

Hostel Rules for Mess Cut

The monthly mess charges and mess cut service charge shall be payable as per table below:

S. No.	Table	Monthly charges (Rs) per student with GST @5%	
		In Fig.	In words
1.	Monthly Mess charges per student for the vegetarian Meal	2690/-	Two thousand six hundred ninety
2.	Service charges per student per month to be paid to the vender only for students entitled for Mess-cut	90/-	Ninety only

Mess cut will be given to students as per following condition

1. Student will submit to the Vender (during the office hour), the mess cut application duly forwarded by Chief Warden, before they leave the hostel.
2. Mess cut benefit (service charges to be paid by the concerned student in place of mess charge) will be given to the student for the whole absent duration (if the duration exceeds 3 days). Half day mess cut shall not be considered and full day mess charges shall be payable. The Vender shall be paid the service charge in place of mess charges for the mess cut period. The Vender shall be paid service charge in place of mess charges for the mess cut period, as per approved rate for the whole duration.
3. Mess cut amount will be deducted and service charge shall be added accordingly, in the bidder's final bill of the respective month and the difference amount shall be disbursed to the eligible students through the Chief Warden.
4. Mess cut will be given to the students in ground of medical reason (to the satisfaction of the Chief Warden), with prior approval from the Chief Warden.
5. Mess cut shall not be considered, if the students resides in the hostel and is not taking food etc. in the hostel mess.

6. Vender shall provide light food to the sick student/s during his/her sickness period on recommendation of the Chief Warden on the same rate and no extra charges will be paid for the same and accordingly no Mess cut will be allowed.
7. With effect from 01/02/2018, the Mess cut will only be allowed on the monthly basis. There shall not be any carry forward in the mess cut.
8. If prior information duly forwarded by the concerned Head of the Department is not received well in advance, the mess cut may not be allowed.
9. If a student has applied for the mess cut and he is found to take food in the mess and/or taking the food to his room then appropriate disciplinary action will be taken against him.
10. If a student is found taking the food to the room of any of the student who has applied for the mess cut then appropriate disciplinary action will be taken against both of them.
11. Accordingly the following procedure shall be followed for the mess cut:
 - a. All the applications for mess cut from the students, in the prescribed form, duly forwarded by the concerned Head of the Department, should be received in the hostel office well in advanced, but not after the date on which the student leaves the hostel. Applications received after such date shall not be considered, except, in case of emergency or urgent situation, the Chief Warden to his satisfaction may condone the delay on the recommendation of the concerned Warden and /or Administrative Warden.
 - b. The vender will collect all such applications for the mess cut, as early as possible and on daily basis. The vender after making note of such Mess cut, forward them to the concerned Warden and/or Administrative Warden. The hostel office shall also enter details of such applications in the register and forward to the concerned Warden and/or Administrative Warden and Chief Warden. The Chief Warden shall return all such application to the Vender.
 - c. The vender shall submit all such applications, forwarded by the Chief Warden, alongwith the bills for verification.