



**General Terms and Conditions for Shops in the Shopping Complex for Auction**

The Shops in DBRANLU, Rai will be auctioned on rental basis on \_\_\_\_\_ at \_\_\_\_\_.

1. The details of Shops, Token Money and Minimum rent is as under:

Sr. No.	Name of Shop	Shop No.	Area	Minimum Rent (Per Month)	Token Money
1.	Laundry Shop	01-A	18.29 Sqm	2,470/- + GST (18%)	6,000/-
2.	Juice, Fruit & Vegetable Shop	01-B	12.35 Sqm	1,940/- + GST (18%)	5,000/-
3.	Grocery Shop	02	30.92 Sqm	3,340/- + GST (18%)	8,000/-
4.	Stationery Shop	03	17.386 Sqm	2,430/- + GST (18%)	6,000/-
5.	Pharmacy, Medical Store	04	15.766 Sqm	2,170/- + GST (18%)	5,500/-
6.	Saloon (Gents)	09	32.16 Sqm	3,270/- + GST (18%)	8,000/-
7.	Saloon (Ladies)	06	44.71 Sqm	4,120/- + GST (18%)	10,000/-
8.	Restaurant	07	57.51 Sqm	5,100/- + GST (18%)	12,000/-
9.	Canteen	08	203.65 Sqm	16,940 + GST (18%)	40,000/-

2. The shops will be allotted on the recommendations of the Standing Committee of the University approved for the purpose, which will shortlist the highest eligible bidder.
3. The shop will be leased out for 11 months on rent basis in the first instance. Extension can be allowed by increasing the rent @ 5% extra after receiving the request from the lessee & considered by the University Authorities.
4. The lessee shall have to disclose his/her identity & photographs alongwith all the supporting documents to the University at the time of submission of the application form.
5. The application fee (non-refundable) of **Rs. 500/-** will be deposited in the Accounts Branch of the university through cash/Demand Draft for participating in the auction of each shop and a copy of receipt will be submitted alongwith the application form.
6. For participation in Auction, the concerned party/person shall have to submit a token money (refundable/adjustable) of amount mentioned against each shop through Cash. Token money of the successful bidders shall be withheld and adjusted against the security deposit whereas, the token money of rest of the bidders shall be refunded after the completion of auction process.
7. Token Money will be forfeited in case the successful bidder fails to take the possession of the premise, as per the procedure, within the period of 25 days after the issue of the offer letter.
8. The lessee shall deposit a security amount (Refundable) equals to **4 times of the final rental amount** through Cash/Online/Demand Draft in favour of the Registrar, DBRANLU, Rai, Sonapat before the commencement of the lease with the sureties of two persons acceptable to



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the Registrar, DBRANLU, Rai, Sonapat. The security will be refunded after the expiry of lease period and no interest will be payable on the security amount.

9. The lessee shall have to pay monthly rent by 10<sup>th</sup> of each calendar month (e.g. *Water charges & rent of July shall be paid upto 10<sup>th</sup> of July*), failing which a fine will be charged as per the table mentioned below.

Sr. No.	Shop No.	Fine (per day)
1.	Shop No. 1(A), 1(B), 3 and 4	₹ 50/-
2.	Shop No. 2,6 and 9	₹ 100/-
3.	Shop No. 7 and 8	₹ 150/-

The lessee will be bound to vacate shop if he/she does not pay the rent for two consecutive months. In such a situation three months' rent will be deducted from his/her security deposit to recover outstanding rent of two months alongwith a penalty equal to one months' rent in lieu of the required notice of one month.

10. The lessee shall abide by all the provisions/rules and regulations framed by the DBRANLU/State Government from time to time. Further, the lease is subject to the provisions of The Haryana Public Premises and Land (Eviction and Rent Recovery) Act, 1972 as amended time to time.
11. In case of any levy, Cess, Service Tax, GST or any other tax or any other liability whenever imposed by any State or Centre Govt. or any other Competent Authority, the same shall be paid by the lessee directly to the authority concerned without any objection.
12. The lessee shall not cause any damage to the premises and will hand-over the premises in the same condition as it has been leased/rented to him and it will be his/her responsibility to keep the premises in perfect condition. Any damages done to property will have to be repaired/replaced by the lessee at his own cost and convenience, failing which the same will be done by the University at the contractor's risk and cost, where the contractor shall be liable to pay the cost of actual expenditure plus 50% of the actual expenditure as penalty. In this regard, the decision of the designated officer of the University shall be final and binding on the Contractor.
12. Only major repairs which shall include (complete replacement of floor/complete plaster of wall, complete replacement of door/window, replacement of tile of floor etc.) would be taken care of by the lessor, provided, the request is recommended by the C&M Branch and approved by the Competent Authority, but the annual white washing, biennial paint or any other type of minor



