

Application form for Allotment of Mess Contract
Session 2022-2023

1. Name of the Applicant :
2. Father's Name :
3. Mother's Name :
4. Aadhaar No. :
5. Date of Birth :
6. Academic Qualification :
7. Name of the firm and other Partners :
- (If applicants are Partnership firm) :
8. Present Address :
- ☎ :
- E Mail ID.....
9. Permanent Address :
- ☎ :
- E Mail ID.....
10. Present Main Occupation :
11. Professional Experience (give details)
- a) Hostel /Industry :
- b) Mess Contracts :
- c) Any other field :
12. Financial Position :
13. Deposit of Earnest Money/DD Number :
14. Copy of valid/active licence & registration :
- Number of food businesses under the Food Safety and Standards Act, 2006.
15. Copy of valid/active registration number of GST.....
16. Copy of active PAN :
15. Copy of latest two year ITR,GST copy, bank pass book copy, IFSC code and Current account number:
16. Copy of valid/active certificate of registration:
- under the Contract Labour (Regulation and Abolition) Act, 1970
17. Name and address of at least Two reference (Local) PHOTO of Applicant
- a) -----
- Aadhaar No.-----
- Tele. No.-----E Mail ID-----
- b) -----
- Aadhaar No -----
- Tele. No.-----E Mail ID-----
18. UNDERTAKING: I undertake to comply with all the terms and conditions of the agreement deed of the University to be agreed at the time of allotment of mess contracts & will execute a bond for the due performance of agreement deed & terms and conditions.

Date: _____

SIGNATURE OF THE APPLICANT

AGREEMENT DEED 100/-

I.....S/o D/o W/o Shri.....

Address.....

.....bind myself for the hostel mess of University hostel licensed in my favour

on the following terms & conditions:-

1. That the duration of the license of the hostel mess shall be upto 30-06-2023 from the issue of license.
2. That I have deposited Rs.25,000/- as electricity security vide receipt no.....dated.....
3. That I have deposited (300x11)= Rs.3300/- as water charges vide receipt no.....dated.....
4. That I have deposited Rs.30,000/- as mess recurring charges vide receipt no.....dated.....
5. That I shall not sublet the mess in any form.
6. That I have submitted a valid active license & registration of food businesses under the Food Safety and Standards Act, 2006.
7. That I have submitted a valid active registration number of GST.
8. That I have submitted certificate of registration under the Contract Labour (Regulation and Abolition) Act, 1970.
9. I have not been black listed/debarred from any university/institutes during the contract.
10. That I shall not entertain my guest in the hostel premises.
11. That the quality of the food will be very good to the satisfaction of authorities and residents.
12. I shall maintain a register and allow the students to SIGN on a daily basis regarding the number of diets consumed.
13. That the service staff will be neatly and cleanly dressed with head cover and they will be provided uniforms as prescribed by the Coordinator/Warden. (Colour may be specified).
14. That I shall take care of the cleanliness of the mess as well as kitchen. This shall be responsibility of the contractor and not of the hostel sweeper.
15. That the behavior of the service staff and mine towards the hostel residents shall be good. In case, the behavior of the service staff and mine is not satisfactory towards the hostel residents, the license will be cancelled by the university giving one month notice.
16. That the Coordinator/Warden/Deputy Chief Warden/Chief Wardens if needed, may check the quality of the food served to the hostlers. If in the opinion of the Coordinator/Warden, quality of the meal being served to the hostel resident is not up to the mark, a fine of Rs.2000/- for poor quality of food/poor cleanliness be levied any number of time. The Chief Warden/ Deputy Chief Warden can impose fine up to the extent of Rs.5,000/- any number of time.. The observations of the Chief Warden/ Deputy Chief Warden will be taken into consideration during award of contract during subsequent years by the University.

17. That I shall claim only the actual mess bill amount deposited by the resident upto 31st July, 2023. In case of resident who default to pay, I will claim only Rs.2500/- or due amount whichever is lower against the pending actual mess bill.
18. The terms & condition (Annexure 'I & II') will form the part of the agreement and binding on the Contractor.
19. In case of any dispute between the two parties, the same will be referred for the arbitration & the provision of Arbitration & conciliation Act, 1996 as amended upto date will be applicable on the parties. Legal Jurisdiction shall be limited to Hisar only.

In witness of which the parties have signed this agreement the day & year first above written.

Signed, Sealed & Delivered
For and on behalf
of.....

For and on behalf of
Vice-Chancellor, GJUS&T, Hisar
Signed by

Witness with full address
of contractor

Name:-
Designation:-Registrar
GJUS&T, Hisar.
Witness with full address of
Registrar

- 1.
- 2.

