

## TERMS AND CONDITIONS

1. The quotations shall be submitted based on the menu list for one person per day.
2. The rate contract shall be valid for a period of one year
3. The contractor shall execute a bond in the prescribed format, and remit Rs 10,000/- (as DD in favour of the Deputy Registrar CA) towards EMD, which shall be retained as security deposit, till the end of the contract.
4. The contractor shall remit the prescribed rent and service charge @ Rs. 1,000/- and Rs. 500/- respectively, for using the kitchen facilities provided in the Guest House.
5. The contractor should strictly follow the menu list.
6. Food shall be prepared at the place allotted in the University Guest House itself.
7. The inmates other than participants of UGC HRDC programme should be provided food at reasonable rate as on demand.
8. The contractor should follow the instructions given by the Administrative Officer and caretaker concerned, from time to time.
9. If the contractor fails to obey the above said terms and conditions his contract will be terminated without any prior notice.
10. The undersigned reserves the right to reject/accept any quotations without assigning any reason whatsoever.

The sealed quotations along with EMD, should be addressed to the undersigned superscribing as “quotation for the supply of food and refreshments in guest house mess”. The quotations should be submitted before 4.00PM on 31-05-2018.

The quotations will be opened at 4.30 PM on the same day in the presence of vendors then present.

**Sd/-  
JOINT REGISTRAR**

## Format of Deed

This deed of licence, executed between..... (herein after called the First Party, the licensee) and the Joint Registrar(Campus Administration), University of Kerala, Kariavattom (hereinafter called the Second Party).

Whereas the University has awarded contract for providing food at the University Guest House, Kariavattom to ..... First Party herein Vide University Order No. ....the first party has agreed to run the mess under the following terms and conditions.

1. The Licensee (First Party) will be given permission to run the Guest House Mess for **one year w.e.f.....**
2. The Licensee shall deposit a sum of **Rs. 10, 000/- (Rupees Ten Thousand Only)** towards the security for the proper running of the Mess.
3. The Licensee shall remit to the KUF before the 10<sup>th</sup> of every month a sum of **Rs. 1000/- (Rupees One Thousand Only)** towards the licence fee payable by him for the previous month, in respect of the rent of the building in which the Mess is housed. The pay-in-slip shall be submitted immediately to the Administration Section of the Office of the Joint Registrar, Campus Administration, Kariavattom.
4. The Licensee (First Party) shall remit to the KUF the electricity and water consumption charges as per the report from the Engineering Unit within ten days of every month (@ Rs. 500/- per month till new water and electrical meters are fixed) and shall produce the original pay-in-slip to the Administration Section of the Office of the Joint Registrar, Campus Administration immediately.
5. The food articles shall be supplied at the agreed rate specified in the quotation furnished by the licensee and accepted by the University, which shall form part of this agreement.
6. Any articles not specified in the said quotation shall be sold by the licensee only after getting the written permission from the University.
7. The University shall have the liberty to specify the rates at which such articles can be sold by the licensee in the mess. The sale of liquor, Cigarettes, Pan masalas are not permitted.
8. The licensee shall be bound to keep the mess premises neat and tidy and to run the same by abiding the law.
9. The Registrar or other officers deputed by the Registrar shall have the right to free access to the premises at all the times to inspect the Mess and the articles therein.
10. Special food items may be served in addition to the standard items but they cannot be considered as a substitute for the standard items.
11. The food items shall be prepared with unadulterated articles under hygienic conditions and the licensee shall be solely responsible for the same.
12. The licensee shall at all times observe all statutory regulations of the Govt. in force from time to time with regard to health and sanitation and without prejudice.
13. The licensee shall serve the University staff who patronize the mess courteously and shall avoid giving rise to any complaint in his conduct.
14. The licensee shall not make any alteration to the building in his charge and should take care of the kitchen appliances and utensils.
15. The Mess building should not be used as a place of abode during night.
16. The officials of the University will make surprise inspection of the mess every month. If any adulteration or mismanagement is found, the same will be dealt with seriously.

17. In case the licensee fails to abide by any of the terms and conditions and stipulations contained in this agreement, it shall be lawful for the University to terminate the contract by an order in writing with seven days notice to the licensee.
18. In case the University shall have incurred, sustained or been put to any damage or expense by reason of this licence having been so terminated or in case any damages or other money or at any time during the continuance of this licence shall become payable to the University, University shall make good such costs, damages expenses from and out of any money payable to the Contractor.
19. The University shall have right to terminate the licence any time by giving 7 days notice without asking any reason thereof.

IN WITNESS WHEREOF THE CONTRACTOR .....

.....  
 and .....for and on  
 behalf of the University of Kerala have here unto set their hands.

SIGNED BY THE SAID

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**Witnesses**

1.

2.

\*

Signed by.....

.....for and on behalf  
 of the University of Kerala.