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- repairs shall be carried out by the lessee at his/her own cost and expense without any claim of refund from the University.
13. The lessee shall use the premises to carry on the trade of items that generally fall under the scope of allotted shop only. The lessee shall not put the premises to any other use including allied or ancillary trade without the prior written consent of the lessor. Change of trade without such consent shall lead to automatic termination of the lease.
  14. In case the lessee vacates the shop without serving a notice period of one month, the lessor shall have the right to forfeit the security deposit.
  15. The lessee shall not make any addition or alternation of any type or otherwise in the premises without obtaining prior written consent of the lessor. In case the addition or alternation is permitted by the lessor, the same shall be carried out by the lessee at his own cost and he will not be allowed to remove them at the termination of the lease.
  16. The lessee shall keep the premises/Shop and the surroundings neat and clean and shall not be allowed to keep anything in the corridor (in front of the Shop) or the roof or the open space. The Registrar of the University or his representative may without any prior notice, can order the lifting of all such material on the un-authorized places and the same shall be forfeited or released on payment of penalty to be determined by the Registrar.
  17. In case of any loss or damage to the customers due to his/her employee's negligence, the lessee shall be responsible for the compensation payable to the customers for loss/damage done by him or any of his/her employees.
  18. The lessee shall not sublet the shop or any part of its premises in any form whatsoever (even in the form of partnership) to anyone.
  19. That the lessee shall conspicuously display rate list as per the norms of the university.
  20. The Shopkeeper/lessee has to execute License Agreement on Rs. 100/- Non-Judicial Stamp Paper within 15 days from the issuance of allotment letter. The cost of agreement paper shall be borne by the lessee.
  21. The lessor or his/her nominees shall have access to the premises at all reasonable time to inspect and see for himself/herself that the agreed conditions are strictly adhered to; by the lessee.
  22. The lessee shall neither object nor obstruct the entry of the lessor on the leased premises for inspection, maintenance and taking over of the premises on the termination of the lease under any of the clauses of the deed.



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23. There will be a lean period for the business due to vacation, especially during January and July months and the lessee shall be liable to pay the rent for this period as well. Any request to waive off rent for such period shall not be considered in any circumstances.
24. Only those persons/individuals/agencies may apply, who are serious to run the shop either by himself/herself or by his/her spouse/son/daughter/father/mother.
25. The lessor may allow the use of open space by the lessee such as (putting up a tent) purely on temporary basis on payment of requisite charges or as allowed by Competent Authority.
26. The lessee shall dispose of the garbage only at the prescribed garbage bins. The Registrar may impose a fine up to 1,000/- if the lessee is found spoiling the cleanliness by throwing garbage at un-authorized places.
27. The lessee shall not indulge in any such activity which may cause nuisance to others or which is considered by the Registrar as not congenial to the Campus atmosphere.
28. The University strictly prohibits any form of child labour within the leased shops. By entering into this lease agreement, the tenant acknowledges and agrees to comply with all Local, State and Central Laws and Regulations regarding child labour. Any violation of this policy will result in immediate termination of the lease agreement.
29. Any violation of the terms and conditions mentioned in this document may invite a penalty, as decided by Competent Authority, **upto Rs. 1,000/-** in first instance and **upto Rs. 2,000/-** on subsequent violation. Further violation may result to the termination of the contract.
30. The lessee shall not commit any act or omission which is detrimental to the interest of the DBRANLU in any manner. Indulgence in any such act or omission and violation of any term of the lease deed will amount to automatic termination of the lease and forfeiture of security.
31. The lessees will not appoint any employee without proper identification/verification of antecedents and lessee will employ only persons who are medically fit.
32. In case the lessee commits breach of any of the above terms and conditions of the lease deed, the lease will stand terminated forthwith and the lessee will not be entitled to the convenience of any notice of termination and the security amount will be forfeited.
33. The automatic termination of the lease on account of violation of any one of the aforesaid clauses will make it obligatory for the lessee to vacate the premises voluntarily within 10 days from the date of the violation, failing which lessee will be deemed to be continuing illegally on the premises and in addition to other legal liabilities, the lessee will be liable to pay a penalty equivalent to one month rent for every day of the illegal continuance on the premises