Annexure-I
TERMS & CONDITIONS

1. The duration of license of the University mess to each hostel for the year 2022-23 shall be up to 30th June 2023.
2. Refundable earnest money/security (interest free) of Rs.1,00,000/- (one lac only in the form of DD) is required at the time of application. The same amount will be adjusted against security after allotment of the mess.
3. **After allotment, if mess contractor fails to join/start the mess or commit default in joining the mess then Rs.25000/- will be deducted from the refundable earnest money/security (interest free) of Rs.1,00,000/-.**
4. Electricity security at the rate of Rs.25,000/- per session will have to be deposited by the licensee in advance at the time of allotment of license. If the amount of actual meter reading after one year, increases from Rs.25,000/- the difference will have to be deposited by the licensee. The separate meter for use by the licensee for the dinning hall and mess area will be provided by the office of Superintending Engineer. If the amount of actual electric consumption remains less than Rs.25,000/- the same will be refundable by the concerned Hostel Coordinator/Warden/SE office.
5. Servant room stay charges @1000/- + GST per month may be charged from the licensee of boys hostels only.
6. Water charges @ Rs.300/- per month may be charged from the licensee. Total amount (Rs.300x11= Rs.3300/-) shall be paid immediately on receipt of allotment letter.
7. Mess recurring charges Rs. 30000/- per session will have to be deposited by the licensee in advance at the time of allotment of license.
8. Hostel mess bill payment shall be made through online payment. Hostel mess bill shall be displayed/uploaded by 2nd day of every month by mess contractor.
9. Mess contractor shall claim only the actual mess bill amount deposited by the resident upto 31st July, 2023. In case of resident who default to pay, Mess contractor will claim only Rs.2500/- or due amount whichever is lower against the pending actual mess bill.
10. Mess bill amount (actually collected upto last day of month) will be transferred to respective mess contractor's account by upto 15th date of subsequent month after taking administrative/financial approval from the competent authorities by the hostel warden/coordinator. The record shall be maintained and kept by the respective hostel office.
11. The mess contractor can claim only the mess bill amount deposited by the residents in actual. The excess etc. payment will be credited in the concerned hostel account along with hostel cash book.
12. The payment of last month of the session will be transferred after clearing all the dues by mess contractor.
13. The mess contractor should have an active licence & registration of food businesses under the Food Safety and Standards Act, 2006.
14. The mess contractor should have an active GST registration number and bank current account.
15. The mess contractor should have an active certificate of registration under the Contract Labour (Regulation and Abolition) Act, 1970.
16. The licensee will not entertain his/her guests in the mess.
17. The quality of the food should be good.
18. The service staff of mess contractor should be neatly and cleanly dressed with head cover.
19. The licensee will take care of the cleanliness of the mess as well as kitchen.
20. The behavior of the service staff and the licensee towards the hostel residents should be good. In case, behavior of service staff and licensee is not satisfactory towards the hostel residents, the license can be

withdrawn by giving one month notice with the approval of the Vice-Chancellor. The Mess Contractor would employ minimum one waiter for each thirty residents other than kitchen staff members.

21. Contractor/Manager need to be present at the time of mess functioning and whenever asked to appear.
22. That the Coordinator/Warden/Deputy Chief Warden/Chief Wardens if needed, may check the quality of the food served to the hostlers. If in the opinion of the Coordinator/Warden, quality of the meal being served to the hostel resident is not up to the mark, a fine of Rs.2000/- for poor quality of food/poor cleanliness may be levied any number of time. The Chief Warden/ Deputy Chief Warden can impose fine up to the extent of Rs.5,000/- any number of time for the said reason. The observations of the Chief Warden/ Deputy Chief Warden will be taken into consideration during award of contract during subsequent years by the University.
23. In case of any dispute between the two parties, the same will be referred for the arbitration & the provision of Arbitration & Conciliation Act, 1996 as amended upto date will be applicable on the parties. However legal jurisdiction shall be limited to Hisar only.
24. The licensee will have to execute an agreement deed on the stamp paper of Rs.100/- duly attested by the notary public, which should contain all terms and conditions of the license on the format to be supplied by the office.
25. Guests of the hostel residents/University employees would also be charged the same rate of diet as approved for hostel residents plus Rs.5/- extra as guest diet for a limited period not exceeding seven days with prior permission of the Chief Warden/ Deputy Chief Warden/Warden/Coordinator. Guest entry would be made in the residents account only.
26. In case the licensee wants to vacate the hostel mess, he will have to intimate the Chief Warden in one month advance. On the other hand, if the licensee does not run the mess satisfactorily, he/she will also be given one month notice to vacate the hostel mess by the University. License can be revoked by the Vice-Chancellor on the recommendation of the chief warden without any notice and without assigning any reason, whatsoever.
27. The licensee will ensure to provide a towel, soap on wash basin.
28. All hostel property inside the Mess area (dining hall & kitchen etc.) shall be the responsibility of the contractor. He/she will take care of all the items of the hostel in the Mess area and any other items issued to him/her by the hostel office. Maintenance of the mess area/mess items will be borne by the mess contractor.
29. To avoid any dispute regarding the mess bill, he/she shall maintain a register and allow the students to SIGN on a daily basis regarding the number of diets consumed. It shall be countersigned by the Mess Contractor in the presence of the hostel resident on a daily basis.
30. The approved weekly menu, breakfast, canteen items and charges shall be prominently displayed on the Notice Board inside the Mess Hall. In case of non-availability of any vegetable/item, he should inform the Warden/Coordinator.
31. The mess contractor is not allowed to serve the food to any outsider i.e. non resident of the respective hostel without prior permission of the Warden/Coordinator/ Deputy Chief Warden /Chief Warden and for hostel resident no guest charge will be charged. In case of violation of this rule, a fine up to Rs.500/- will be imposed. The hostel mess bill will be paid online.
32. Utensils/mess items will be provided by the Hostel office. After completion of the mess contract, Mess contractor will return all the utensils/mess items in good condition to the hostel office else actual cost will be charged from mess contractor.
33. The contractor will supply quality items. If the contractor cannot maintain the quality of the canteen items, such responsibility can be given to any vendor related to hostel.
34. The mess contractor will arrange for identity cards for his/her workers/staff and their antecedents may be verified by local police and the report be submitted to the office of the Chief Warden and the

