

ADVERTISEMENT

RUNNING OF VARIOUS SHOPS AT RIMC, DEHRADUN

1. Rashtriya Indian Military College (RIMC), Dehradun invites application for following shops on contract basis for a period of five years with a three years cooling off/ break period :-

- (a) Tailor Shop.
- (b) Barber Shop.
- (c) Stationery Shop.
- (d) Sports Shop.
- (e) Cafeteria Services.
- (f) Cobbler Shop.
- (g) STD Booth.
- (h) Laundry Services.
- (j) Travel agency Services.

2. The above being Regimental shops are reserved 100% in the following order of priority :-

- (a) War widows/widows of defence personnel killed while on duty.
- (b) Disable soldier
- (c) Ex-Servicemen
- (d) Spouses / widows of ex-servicemen.

3. Rebate for the shop will be fixed by a Board of Officers post submission of requisite documents.

4. **Allotment of Shops.** The shops will be allotted to the highest bidder as per two bid system selection process.

5. **License Fee for Shops.** On successful allotment of shops, license fee as generated by MES be paid on actual.

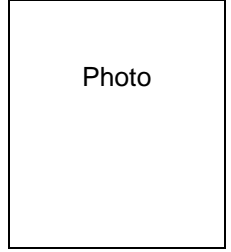
6. Application for allotment of shops could be obtained from Administrative Office, RIMC, Dehradun or downloaded from website www.rimc.gov.in

7. Last date of submission of documents is within 14 days from the date of publication of advertisement.

Administrative Officer
RIMC, Dehradun
rimc-uk@nic.in

APPLICATION FORM FOR ALLOTMENT OF SHOPS AT RIMC, DEHRADUN

1. Name of Applicant (in Full) :
(Army No, Rank & Name)
2. Name of Husband (if War Widow) :
3. Unit / Regiment :
4. Date of Birth and Age :
(As on 01 Jan 2023)
5. Present Address :
6. Permanent Address :
7. Tele No and Mail Address :
8. AADHAR and PAN No (with copy) :
9. Bank Details :
10. Documents enclosed along with Application (Self attested):



- (a) Discharge Book.
- (b) Pension Pay Order.
- (c) Experience Certificate.
- (d) Education Certificate.
- (e) Bank Pass Book (s), FDRs and Share Certificate (if any).
- (f) IT Returns for last 3 years.
- (g) TIN/GSTAN/PAN No & Sales Tax deposition documents in the name of his / her firm
- (h) FSSAI Certificate deals with food product.
- (h) Police Verification

11. I have read the instructions attached as Annexure and will be abide by them in application and spirit.

(Signature of Applicant)
Dated:

Annexure

(Refer Para 11 of Application)

INSTRUCTIONS

1. Application form for allotment of shop, duly completed by the desirous candidates on prescribed form will be deposited along with a Bank Draft of Rs 500/- (Rupees five hundred only), payable to Commandant, RIMC, Dehradun as earnest money. The earnest money will be refunded to those candidates, not allotted the shop and for those applicants selected for allotment, earnest money will be adjusted towards security deposit/rebate. If an applicant is selected and allotted a shop and is unable to open business within 15 days time from date of allotment or if he declines to accept the allotment after selection, 50% of his earnest money will be forfeited and the allotment will be cancelled.
2. Priority of allotment of shop will be as per para 8 of DGLW&E letter No B/89915/AP-2/2003/Land (Policy & ANC)/75 dated 28 Sep 2017 as amended vide para 2(a) of DGLW&E letter No B/89915/AP-2/2003/Land (Policy & ANC)/75 dated 07 Feb 2018.
3. **Financial Documents.** Applicants will submit their financial status by giving copies of bank pass book (s), FDRs and share certificates (if any). The applicant should be financially sound to run the allotted shop properly.
4. All applicants will ensure that under mentioned documents are attached while applying for allotment of shops: -
 - (a) Discharge Book.
 - (b) Pension Pay Order.
 - (c) Retired Veteran Iden Card.
 - (d) Experience Certificate (if any).
 - (e) Diploma Certificate (in case of Radio repairs / Electric repair shops).
 - (f) Education certificate.
 - (g) Affidavit as given at Annexure to the instructions (Only for selected candidates).
 - (h) Police Verification.
5. **Age Limit.** Applicant should not be above the age of 60 years on the date of the application. Produce proof of age.
6. **Fixation of Rebate.** Rebate for the shops will be fixed by a Board of Officers to be held at RIMC, Dehradun in the month of January every year.

7. **Mode of Payment of Rebate.** Rebate will be deposited by shopkeepers through bank draft/NEFT transfer to the Commandant RIMC, Dehradun as under: -

<u>Qtr Ending</u>	<u>Last date of Deposit</u>
(a) Jan-Mar	by 05 th Jan
(b) Apr-Jun	by 05 th Apr
(c) Jul-Sep	by 05 th Jul
(d) Oct-Dec	by 05 th Oct

8. **Payment of Rent and Allied Charges by Allottees.** All allottees of shops will clear rent bills and electric/water charges once such bills are received by them from MES through a bank challan and intimate the GE concerned about the payment. GE will forward rent bills direct to shopkeepers under intimation to RIMC, Dehraun. In case rent bills are not cleared by due date, intimation will be sent to RIMC, Dehradun immediately by GE for them to take necessary action and action will be taken to disconnect electricity and water supply as per rules. Non recovery of rent and allied charges due to non-submission of rent bills by GE will NOT be accepted.