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34. The lessee shall obey and abide by all such orders/directions, rules and provisions of laws related to Labor, Women, Children Welfare, Excise and Taxation and other grooming laws applicable to such shops enforced by the Government of Haryana and Central Govt. of India.
35. That the lessor shall have the right to terminate the license after giving one month notice without assigning any reason thereof.
36. Time to time, the feedback reports will be taken from students/staff/faculty in terms of rates, quality, hygienic cleanliness, and availability of items, conduct of allottee and its staff. The overall performance will be accessed by Shop Allotment Committee.
37. The sale of Narcotics is strictly prohibited in shop. Further, smoking and consumption of alcohol/intoxicants in the premises is strictly prohibited. If any of bidders is found to be indulging in such activity, the university shall be entitled to impose a fine of Rs. 5000/- and terminate the contract.
38. During the course of contract, if any of bidder's personnel are found to be indulging in any corrupt practices causing any loss of revenue to the DBRANLU, the University shall be entitled to terminate the contract forthwith duly forfeiting the Contractor's Security.
39. It is likely that items marked with Maximum Retail Price (MRP) are to be sold at discounted prices; however, under any circumstances, the selling price shall not exceed the MRP and rates for the other items without MRP should be on the market rate or the rates approved by the University from time to time.
40. Electricity Charges shall be paid by the lessee alongwith monthly rent. The rates for supplying the electricity shall be at par as per the commercial rates of the UHBVN as charged to the University according to the units shown by a separate electric meter in this regard whereas Power supply provided through DG sets shall be @ Rs. 24/- per Unit on the actual consumption basis. The electricity bill shall be paid within 10 days from the date of issuance of the bill.
41. Shops utilizing the water supply shall be liable to pay a monthly fee of Rs. 500/- for the same.
42. The shop timing in the summer session will be from 08:00 AM to 10:00 PM and winter session from 09:00 AM to 10:00 PM or as may be prescribed by the University from time to time.
43. If the vendor will not handover the possession of the shop after expiry/termination of the allotment period, the concerned Branch will issue a notice for handing over the possession within 15 days and no further notice will be given to handover the possession. The standing committee will take over the possession of such shops after unlocking the same under videography and will make a list of the items found in such shop with prior approval of the



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- competent authority in the interest of the institution and the same shall be handed over after deposition of the penalty i.e., 5 times of the rent.
44. In case of any dispute not covered in the terms & conditions/agreement, the matter will be referred to the Vice-Chancellor whose decision shall be final.
45. All disputes are subject to jurisdiction of the Courts of Sonapat only.

**Deputy Registrar (Gen.)**

All the above terms and conditions given in Auction Notice have been read by me and are accepted with letter and spirit.

Name of the Bidder:

In capital letters \_\_\_\_\_

Father's Name \_\_\_\_\_

Residential Address: \_\_\_\_\_

\_\_\_\_\_

Signature of Bidder

Dated:



**ELIGIBILITY FOR SALOON (GENTS):**

1. The person/individual/agency preferably should have experience of atleast 01 year of working under/running similar business, for which he/she is applying. In case of minimum 03 suitable person/agency are not found, the criteria of experience will be relaxed, as the case may be, by the University.
2. He/she should be of age between 18 to 65 years (*Attach any documentary proof*).
3. The bidder has to enclose Aadhar Card for Address proof.
4. Bidder shall submit a Character Certificate/Police Verification issued by Local Administration, MP/MLA Local Police/ or Gazetted Officer.

**ADDITIONAL TERMS AND CONDITIONS FOR SALOON (GENTS)**

1. The lessee shall comply with applicable health and safety standards and guidelines set by local health departments or professional associations. This includes adhering to proper sanitation and sterilization practices as well as any specific requirements for the saloon industry.
2. The lessee shall only use the branded products.
3. The lessee shall display the price list of the services provided as per the rates mutually agreed between lessor and lessee.

