

This Agreement executed on this day of ..... at Jalandhar between M/s ..... (hereinafter called the **FIRST PARTY**) which expression shall include his legal heirs, representatives, executors and successors;

and

**DAV University, Village Sarmastpur, Tehsil and Distt. Jalandhar through its Registrar (hereinafter called the SECOND PARTY) which expression shall include its successors & assigns.**

WHEREAS the First Party has been shortlisted by the Committee constituted by the Second Party by following the proper procedure to operate and maintain **Books & Stationery Shop / General Store (Shop No. .... in Student Centre)** on the campus of DAV University, Jalandhar for the bonafide students of the second party and its guests on the terms & conditions mutually agreed upon by both the parties.

### **Terms & Conditions**

- 1) That the Agreement will be for **One Academic Session** (.....).
- 2) The monthly rental slabs are as under:

<b>Slab</b>	<b>Area</b>	<b>Amount (Rs.) (Including GST)</b>
Slab 1	Upto 300 Sq Ft	
Slab 2	Upto 450 Sq Ft	
Slab 3	Above 450 Sq Ft	

- 3) That the Shop No. .... allotted to the First Party falls under slab ..... The First Party will have to pay monthly rent of Rs. .... (Including GST) applicable w.e.f. ...., to the Second Party. If in case due to Covide-19 pandemic situation arises for emergency shut down of University (as per the guidelines of Government/UGC) then the rent of that full month will be charged only.
- 4) The monthly rent is to be paid by the First Party in advance on or before 10<sup>th</sup> of every month. Monthly dues (except rent) is to be paid on or before 10<sup>th</sup> of next month.
- 5) The First Party will pay electricity /genset backup recovery charges Rs. .... per unit on actual consumption of electricity monthly (as per Meter Reading) to the University.
- 6) The First Party will sell the items after getting them approved from the Competent Authority of the Second Party. The First Party has to get the rates of photocopy and other items, approved from the Competent Authority of the Second Party and the rates must be displayed at prominent place of the Shop. The name of the firm and of the counter must be also displayed prominently.
- 7) The cost of erection and installations inside the Shop will be solely borne by the First Party.
- 8) Proper measures of cleaning and putting the litters in the dustbins has to be taken care by the First Party. The handling charges of Rs. .... (Rs. .... for sweeper and Rs. .... for garbage lifting) will be charged from the First Party on monthly basis by the Second Party.
- 9) The shop must remain open from 8.00 a.m. to 8.00 p.m.
- 10) The Second Party shall be entitled to claim damages for mishandling of its furniture, fixtures & fittings installed in the area provided. Penalty will be imposed on the First Party in addition to the cost of repairs and replacements.
- 11) Engaging of required staff, providing uniforms etc. shall be done by the First Party with the approval of the Second Party. The First Party must submit the ID proof and police verification documents of all its employees working in the Shop as per the **Annexure-A**. If any staff of First Party found misbehaving with any Faculty, Staff or Student of Second Party, strict action will be taken against the First Party.

- 12) The Second Party would reserve the right to check on cleanliness of premises, quality of provisions being sold by the First Party. If any deficiency is found, penalty will be imposed.
- 13) The First Party shall attend all meetings as scheduled by the Second Party. The prior information of the meeting will be given by the Second Party.
- 14) The First Party must submit all necessary statutory documents. (i.e. Aadhar Card, PAN Card, GST Number etc.) to the Second Party.
- 15) The First Party must adhere to the provisions of GST, Provident Fund Act, the Minimum Wages Act and other such acts which are applicable.
- 16) The First Party will adhere to all laws of the land at his/her own responsibility and cost. The Second Party will not be responsible for life and safety at the workplace; the staff of the First Party should be duly insured.
- 17) Consumption of alcohol or alcoholic beverages, smoking and non veg food items, is strictly prohibited on the campus. Any violation of the same may lead to legal action which may also result into termination of contract.
- 18) The First Party will not sublet the contract. If found so, it will invite termination of contract and forfeiture of security money.
- 19) The Second Party reserves the right to make any amendments in the Terms & Conditions as & when required.
- 20) In the event of any dispute with regard to any of the terms and conditions of this agreement, the same shall be referred to the Arbitrator i.e. Vice-Chancellor and the decision thereupon shall be final and binding on both the parties, subject to the jurisdiction limits of Jalandhar District.

**Penalties for violation of Rules, Terms and Conditions**

- 1) The penalty or fine may be imposed (as under) in violation of rules, terms and conditions and with regard to the discrepancy found in the cleanliness of Shop, personal hygiene of workers, changing of the employed staff without information to the Second Party, charging rates of the items not approved by the Second Party etc.
- 2) **Penalty**

First Time	Rs. 10,000/- plus Warning in writing
Second Time	Rs. 20,000/- plus Warning in writing
After That	Termination of agreement
- 3) Absence of the First Party or his representative from the meeting called by the Second Party without prior intimation may attract a fine of Rs.5,000/- on the First Party.

**Note:** Depending upon the severe nature of the complaint, the agreement can be terminated at any stage by the Second Party.

We agree with the terms & conditions as mentioned above.

Signatures of the Contractor