



राजाव गाधा पट्रोलियम प्रौद्योगिकी संस्थान

(संसद के अधिनियम के अधीन स्थापित राष्ट्रीय महत्व का एक संस्थान)

Rajiv Gandhi Institute of Petroleum Technology

(An Institution of National Importance established under an Act of Parliament)

Jais, Amethi- 229304, UP, India. Website: www.rgipt.ac.in

Ref: RGIPT/Jais/Admin/607/2025
2025

September 08,

NOTIFICATION

It is hereby notified that a committee has been constituted for development of three new Canteens/Pizza Shop & Café at RGIPT to oversee the planning, development and operationalization of following three nos. of eateries at RGIPT-

1. A large size canteen to be constructed beside the AB2 building
2. One Pizza shop and one cafeteria to be established adjacent to the Biogas plant, proposed for 24-hour operation.

The Committee will consist of the following members:

- | | |
|--------------------------------|------------------|
| 1. Chairman, Council of Warden | Chairperson |
| 2. Chairman, Internal Security | Member |
| 3. Registrar | Member |
| 4. Security Officer | Member Secretary |

Terms of Reference (ToR) of committee are as follows-

1. Purpose:

To plan, coordinate, and ensure the timely development and functioning of these three canteen projects in accordance with the institute's requirements, quality standards, and operationalize them.

2. Scope and Responsibilities:

- Finalize design requirements, location, capacity, layout, and amenities of both canteens.
- Oversee tendering process, vendor selection, and contract award, ensuring transparency.
- Coordinate with architects, engineers, and vendors for construction, fit-out, and licensing.
- Recommend operational modalities and guidelines for 24-hour functioning, hygiene, security, and student-friendly pricing.
- Inspect progress and quality of work at site; report bottlenecks and recommend interventions.
- Monitor completion as per approved timelines and ensure compliance with institute and statutory standards.
- Recommend commissioning date and readiness for inauguration.
- Award of Contract for these three nos. of canteens/Pizza Shop & Café.


8/9/25



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3. Meetings and Reporting:

- The committee shall meet at least once every fortnight during project implementation or as required by the chairperson.
- Minutes of meetings to be recorded and submitted to the Director.
- Progress updates to be provided monthly, with a final commissioning report at project completion.

4. Authority:

- The committee shall have the authority to recommend contractors/vendors, approve designs, and suggest operational guidelines within the allocated budgets, subject to final approval by the competent authority.
- May co-opt subject experts if necessary, with intimation to administration.

5. Tenure of Committee:

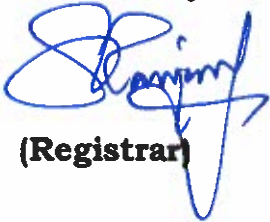
- The committee shall function until both canteens are commissioned and one semester of operation is completed.

This issues with the approval of the Competent Authority.


(Registrar)

Copy to:

1. All committee members
2. Secretary to the Director


(Registrar)