night. He shall stay in servant's room separate from the mess.

23. That the contract or shall maintain daily attendance register of the inmates.

24. That the contractor will get license from the Health Department and will be held responsible for any negligence on his part in preparing meals.

25. That Smoking and consumption of Alcohol by the contractor or by any of his workers is strictly prohibited in the Hostel and College campus.

26. That the SCD Govt. College, Ludhiana on its part shall not be liable to pay any charges, dues, compensation under any of the industrial loss or other losses applicable in this be half to any of the workers which shall be the responsibility of the contractor only.

27. That the Principal has the right to add or delete any other condition of this contract Keeping in view the interest of the students and can also terminate the contract at any time.

28. The contract of college mess boys & Girls (combined) will be for the period of 12 months (from 01st

August, 2023 to 31st July, 2024) but can be extended upto three years (including initial period of one year) subject to satisfactory performance of the contract.

29. That the agreement shall be deemed to have been made/ executed at Ludhiana for all purpose. In the event of any dispute related to the interpretation of rights or liabilities arising out of this agreement, the same shall, at first instance, be amicable settled between parties. If any dispute is not amicably settled, the same shall be referred to the sole arbitrator i.e. Principal which shall include acting/officiating Principal and the verdict of the arbitrator shall be final and bidding upon both the parties.
30. That the applicable law governing this Service Agreement shall be the law of India. The courts of Ludhiana alone shall have the jurisdiction to try any matter, dispute or reference between the parties arising out of this agreement. It is specifically Agreed that no court outside and other than Ludhiana shall have jurisdiction in the matter.
31. That for any violation of the terms & conditions of the contract, the contract will be terminated and the performance security will be forfeited.

I,....., resident of.....

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

Place:

Dated:

Lessee

Members of the Contract Committee

Principal,
SCD Govt. College, Ludhiana

SCD GOVERNMENT COLLEGE, CIVIL LINES, LUDHIANA

TERMS OF PAYMENT (MESS BOYS & GIRLS (COMBINED))

1. Contractor will be required to submit the Mess bill in duplicate, duly verified by the HOSTELWARDEN/CONVENOR/CARE TAKER of boys & girls' separately, by the 3rd of every month in the office.
2. Payment of all the bills submitted by the Contractor will be made only after the realization of the same from the students.
3. That the contractor will be paid after deduction of Rs.2% of the gross mess bill as Mess Fund.
4. All the payments shall be made by the SCD Govt. College, Ludhiana after deducting Income Tax at source wherever applicable as per provisions of the Income Tax Act,1961.
5. The contractor will be paid 75% of the monthly charges for the month in which more than 10 holidays fall in one stretch.
6. That the Mess Contractor will have to adjust any excess payment made to him.
7. The mess contractor will be responsible for making payment of wages to the workers employed by him/her.

SCD GOVERNMENT COLLEGE, CIVIL LINES, LUDHIANA
CHECK LIST FOR EVALUATION OF THE BIDDER

1. Name of the Person with complete address both residential _____

And permanent and Telephone Nos. _____

2. Whether documentary proof, in support of above is Submitted? Yes/No
3. Whether an experience certificate of running Mess in Colleges in the region has been submitted? Yes/No
4. Whether the Tenderer submitted DD of Rs.500/- in favour of Principal, SCD Govt. College, Ludhiana Yes/No
5. Whether the self-attested copy of latest Income Tax Assessment Certificate/PAN/TAN/GSTIN No. has been submitted on Line? Yes/No
6. Whether the Affidavit on non-judicial stamp paper of Rs.50/- duly attested by the Executive Magistrate that the tenderer has never been blacklisted, has been submitted. Yes/No

Place: _____

Dated: _____

Signature of Bidder _____

Full Name of the Bidder _____

Address _____

AFFIDAVIT

I,(Name) _____do
here by solemnly affirm and declare that I am not blacklisted/ prosecuted by any Central/
State Governments/ Union Territories / Departments/Offices/ Statutory Bodies /
Autonomous Organizations / Research Institutions/any court of law and no criminal case
is pending against me in any court of law. I have not been involved in any Criminal activity.

I,(Name) _____do here by
Solemnly affirm and declare that I will not run Mess/ Canteen/ Food Court in any other institution/
college or elsewhere for the contract period.

Place: _____

DEPONENT

Ludhiana: _____

VERIFICATION

Verified that the contents of above affidavit is true and correct to the best of
my/ourknowledgeandbelief.Nopartofitfalseandnothinghasbeenkeptconcealedtherefrom

Place: _____

DEPONENT

Ludhiana: _____

Address: _____

(Note: To be furnished on non-judicial stamp paper of Rs. 50/- duly attested by the Executive Magistrate)