**ELIGIBILITY FOR SALOON (LADIES):**

1. The person/individual/agency preferably should have experience of atleast 01 year of working under/running similar business, for which he/she is applying. In case of minimum 03 suitable person/agency are not found, the criteria of experience will be relaxed, as the case may be, by the University.
2. He/she should possess a course certificate in the relevant field not less than 06 months.
3. He/she should be of age between 18 to 65 years (*Attach any documentary proof*).
4. The bidder has to enclose Aadhar Card for Address proof.
5. Bidder shall submit a Character Certificate/Police Verification issued by Local Administration, MP/MLA Local Police/ or Gazetted Officer.

**ADDITIONAL TERMS AND CONDITIONS FOR SALOON (LADIES)**

1. The lessee shall comply with applicable health and safety standards and guidelines set by local health departments or professional associations. This includes adhering to proper sanitation and sterilization practices as well as any specific requirements for the saloon industry.





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2. The lessee shall only use the branded products.
3. The lessee shall display the price list of the services provided as per the rates mutually agreed between lessor and lessee.
4. The presence of a female attendant is compulsory in the shop during the execution of services.

**ELIGIBILITY FOR SATIONARY SHOP:**

1. He/she should be of age between 18 to 65 years (*Attach any documentary proof*).
2. The bidder has to enclose Aadhar Card for Address proof.
3. Bidder shall submit a Character Certificate/Police Verification issued by Local Administration, MP/MLA Local Police/ or Gazetted Officer.

**ELIGIBILITY FOR JUICE, FRUITS & VEGETABLES:**

1. He/she should be of age between 18 to 65 years (*Attach any documentary proof*).
2. The bidder has to enclose Aadhar Card for Address proof.
3. Bidder shall submit a Character Certificate/Police Verification issued by Local Administration, MP/MLA Local Police/or Gazetted Officer.

**ADDITIONAL TERMS AND CONDITIONS FOR JUICE, FRUITS & VEGETABLES SHOP**

1. The lessee shall ensure that the relevant provisions of Food Safety and Standards Act 2006 or any other provision of law on food safety and standards notified by the Competent Authority are adhered to; in preparation, packaging, serving of items, maintenance of hygiene levels by the handlers and the equipment to be used in the process.
2. The lessee shall display the price list of the items provided.
3. The lessee shall not trade in any item other than fresh juices, fruit shakes, fruits and vegetables.

**ELIGIBILITY FOR GROCERY SHOP:**

1. He/she should be of age between 18 to 65 years (*Attach any documentary proof*).
2. The bidder has to enclose Aadhar Card for Address proof.
3. Bidder shall submit a Character Certificate/Police Verification issued by Local Administration, MP/MLA Local Police/ or Gazetted Officer.





**ADDITIONAL TERMS AND CONDITIONS FOR GROCERY SHOP**

1. The lessee shall ensure that the relevant provisions of Food Safety and Standards Act 2006 or any other provision of law on food safety and standards notified by the Competent Authority are adhered to; in packaging, serving of items, maintenance of hygiene levels by the handlers and the equipment to be used in the process.
2. The vendor shall maintain the cleanliness and hygiene of the shop and its surroundings at all times.
3. The lessee shall not trade in any narcotic product such as Cigarette, Bidi, Gutkha or any other tobacco product.
4. The lessee shall not trade in dairy products, soft drinks, fastfood (pizza, burger, sandwich, hotdog), packaged juices and any other irrelevant item.

**ELIGIBILITY FOR LAUNDRY SHOP:**

1. The person/individual/agency preferably should have experience of atleast 01 year of working under/running similar business, for which he/she is applying. In case of minimum 03 suitable person/agency are not found, the criteria of experience will be relaxed, as the case may be, by the University.
2. He/she should be of age between 18 to 65 years (*Attach any documentary proof*).
3. The bidder has to enclose Aadhar Card for Address proof.
4. Bidder shall submit a Character Certificate/Police Verification issued by Local Administration, MP/MLA Local Police/ or Gazetted Officer.

**ADDITIONAL TERMS AND CONDITIONS FOR LAUNDRY SHOP**

1. In the event that any garments belonging to students or staff are damaged while being handled by laundry service, the vendor shall compensate for the damage. This compensation will be determined based on the value of the garment and the extent of the damage.
2. The lessee shall display the price list of the services provided.
3. The lessee shall use the good quality laundry products.