Warden/Coordinator of the concerned Hostel. Further, a medical fitness certificate for self/staff shall be submitted at the time of beginning the mess.

35. Gambling, use & selling of alcoholic drink/drugs/pan masala/gutkha etc, in any form, are strictly prohibited.
36. The mess contractor and his/her staff must not keep iron rod/ weapon/ arms of any kind in the hostel.
37. No room service will be provided to the hostel residents except on genuine medical grounds, after the approval of Warden/Coordinator. In case of violation of this rule, a fine of Rs.100/- each will be imposed on the mess contractor as well as residents.
38. The contractor shall be sole responsible for all statutory provision of relevant enactments (contract labour (Regulation & Abolition) Act. and all other industrial labour enactment etc. at his risk & cost in respect of all staff by him. The university shall be indemnified for any action brought against it for any violation/noncompliance of any of the provision of any acts etc.
39. The university shall not be liable for any damage or compensation payable in respect of or in consequence of any accident or injury to any workman or other person in the employment of the contract through claim from insurance company. The contractor shall indemnify and keep the university indemnified against all such damages and compensation whatsoever in respect or in relaxation thereto.
40. Mess contractor will install fire extinguisher in the dining hall and cooking area, further the cooking gas cylinder shall not be kept in kitchen/cooking area.
41. In case the resident didn't pay the mess bill for consecutive 02 months upto due date, the mess account of the candidate will be suspended by the contractor. Further, Compulsory diets per month will be charged as mess charges. However, warden/Coordinator/Deputy Chief Warden/Chief Warden waive off the charges on genuine grounds.
42. Health check up or medical fitness of all workers will be monitored by mess contractor time to time.
43. Timing of meal hours will be notified time to time on recommendation of hostel administration.
44. The following additional instruction for the mess contractors for smooth functioning of hostel :-

If the food and service of the contractor is not upto the mark, the fine will be imposed in the following ascending order of warning by Deputy Chief Warden /Chief Warden:

- On 1st recorded warning: Diet of that particular time will not be added in all the students mess accounts.
- On 2nd recorded warning: Diet of that particular whole day will not be added in all the students mess account.
- On 3rd recorded warning: Security amount of the contractor will be forfeited.
- On 4th recorded warning: The contract will be terminated.

Annexure-II

Rate per-Diet Rs. 36.00/- (Including GST) for Girls and Boys Hostels

Lunch:

1. Rice-Pulao/Boiled/Fried.
2. Chapati
3. Curd/Raita.
4. Vegetable-Seasonal vegetable/Mix vegetable (as available).
5. Dal (Curry)-Rajmah/Chana/Urad Chana/Ghiya/Chana Dal/Kofta Ghiya / Sambhar.
6. Salaad-Kheera/Onion/Kakadi/Tomato/Radish/Carrot (Seasonable/available).

Dinner:

1. Rice.
2. Chapati
3. Dry Vegetables – Pumpkin/Ghiya/Tinda/Shimla Mirch (Seasonal).
4. Dal-Arhar/Mixed Dal/Masoor/Saboot Moong/Saboot Masoor/Lobiya.
5. Salad (with seasonal vegetables).
6. Desserts-Kheer (Rice/Seviyan) Halwa (Dal/Suji) Custard/Fruits.

