

**KASTURBA NURSING COLLEGE, STUDENTS WELFARE
ASSOCIATION, SEWAGRAM, WARDHA - 442102**

KNC/ 998

Date: 29/06/2023

Mr. Ritesh Gawande,
Prop. Maa Navdurga Servises,
Aarvi Naka, Wardha

*Have also
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apartment -
Bhal
6/7*

Sub: Work Order for managing Mess at Nurses Hostel, Sevagram

Sir,

This has reference to the negotiation meeting held on 29th May 2023 on the basis of rates quoted for the tenders for running of Mess in various hostels. It has been decided to award the outsourced assignment to you of running Mess of Nurses Hostel for a period of 1 year @ monthly consideration of **Rs. 1450/-** inclusive of all charges on the following terms and conditions:

1. The contract is awarded to you for a period of 12 months w.e.f. **1st July, 2023**. We agree to provide you a space in the premises of Nurses Hostel with water taps, electrical fittings and lights for running the above Canteen.
2. The responsibility of repairing of water taps, electrical fittings like fans, lights and other equipment's shall be of yours.
3. You shall equip the Mess with Refrigerator, Almirah, Burner, Cylinders and Utensils etc. for food materials.
4. You shall submit a list of your workers with photographs and police verification.
5. You will have to deposit of Rs. 50,000/- towards Security Deposit in the account of Students Welfare Association of Kasturba Nursing College, Sevagram within 7 days after taking charge of mess. You shall pay a monthly License fee of Rs. 500/- + (Other charges applicable as per rule) on the first of each calendar month which shall be exclusive of electricity & water charges.
6. Your workers shall wear head gear to prevent hair fall and shall use aprons while cooking.
7. You shall use good quality grains and vegetables for cooking
8. You shall also pay Security Deposit 3 months rent in advance i.e. in the Account of Students Welfare Association of Kasturba Nursing College, Sevagram which shall be retained for the period of this agreement without interest within 1st month of getting work order. If you stop your work before expiry of your term, Kasturba Health Society will have all the rights to forfeit your Security Deposit
9. A separate meter will be installed in the premises of the Hostel. You shall pay electric charges as per the meter reading provided to you in the Mess immediately after the same is intimated by the Engineering Department of the Kasturba Health Society. You will also have to pay **Rs. 500/-** per month as water charges.
10. You shall cook the food items as per menu mentioned in Annexure I to the inmates of Nurses Hostel as per the rates quoted by you in the tender.

11. You shall supply all the food items mentioned in the tenders submitted by you as per the demand of the inmates of hostel at the rates quoted by you in the tender meeting for items mentioned in "Annexure I".
12. Workers engaged by you for working in the Canteen shall be allowed to work subject to medical fitness certified by the Medical Officer of Kasturba Hospital, Sevagram and they should maintain cleanliness and hygiene.
13. You shall maintain the mess premises hygienically clean at all the times.
14. You shall not sell or store liquor, drugs or non-vegetarian items in the Mess. You shall also not allow your workers to chew tobacco, spit on the floor of Mess premises or make it dirty. No smoking will be allowed in the premises of Mess and you shall not keep any forbidden material such as Gutka, cigarettes, pan, tobacco or any alcoholic drinks etc.
15. The Warden, Nurses or any other teaching faculty appointed by the Chairperson/ Principal, Kasturba Nursing College may inspect the cleanliness and working of the Mess from time to time. Any instructions given for better functioning of the Mess shall be followed by you.
16. You shall also enter into an Agreement with Kasturba Nursing College Students Welfare Association, Sewagram, incorporating various terms and conditions pertaining to the contract including those specified above on non-judicial stamp of Rs. 100/- and shall bear the cost of stamp and registration.
17. In case you fails to commence/execute the work as mentioned in the work order or there is a breach of any terms and conditions of the contract the Chairperson, KNC Students Welfare Association reserves the right to impose the penalty as detailed below:

Offences	Penalties (In Rupees)
Not found displaying photo ID	100/- per instance
Worker not in proper Uniform	500/- per instance
Indulging in smoking/drinking/ sleeping or any other misconduct during duty hours	1000/- with removal of the offender
Duty performed by a worker for more than one shift in 24 hours	Not more than 5% of the total attendance. Penalty of 200/- per instance in case of non-compliance
Unsatisfactory performance	Individual Complaint: 1000/- per instance Adverse report by ad hoc Committee for inspection: 5000/- per instance Adverse Monthly report: 10,000/- per report
Complaints are not registered or not redressed	500/- per instance
Absence of personal protective gears	200/- per instance
For any other breach, violation or contravention of any terms and conditions	Rupees 5000/- will be imposed per day
In case the services remain consistently unsatisfactory for a period of more than 2 weeks	Penalty of 5% of the annual contract value will be imposed

18. Chairperson, Kasturba Nursing College Students Welfare Association, Sewagram reserves the right to review, change or modify the terms and conditions of this agreement.

If you agree with the above terms and conditions please let us have your consent so that an agreement may be entered with you for the same.

Thanking you,

Yours sincerely



**Chairperson/ Principal,
Students Welfare Association, KNC Sewagram**

*Students Welfare Association
Kasturba Nursing College,
SEWAGRAM, WARDHA*

Encl. : Annexure 1

Copy to: Secretary, KHS
Warden, Nurses Hostel
Account Section, Kasturba Nursing College
Engineering Section

ANNEXURE I

Nurses Hostel Menu

Sr. No.	Particulars	Food Items	Time
1.	Breakfast	Chane-Poha, Upma, Idli-Sambhar, Sambharwada, Sabudana Usal, sandwich, Tea, Coffee	6.00 AM to 9.00 AM
2.	Lunch	Chapati, Dal, Rice, Salad, Sabji with Gravy	12.00 Noon – 2.00 PM
3.	Evening Tea	Tea / Coffee	5.00 PM – 6.00 PM
4.	Evening Dinner	Chapati, Dal, Simple Sabji, Salad	7.30 PM – 9.30 PM
5.	Sunday Feast	Chapati, Dal, Rice, Salad, Sabji with Gravy, Simple Sabji, 1 Sweet Dish	12.00 Noon – 2.00 PM

Monthly Charges (inclusive of all charges as per rules) -Rs. 1450/- per person per month

Anay Ramesh

**Chairperson/Principal,
Students Welfare Association, KNC Sewagram**

*Students Welfare Association
Kasturba Nursing College,
SEVAGRAM, WARDHA*