**ELIGIBILITY FOR MEDICAL/PHARMACY STORE:**

1. The applicant must be a registered pharmacist with a valid pharmacy license.
2. The person/applicant must have relevant licences/certificates/documents required for running the Medical/Pharmacy store.
3. The person/individual/agency preferably should have experience of atleast 01 year of working under/running similar business, for which he/she is applying. In case of minimum 03 suitable person/agency are not found, the criteria of experience will be relaxed, as the case may be, by the University.
4. He/she should be of age between 18 to 65 years (*Attach any documentary proof*).
5. The bidder has to enclose Aadhar Card for Address proof.
6. Bidder shall submit a Character Certificate/Police Verification issued by Local Administration, MP/MLA Local Police/ or Gazetted Officer.

**ADDITIONAL TERMS AND CONDITIONS MEDICAL/PHARMACY STORE**

1. The lessee shall be required to comply with all applicable Local, State, and Central Laws and Regulations governing pharmaceutical and medical operations, including licensing requirements, safety standards, and health regulations.
2. The vendor must ensure that all pharmaceutical items are stored and displayed in a safe and sanitary manner.
3. The vendor must comply with all regulations regarding the storage and sale of pharmaceutical products.

**ELIGIBILITY FOR RESTAURANT:**

1. The person/individual/agency preferably should have experience of atleast 01 year of working under/running similar business, for which he/she is applying. In case of minimum 03 suitable person/agency are not found, the criteria of experience will be relaxed, as the case may be, by the University.
2. He/she should be of age between 18 to 65 years (*Attach any documentary proof*).
3. The bidder has to enclose Aadhar Card for Address proof.
4. Bidder shall submit a Character Certificate/Police Verification issued by Local Administration, MP/MLA Local Police/ or Gazetted Officer.

**ADDITIONAL TERMS AND CONDITIONS FOR RESTAURANT**

1. The lessee will bring his own tools, cookers, hot boxes, steam boxes, trolleys,



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equipment, utensils, plates, jugs etc., in sufficient quantity as needed to maintain the Restaurant. The Contractor shall not use the Restaurant premises for any other activity except for the purpose for which it has been provided for.

2. The lessee should be in a position to cater to the tastes of North Indian, south Indian and Chinese dishes, if required.
3. No minimum guarantee will be furnished to the lessee towards consumption of food-items. The lessee is advised to maintain the highest quality at the minimum possible prices at all times.
4. The workers employed by the lessee shall be directly under the supervision, control and employment of the lessee and they shall have no connection whatsoever with the University. The University shall have no obligation to control or supervise such workers or to take any action against them except as permissible under the law.
5. The lessee shall ensure that either he/she himself/herself or his/ her representative is available for proper administration and supervision at the works to the entire satisfaction of the University.
6. The employees of the lessee should possess good health and should be free from any diseases; especially contagious and frequently recurring diseases.
7. The lessee prior to the commencement of the operation of Restaurant shall inform the University about the details of all the staff proposed to be deputed in Restaurant. Such detail of Staff, inter alia, shall include Name, age/ date of birth; photograph, permanent address, police verification report and profile of the health status of the staff.
8. The lessee shall be responsible for timely payment of wages to his/her workers as per Minimum Wages Act and fulfill all other statutory obligations, such as, Provident Fund, ESI, Service Tax, obligation under the contract Labour (R &A) Act, 1970 etc. in force from time to time.
9. The lessee shall ensure proper discipline among his/her workers and further ensure that they do not indulge in any unlawful activity. Employment of child labour is strictly prohibited under the law. Therefore, the Contractor will not employ any child and should deploy workers who are above 18 years of age.
10. The lessee shall ensure compliance of all laws relating to cleanliness, sanitary, hygienic and health conditions and other laws in force from time to time with regard to the environment around cooking place and surrounding etc.
11. Lessee shall be obligated to comply with whole of the statutory obligations including but not limited to registration under Food Safety and Standards Act, 2006 and regulations there under as applicable from time to time and maintain currency of Licenses at all times during the performance of services pursuant to award of work here under.



**ELIGIBILITY FOR CANTEEN:**

1. The person/individual/agency preferably should have experience of atleast 01 year of working under/running similar business, for which he/she is applying. In case of minimum 03 suitable person/agency are not found, the criteria of experience will be relaxed, as the case may be, by the University.
2. He/she should be of age between 18 to 65 years (*Attach any documentary proof*).
3. The bidder has to enclose Aadhar Card for Address proof.
4. Bidder shall submit a Character Certificate/Police Verification issued by Local Administration, MP/MLA Local Police/ or Gazetted Officer.

**ADDITIONAL TERMS AND CONDITIONS FOR CANTEEN**

1. The lessee shall supply the items as per pre-approved rates. The lessee will not increase the rates of any item during the extended period.
2. The lessee shall ensure to provide the items to the students, Residents and staffs on the agreed rates only. Further, any addition/amendment/deletion to the list is subject to the mutual consent of both the parties. A list of brand/quality of the material to be used is enclosed at Annexure -III.
3. The lessee shall arrange catering services for various official meetings etc. as and when required, the payments of which shall be made by the University on the agreed rates.
4. The cooking medium used for food preparation must be AGMARK/ISO quality strictly as per the quality/brands mentioned herewith in this Agreement. No Vanaspati/Dalda will be allowed to use.
5. If at any point of time, it is found that the quality/Brands are used other than the quality/brands specified in the Annexure-III by the lessee, a penalty of Rs. 1000/- per occasion will be imposed on the lessee, which shall be required to be deposited along with the monthly charges.
6. The lessee shall display the approved daily menu prominently in the canteen on a prominent place so as to be readily available to students, residents and staff.
7. The lessee shall comply with the instructions of the University Authorities in regard to the kind of menu to be served in the official lunches/tea snacks.
8. The lessee shall provide his own crockery, cutlery and utensils for staff lunch, tea, coffee etc. The size & quality of crockery should be of standard quality.
9. The lessee should maintain clean, healthy and hygienic conditions of the canteen including cooking and eating area at all times.
10. The lessee will be responsible for the cleanliness of crockery, cutlery, cooking utensils. The University will neither provide any cleaning materials; dusters etc. for the same nor any extra payment will be made on this account.
11. A very high standard of hygiene must be maintained in all respect. Quick day to day



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disposal of waste material and garbage of the canteen shall be maintained. Failure in quick and proper disposal of waste will make the lessee liable to pay fine, which may extend up to Rs.1000/- per such occurrence, which shall be payable along with the monthly charges.

12. The University shall reserve its right to take samples of edibles/raw materials from the canteen for the purpose of Inspection & Investigation and get the same tested in laboratory with a view to maintain the requisite standard of quality. However, such samples will be drawn either by authorized representatives of the University or by any Government authorities, as per procedure laid down in Prevention of Food Adulteration Act and Allied Acts etc.
13. The lessee shall be responsible for conduct, behaviour, safety and security of its personnel deputed in the canteen and University shall not be responsible for the same in any respect.
14. Fly catchers must be installed in kitchen and serving area of the canteen so that high standard of hygiene can be ensured in that area.
15. Availability of Biscuits, chips and other related items in small packaging be ensured by the contractor.
16. Care must be taken to ensure that, while carrying out the work, fittings, fixtures, furnishings, equipment provided by the University are not to be damaged. Any damages done to the same or any other property will have to be repaired/replaced by the lessee at his own cost and convenience, failing which the same will be done by the University at the contractor's risk and cost, where the contractor shall be liable to pay the cost of actual expenditure plus 50% of the actual expenditure as penalty. In this regard, the decision of the designated officer of the University shall be final and binding on the lessee.
17. All work shall be carried out with due regard to the convenience of the University. The orders of the concerned authority shall be strictly observed. The Contractor will deploy adequate manpower for work during late hours and on Saturdays/Sundays, including other holidays, according to the requirement of the University and the guests. The lessee will bring his own tools, cookers, hot boxes, steam boxes, trolleys, equipment, utensils, plates, jugs etc., in sufficient quantity as needed to maintain the canteen services. The lessee shall not use the canteen premises for any other activity except for the purpose for which it has been provided for.
18. The lessee should be in a position to cater to the tastes of North Indian, south Indian and Chinese dishes, if required.
19. The workers employed by the lessee shall be directly under the supervision, control and employment of the lessee and they shall have no connection what- so-ever with the University. The University shall have no obligation to control or supervise such workers or to take any action against them except as permissible under the law.
20. The lessee shall ensure that either he/she himself/herself or his/ her representative is available for proper administration and supervision at the works to the entire satisfaction of the University.