Note:

Once in a week (Sunday) there shall be a special lunch whereby the above vegetable will be replaced by Matar-Paneer/Palak Paneer and Chapati's be replaced by puries. On Sunday break fast, Puri Chhole/Chhole Bhature may also be made available. **Compulsory diets will be ten diets per month.** Further, The Warden/Coordinator/Deputy Chief Warden/Chief Warden may waive off compulsory diets of the students on genuine ground.

Rate per-Diet Rs.36.00/-(Including GST)for Girls and Boys Hostels

WEEKLY MENU FOR HOSTEL MESS

<u>Day</u>	<u>Lunch</u>				<u>DINNER</u>		
	Rice	Dal	Vegetable	Raita	Dal	Veg.	Sweet Dish
Monday	Boiled	Rajma	Seasonal Veg.	Raita	Moong Dal	Shimla Mirch	Rice Kheer
Tuesday	Fried	Kadhi	Soyabean Badi	—	Mixed	Bhindi	Suji Halwa
Wednesday	Pulao	White Chana	Aloo Baingan	Ghiya Raita	Chana	Ghiya Kofta	Fruit
Thursday	Boiled	Sambher	Aloo Matar	Dahi/Bhalla	Saboot Moong	Pumpkin	Gulab Jamun/Rasgulla
Friday	Fried	Urad Rajma	Mix vegetable	Vegetable Raita	Arhar Dal	Shimla Mirch & Aloo	Custard
Saturday	Boiled	Black Gram	Bhindi	Raita-Khira	Urad	Seasonal Vegetable	Two Banana/one Apple
Sunday	Pulao & Puri	White Chana	Matar Paneer/Palak Paneer	i)Dahi /Raita	Saboot Masoor	Mix Vegetable	Sevian Kheer

Note:

- Rice, Aata, (Hafed/Shakti Bhog/Deepak Brand), cooking oil (Hafed/Fortune/Ginni), Hafed Brands food items & Milk (Vita/Verka) will be of standard brand.
- Vegetable items may be changed depending on availability with the prior approval of the respective Coordinator/Warden/Deputy Chief Warden/Chief Warden.
- Mess committee will be formed in the beginning of the session and with the approval of Mess Committee, the menu may be adjusted as per requirements.

Recommended Rates for Breakfast & Canteen Items 2022-2023 (including GST)

Sr. No.	Name of the Item	Rate Including GST
1.	Tea (per cup) 150 ml	7.00
2.	Milk Tea (per cup) 150 ml	8.00
3.	Daliya (Full plate)/Khichri	15.00
4.	Prantha (Simple)	10.00
5.	Stuffed Parantha (Potato/Onion/Mooli/Gobhi)	12.00
6.	Bhature (2)/Puri (4) with Chhole	25.00
7.	Curd 100 gm.	7.00
8.	Curd 100gm (With sugar)	7.00+1
9.	Fruit Juice (250 ml)	15.00
10.	Lassi 100 gm (curd)	7.50
11.	Milk Shake (Banana/Mango) 300 ml	20.00
12.	Milk Shake (Roohafja) 300 ml	15.00
13.	Fruit Chat (seasonal fruits) medium size steel plate	17.00
14.	Samosa/Bread Pakora/Bread Roll	10.00
15.	Patties (Veg.)	12.00
16.	Maggi (full packet) preparation with mixed vegetables	25.00
17.	Maggi (full packet) plain	20.00
18.	Sandwich (Two bread piece) a) With vegetables b) With butter c) With vegetable & butter d) With jam e) With paneer	8.00 8.00 10.00 8.00 10.00
19.	Idli/Sambhar/Dosa/Vada	35.00
20.	Lemon water	10.00
21.	Pav Bhaji (two piece)	25.00
22.	Poha (Beaten Rice)/Chirwara	25.00

The contractor will supply quality items. If the contractor cannot maintain the quality of the canteen items, such responsibility can be given to any vendor related to hostel.

UNDERTAKING FROM APPLICANT

I.....D/S/W of has agreed to the following conditions at GJUS&T, Hisar.

1. I and my staff shall not claim any medical assistance.
2. In case of any unforeseen incidence (like hooliganism/medical etc.) with me and my staff, I will take the full responsibility and inform the hostel administration.
3. If at any stage, me and my staff stay in the University and hostels or found under the influence, possession or consumption of Drugs or alcohol I will accept appropriate punishment, fine or both from the university authorities and be ready to face legal action.
4. I _____D/S/W of _____do hereby assure that I will vacate the hostel immediately any time as per requirement of the University.
5. I do hereby also declare that the information provided in application & affidavit is true to my knowledge and I will update it with hostel office whenever any change is there.
6. I have not been black listed/debarred from any university/institutes during the contract.

Signature of the Applicant

