

**POST GRADUATE GOVT. COLLEGE FOR GIRLS, SECTOR-42,
CHANDIGARH**

**TERMS AND CONDITIONS FOR THE AWARD OF BOOK & STATIONERY –CUM-TUCK SHOP
SHOP CONTRACT 2016-17**

1. Applicant / Contract must have Minimum three years relevant experience in any educational institution of tricity (Chandigarh, Panchkula and Mohali).
2. **Private Shop owners who are in this business can also apply, but their Financial Bid form will be opened only when if sufficient number of applicants are not available as per point number (1).**
3. **If the applicant submit wrong/False/forged documents then he will be responsible at his own and his contract will be terminated immediately and his security will be forfeited and will be black listed in future**
4. That the above contract is for only 11 months i.e. from 1ST July 2016 to 30th May 2017.
5. That the contractor shall sell text books, reference books stationery & other misc. items allowed by the Principal & contract committee and no cheap, sub-standard material is to be sold.
6. That the contractor shall keep the surroundings of the shop neat and clean at his/her own level.
7. That the contractor shall not overcharge from the students. In case of any genuine/bonafide complaint, the contractor shall be liable to the penalty as recommended by the contract committee which may lead to cancellation of contract and forfeiture of entire amount of security.
8. That the contractor shall employ servants only after the verification of their antecedents by the local police and inform the complete details of the servant(s) to the Principal.
9. That he will deposit a ground rent @ of Rs.5000/- per month. Electricity charges as per Sub Meter reading and as per Chandigarh Administration rates (to be installed by the Contractor at his own cost). In case of Meter not working sum of Rs. 2000/- per month will be charged till faulty meter is replaced/ repaired.
10. That the contractor has to deposit Rs.7500/- in form of F.D. in the name of Principal P.G. Govt. College for Girls, Sector-42, Chandigarh as security Deposit before the award of contract. Security will be refunded after the expiry of the contract.

11. That 6 months advance rent (Rs 5000 x 6 = Rs. 30000/-) to be paid at the time of awarding the contract. Rest of the rent of five months will be paid in one installment in the month of Dec, 2016. Receipt of rent and Electricity Charges must be submitted to the Accountant.

12. That the contract can be terminated at any time if some gross violation of terms and condition, misbehavior, misconduct, overcharging and substandard norms are noticed and the security deposit are also liable to be forfeited.

13. That the contractor will quote the rates of the following items in financial bid performa B.

(I) **Discount on Text Book.** %

(II) **Discount on Guides/Help Books.** %

(III) **Discount on Stationery Items** %

(IV) **Discount on Misc. Items** %

(Minimum Discount on MRP)

11. That the contractor has to vacate the premises on 31st May, 2017 under all circumstances and all types of dues, charges, rent must be cleared otherwise the contractor will be declared as defaulter by the college authorities in future.

12. Initially the contract is for one session, but if the work of the contractor is found satisfactory, on the recommendations of the contract committee, the contract may be renewed for a period of three years (one year at one time, including the present tenure) subject to the approval of competent authority and by increasing the appropriate amount in rent and other charges.

13. That the decision of the Contract Committee will be final in all circumstances and hence binding to all the applicants/contractors.

14. That the contractor / applicant agrees to said terms and conditions, then signed copy of "Terms and conditions performa" by the applicant/ contractor must be submitted while applying along with technical bid performa A.

15. The contractor will execute an agreement with the college regarding the said contract.

I _____ S/o _____ had read the terms and conditions carefully and agrees to work as per said terms and conditions

Name of the applicant _____

Signature of the applicant _____

Date _____