**ANNEXURE - I**

**Check list for Auction Submission**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Status (Yes enclosed)</b>	<b>Page No. of Docs.</b>
1.	<b>Name of Owner/Proprietor/Authorized Person</b>		
2.	<b>Address</b> (Copy of proof to be enclosed)		
3.	<b>Mobile No.:</b>		
4.	<b>Email ID: -</b>		
5.	<b>Type of Services applied for:</b>		
6.	<b>Application Fee</b>		
7.	<b>Work Registration No./ Drug Controller License</b> <i>Exclusively for Pharmacy shop</i> (Copy to be enclosed)		
8.	<b>Experience-Certificate of work done to be enclosed, if any.</b> (Experience Certificate mentioning specific relevant work with period)		
9.	<b>Aadhar Card</b> (Copy to be enclosed)		
10.	<b>GST No.</b> (Optional)		

Dated:

Signature

Name in Block letters \_\_\_\_\_

Name of the Agency \_\_\_\_\_

Address with stamp:

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**ANNEXURE-II**

**UNDERTAKING**

To,

**Registrar,  
Dr. B.R. Ambedkar national Law University,  
Rai-131008,  
District-Sonepat (Haryana)**

Sir,

1. I/We the undersigned, certify that I/We have gone through the terms and conditions mentioned in the Auction documents and undertake to comply with them.
2. It is further certified that our firm/individual has not been blacklisted by any agency in India or abroad.

**Dated:**

**SIGNATURE OF THE BIDDER  
WITH SEAL**

**NAME OF THE BIDDER  
WITH ADDRESS**





**ANNEXURE-III**

**BRAND/QUALITY/ MAKE OF MATERIALS**

<b>Sr. No.</b>	<b>ITEMS</b>	<b>QUALITY/BRAND</b>
	<b>Dairy Products</b>	
1	Milk- Toned, Pouched	100% Milk Food/ Vita /Mother dairy/Amul
2	Butter	Amul / Britannica / Vita / Vijya
3	Cheese Processed	Amul / Britannica / Vita / Vijya
4	Condensed Milk	Milk Maid/ Nestle/Mother Dairy /Parag/Verka
5	Ice Cream	MotherDairy/KwalityWalls/Vadilal/Havmor/ Amul
6	Curd	Packed (100 Gms) curd of Nestle/MotherDairy/Amul/Vita
	<b>Bakery Products</b>	
1	Bread	Harvest Gold /Britannia /Modern /Perfect
2	Biscuit	Britannia / Parle / Sunfeast/ Little Heart/ 50-50 / Good day / Bourbon Chocolate or orange / Priya Gold / Snax
	<b>Provision and Stores</b>	
1	Atta (Whole grain)	Good quality Agmark of Aashirwad / Aahar / Nature Fresh / Shakti Bog
2	Basmati Rice	Good quality Basmati Rice (Red Fort, Dawat)/IndiaGate/Kohinoor
3	Sugar Cube	Daurala or equivalent.
4	Low calorie sweetener (Sachet/ tablet)	Equal / Nature fresh / Sugar Free
5	Tea Bags	Taj Mahal / Tata Tetley / Lipton
6	Coffee	Nestle Classic/Bru/Tata
7	Jam	Kissan / Top / Hinz / Catch
8	Pickle	Kissan / catch / Panch Ranga/Tops/Haldiram
9	Refined Oil (Low fat content)	Gold seal (Lipton) / Postman (Hindustan Lever) / Sweekar / Sun flower / Saffola
10	Tamato/Chilli/Soya Sauce	Magi / Kissan / tops
11	Garam/Chat/Chana Masala - Kasturi Methi, table salt, Dhania/ Chilli/Haldi Powder	Good Quality MDH / Catch. / Agmark MTR –ISI mark
12	Custard Powder	Brown and poison/wake Field
13	Laung/Dal Chini/Elaichi and other hot spices etc.	Best quality
14	Pulses – Dals and beans etc.	Best quality
	<b>Fruits and vegetables</b>	
15	Fresh fruits / fresh vegetables or frozen veg.	Fresh and Best Quality 7- Frozen items of safal / Mother dairy