9. Responsibilities and Liabilities by Shopkeepers. Each shopkeeper will ensure the following : -

- (a) Should be polite to customers.
- (b) Should display price list of items duly approved by Commandant, RIMC.
- (c) Deposit rebate and rent and allied charges in time.
- (d) Keep premises neat and clean at all times.
- (e) Should not allow anyone to sleep in the shop premises. A fine upto Rs 1000/- will be imposed by Commandant, RIMC against such defaulters for the first time and will **lead to cancellation of allotment in case similar activity is detected.**
- (f) Obtain security pass.
- (g) Ensure no unauthorised business is carried out in shop premises other than what is contained in the license deed.
- (h) Allottee shop-keepers to forward one post card size photograph to Q Branch, RIMC.
- (j) All shops will setup their own CCTV system to cover all areas inside the shop with a recording backup time of minimum 30 days.
- (k) There will be no sale of unauthorized items inside to any student or staff of RIMC such as drugs, alcohols, cigarettes, khaini and gutkha. **On detection of such sales / activity, the contract with the shop will be terminated immediately.**

- (l) Medical checkup of all the employees will be done in each quarter from any certified government hospital / clinic. The same will be clearly displayed in each shop.
- (m) The cafeteria owner will produce all requisite certification as per BIS Standard to include FSSAI and other mandatory certificates required to run a cafeteria.
- (n) Attach Company registration certificate.
- (o) Attach Trade mark.
- (p) All shops will set up payment system interface to include UPI code, swipe machine and computer generated bills.

10. **Identification of Shop Owner.** All shopkeepers will be issued with an identification certificate with a post card size photograph pasted and duly signed and stamped by Administrative Officer, RIMC.

11. **Employment of Servant.** Each shopkeeper is authorised to employ only two servants /staff after proper police verification. Shopkeepers will obtain security pass in respect of their servants employed in the shops on production of police verification. No additional servants or relatives will be employed by the shopkeepers. However, on the request of shopkeeper, additional servants may be permitted at the discretion of the Commandant RIMC. If any shopkeeper wants to employ more than two servants in his shop, he should pay Rs 2000/- (Rupees two thousand only) per servant per annum, in addition to the rebate being paid by him per month.

12. **Violation of Terms and Conditions.** In case any shopkeeper is found to violate the terms and conditions of license deed or his services are found to be unsatisfactory or his rates are higher than the prevailing market rates or his shop is found to be unhygienic or the behaviour of shopkeeper or his servant has been impolite, and the above facts are substantiated by investigation, the Commandant RIMC may at his discretion levy a fine upto Rs 5000/- (Rupees five thousand only) depending upon the gravity of offence committed. Subsequent offence will lead to cancellation of license deed and eviction under PPE Act 1971. The license deed can be cancelled without notice, if deemed necessary.

13. **Hygiene and Sanitation.** Hygiene and sanitation of the allotted shops will be that of the shop owner. Being a residential school the shops will be cleaned daily and top quality standards of cleanliness will be maintained. Surprise checkup will be conducted by the administration. In case found wanting a fine of Rs 2000/- will be imposed and similar reports of the same will warrant termination of the license / contract.

AFFIDAVIT

1. I, _____ (Name) S/o _____ age _____
years, _____ resident _____ of
_____ do hereby
solemnly affirm and declare as under: -

- (a) No shop allotted to me or my wife by any government agency / Defence forces.
- (b) I will be present on daily basis in the shop to be allotted to me. Only son / unmarried daughter (unemployed) may be permitted to run the shop in case of absence / illness for a limited duration.
- (c) Allotted shop will not be subletted to any person which will lead to cancellation if subletted to others.
- (d) Allotment of shop will be automatically cancelled on death of allottee. Under no circumstances the allotment would be transferred to the legal heir of the allottee.
- (e) Timely payment of rent and allied charges. Any charges not paid within 90 days of raising of bill will deem to cancellation of allotment of shop.
- (f) Will abide by dress regulation of employees, notice boards, hoarding price and items agreement and any other such instructions passed by RIMC from time to time.
- (g) Will not carry out any un-authorized business from the allotted shop.
- (h) Will surrender the shop to RIMC on completion of lease agreement, unless the lease deed of the same is extended by RIMC.
- (j) Will be responsible for the security aspects and also quality assurance of all products sold from allotted shop.

2. Verified at _____ (Place) on this _____ day of _____
(Month), _____ that the contents of the above affidavit are true and correct to the best of my knowledge, no part of it is false and nothing has been concealed thereafter.

Place:

Deponent

Date: