

Directorate of Students' Welfare cum Estate Office
Guru Angad Dev Veterinary and Animal Sciences University
Ludhiana

Subject: Revised terms and conditions for allotment /extension of Canteen/Mess and similar infra.

Sr. No.	
1.	The contract will initially be for a period of 11 months which can be subsequently extended on the basis of licensee performance
2.	The licensee of canteens of Guru Angad Dev Veterinary and Animal Sciences University will have to deposit a refundable security equal to six months license fee before taking possession of the canteen. No interest will be paid on his security money.
3.	The minimum license fee of each canteen will be the last paid by the former licensee or as decided by the committee constituted by VC plus taxes extra as applicable. The license fee will be increased 10% at further extension and licensee shall be liable to pay the increased license fee.
4.	The respective committee constituted by VC reserves the right to reject any tender without assigning reasons thereof.
5.	In case of any misconduct/breach of the terms of agreement, the license shall be terminated without assigning any reason and without any notice.
6.	The licensee shall employ sufficient staff in the canteen as per existing labour laws. In addition the licensee shall dispose garbage/Trash generated from canteen at his own level by having contract with outside agency. The canteen garbage/trash cannot be dumped inside University/College campus. All employees must have minimum age of 18 years. No child shall be engaged for any activity related to the canteen. The employees of the canteen shall all the time, maintain high order of sanitation, hygiene, wear smart & clean uniforms.
7.	The license shall bear all the expenses for running the canteen. The maintenance and up keep of the canteen shall be sole responsibility of the contractor/licensee. The contractor shall be responsible for any damage or loss to the canteen building and fitting and shall be liable to make good of any such loss or damage. The contractor shall not undertake any permanent/Semi permanent alteration/construction in the canteen premises without advance approval of the University Estate Office and shall stick to condition imposed by the E.O.
8.	The licensee shall run the canteen only for the benefit and use of the employees, farmers, pet-owners attendants and visitors to the college campus
9.	The contractor shall not sub contract the running of the canteen to any other party.
10.	The licensee shall not use the space provided by the College /University for any purpose of business other than running the canteen. The Contractor shall provide



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	cafeteria with proper sitting.
11.	The contractor/licensee shall pay water charges to Guru Angad Dev Veterinary and Animal Sciences University, Ludhiana @ Rs.50/- per month or as fixed from time to time thereafter. Number of the water taps shall be only two per canteen.
12.	The contractor shall be responsible for paying the charges of electricity consumed for lighting, running any electricity equipment. For this purpose sub-meter and electrical wire for the electricity shall be provided by the licensee and the same will be got installed by the university. He shall get the electricity bill for payment from the University.
13.	The licensee shall provide crockery and cutlery of standard quality for the use in the canteen.
14.	The contractor shall maintain hygienic conditions in the kitchen and serving area. Sufficient number of dustbins shall be placed in canteen area by the contractor .If unhygienic conditions are observed in the premises, a penalty of Rs 1000/- can be imposed by the committee constituted by respective controlling officer. The committee constituted by respective controlling officer can recommend termination of license to controlling officer.
15.	Menu to be decided by the College Canteen Committee and to be approved by respective controlling officer. Fast food should not be served.
16.	The rate list of all the eatable/drinks must be displayed properly at conspicuous place easily readable by the customers. In case of any violation of the above conditions, a fine of Rs.1,000/- will be imposed for 1st time violation which will be increased to Rs.2,000/- for 2nd violation and license shall be terminated in case of 3rd violation.
17.	The licensee shall use standard raw material i.e. conforming to Agmark, F.P.O etc. as applicable for preparation of eatables. Such material shall be open to inspection by the Canteen Committee. The Licensee shall have to observe all the by-laws of the Prevention of Food Adulteration Act and FSSAI. In case of violation, the action as deemed fit shall be taken. Preference will be given to university products based on availability.
18	The fuel to be used for cooking will be only LPG and shall be arranged by the contractor at his own cost.
19	The College Campus is a "NO SMOKING ZONE" hence sale & use of tobacco in the canteen premises is prohibited. All tobacco related products are summarily banned inside the campus.
20..	The sale and use of liquor (alcohol) is also strictly prohibited in canteen area and premises.
21	If the contractor wants to discontinue/terminate the license, he can do so by giving two months notice in advance or license fee in lieu of notice.


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22	The license fee will be deposited by the Licensee in advance in first week of every calendar month failing which the Licensee will have to pay late fee of Rs.500/- Per day. Non compliance of payment period for three calendar month, the license will be automatically revoked. Licensee shall not be entitled to damage or remove any part of structure erected by him. The outstanding amount of license fee will be recovered from the security deposit of the licensee.
23	The payment of the applicable taxes time to time shall be sole responsibility of the Licensee.
24	Any other term/condition imposed by the committee constituted by VC regarding allotment /termination / enhancement of the contract will equally be applicable to the Licensee.
25	The contractor/licensee will execute an indemnity bond on non-judicial stamp paper with Rs.100/- for signing the contract agreement and expenses will be borne by him.
26	All the queries and disputes arising out of this License Agreement or meaning of the Agreement of rights or obligations of the parties arising under the term of the Agreement shall be decided by committee constituted by VC and committee's decision shall be final and binding on the Licensee.
27	All the above terms & conditions are subject to the jurisdiction of court at Ludhiana only.
28	The case of termination of contract in case of violation of terms and conditions shall be forwarded by college canteen committee to university level committee constituted by VC. The decision of university level committee regarding termination of contract will be final.
29	In case of long term complete closure of canteen due to any unavoidable circumstances (like Covid) , the decision to decrease or not decrease the monthly license fee shall be recommended by the university level committee for the approval of the competent authority.


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Sr No.	Standards for running of canteen /mess	Category
1.	The Contractor must ensure that the food is prepared and served in the most hygienic conditions, the staff must wear serving gloves and head masks while serving food, no stale food should be sold, there should not be any sort of littering in the Canteen, required no of sweepers should be engaged to maintain cleanliness in the Canteen and its surrounding premises. The University reserves the right to surprise check and impose penalties in case of lapses.	Cleanliness
2.	The contractor will ensure high standard of cleanliness, hygiene and sanitation in the kitchen and canteen. The contractor will make the arrangements for keeping all eatables in covered showcase, free from flies and insects. Adequate number of dustbins will be provided by the contractor to ensure proper disposal of garbage. There should not be any littering of unused food or any other articles within the canteen. The contractor will also ensure that no used utensils viz Cups, plates are lying in the open area and these should be removed immediately and frequently.	Cleanliness
3.	The Contractor has to take utmost care for disposal of leftover food, no leftover food should be disposed off in the drains which will block the drain and will produce foul smell. Any sort of deficiency or carelessness in this regard will not be tolerated and penalty will be imposed by the University. The Contractor should make their own arrangement for the disposal of the leftover food at their own cost on daily basis.	Disposal of Leftover food
4.	The Contractor must provide all those food items as mentioned above every time during its operational hours and must have proper racks to keep its items, <u>nothing</u> should be kept on floor.	Food Handling
5.	The contractor will ensure that good quality milk & milk products (preferably University Milk & Milk products) must be used to prepare food in the canteen & mess .	Milk & Milk products
6.	The Contractor will provide only those items in the Canteen which are allowed by the University. The rates should be displayed prominently in canteen/mess. The name of the firm and of the counter must be also displayed prominently.	Display
7.	Kitchen equipment, gas, chulhas, microwaves, Deep Freezer, Refrigerators, water cooler with RO in dining hall, fridge, fly trappers in the canteens/ kiosks/ hostel mess. will be installed by the Contractor at his own costs. All service utensils like plates, glasses, dongas, service spoons etc. will also be arranged by the Contractor. The Contractor will install the water cooler along with RO of required capacity in Mess.	Equipment

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5. MPA
11/11/2011

6. *[Signature]*

Bone china

8.	The contractor will maintain adequate quantity of decent quality crockery set (preferably Bone China) to serve tea/coffee/food for all official meetings and VIP guests. He should depute at least 2 waiters during such meetings. All the serving utensils should be of good quality steel/ The utensils should be properly cleaned and sanitized every day	Crockery/ Utensils For Scientist Home/ Guest House
9.	Engaging of required staff, ensuring cleanliness of staff etc. shall be done by the Contractor. The Contractor must submit the ID proof of all its employees working in the Canteen/ mess. If any staff of Contractor found misbehaving with any Faculty, Staff or Student of University, strict action will be taken against the Contractor.	Staff
10.	The University shall be entitled to claim damages for mishandling the University furniture and fixtures and fittings installed in the area provided. Penalty will be imposed on the Contractor in addition to the cost of repairs and replacements which are to be borne by the Contractor.	Damages / Penalty
11.	If the mess/canteen / kiosk management of the bidder is not up to the mark or, the quality of the food is found below standard or unhealthy or unhygienic, then Committee is fully empowered to terminate the contract with a short notice of one week. The Committee's opinion is final so far as the food quality / mess management is concerned.	Powers of Committee
12.	The committee for allotment of mess/canteens will be empowered to check the compliance of above standards and any discrepancy or non-compliance will lead to penalty and on repeated non-compliance the termination of contract.	Powers of Committee

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