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Deponent

Name : Directorate Resettlement Zonewest

H.No/Floor : Na

Sector/Ward : Na

Landmark : Co 56 apo hq wc chandimandir cantt

City/Village : Panchkula

District : Panchkula

State : Haryana

Phone : 82*****00



Purpose : MOU to be submitted at Hddcf

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UNDERSTANDING OF OPERATING PROCEDURES FOR RESETTLEMENT OF EX-SERVICEMEN AS CONCESSIONAIRES FOR VITA BOOTHS BETWEEN HARYANA DAIRY DEVELOPMENT COOPERATIVE FEDERATION LIMITED AND DIRECTORATE GENERAL RESETTLEMENT

1. **Preamble.**

Haryana Dairy Development Cooperative Federation Limited, incorporated under the Cooperative Societies Act w.e.f. 01 April 1977, has its registered office at Bay No 21-22, Sahkarita Bhawan, Sector-2, Panchkula (Hereinafter referred to as HDDCF). Under reservation policy, HDDCF shall operate its Vita Booths by giving 10% reservation to Ex-Servicemen of Defence units and Retail outlets by various channels i.e. Own land, Franchisee and Govt./Institutions sites through Ex-Servicemen sponsored by Directorate General Resettlement (Hereinafter referred to as DGR). This document aims to formalize the process of selection, appointment, training, general terms governing running of 'Vita Booths', termination of contract and governing relationship between HDDCF and Directorate General Resettlement with regard to the same.

2. **Background.**

(a) HDDCF is involved in Procurement, Processing and Marketing of Milk and Milk products under the brand name of 'VITA' through its six Cooperative Milk Unions.

(b) Directorate of Resettlement Zone (West), Chandimandir (hereinafter referred to as DRZW) is the zonal office of Directorate General Resettlement, Department of Ex-servicemen Welfare, Ministry of Defence, Government of India and is involved in welfare and meaningful rehabilitation / re-employment of Ex-servicemen in the States of Haryana, Punjab, Rajasthan, Delhi & Uttarakhand.

(c) HDDCF/Cooperative Milk Unions operates its new sites of 'Milk Booths' in Haryana by providing reservation to the various categories as per Booth Allotment Policy which is at **Annexure-"A"**. Now this scheme meant to offer Vita Milk Booths to Ex-servicemen of Defence units by providing 10% reservation subject to approval by BOD of Federation w.e.f. April, 2023 to promote, sale of Milk / Milk products on the new sites to be received from the various Govt. Department/Institutions. These available new booths as per reservation roaster of concerned milk union shall be allotted to Ex-servicemen only as referred by DRZW (**Annexure "B"**).

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3. Role of DRZW.

(a) DRZW will properly screen the candidates and sponsor only appropriate candidates to HDDCF as per the HDDCF Policy for various categories of booths. DRZW will register the ex-servicemen zone wise (Zones as notified by HDDCF) for Milk Booths separately and maintain zone wise panel of shortlisted candidates. HDDCF shall have the sole right to modify the eligibility criteria as deemed fit. HDDCF shall have the right to reject the candidate sponsored by the DRZW if he doesn't fulfill the eligibility criteria set by HDDCF.

(b) The candidates for allotment of booths shall be selected as per selection process as mentioned in the policy of HDDCF (**Annexure-"A"**). A representative from DRZW, would be a part of the selection committee. This process can be modified / changed at any time by HDDCF at its sole discretion and business requirements.

4. Eligibility Criteria.

In consultation with DRZW and keeping in view the requirement of HDDCF, eligibility conditions have been laid down for the Ex-servicemen to be eligible for applying for concessionaire ship. The following eligibility criteria has been agreed upon and will be adhered by DRZW unless amended by HDDCF:-

S No	Qualification	Particular
(i)	Rank	Sepoy or equivalent and above but below Commissioned rank.(Equivalent in Navy & IAF)
(ii)	Age for registration	Below 55 years
(iii)	Education	Minimum Matriculation
(iv)	Character	Exemplary/Very Good
(v)	Service	Not less than 15 years
(vi)	Gap after retirement for registration	Within Ten years after retirement
(vii)	Security required	Security- of Rs 50,000/-(This amount may be increased by HDDCF at its sole discretion)
(viii)	Physical/Health Requirements	The candidate must be free from any infectious Diseases. HDDCF may terminate the concessionaireship of the candidate if any wrong information is furnished by the candidate and found out later on.

5. Mode of Sponsorship.

(a) HDDCF will forward the requisition zone wise to DRZW at least 30 days in advance to facilitate preparation of panel of ESM and dispatch call letters to applicants at least 10 days prior to interview. However, in case of exigency this period can be reduced on mutual agreement between HDDCF and DRZW.

(b) Appropriate ESM as per the pre-decided criteria for Milk Booth mentioned in Clause 4 above will be sponsored in the ratio of 1:3 for interview and HDDCF would have the sole right to modify the criteria as deemed fit.

(c) DRZW would sponsor three ESM for allotment of a booth as per seniority in Wait List. The seniormost ESM in the wait list would only be awarded the contract, except in case of any technical reason, for which he can be disqualified by HDDCF. ESM will be sponsored for interview for maximum of three times on the basis of rotational zonal seniority.

(d) HDDCF reserves the right to allot booths to other individuals / civilians in the event of insufficient sponsorship by DRZW.

6. **Agreement/ Security Deposit.**

(a) Selected candidate shall be required to enter into an agreement with concerned Milk Union within ten days of declaration of result. This agreement or its terms and conditions can be changed at any time by HDDCF at its sole discretion.

(b) At the time of submission of agreement, the concessionaire is required to submit security deposit of Rs. 50,000/- (Rs. Fifty Thousand Only) in the form of Demand Draft in favour of concerned Milk Union. The security deposit amount can be changed by HDDCF at its sole discretion.

(c) The delivery of the Vita products will be made on Cash and Carry basis to the booth allottee through the local distributor.

(d) The security deposit is refundable on termination of the agreement. The security deposit shall carry no interest.

(e) Where the agreement of Ex-servicemen/concessionaire is terminated by HDDCF/DRZW on account of violation of terms and conditions of agreement by Ex-servicemen or notice by the ESM, the dues accruing to HDDCF from the Concessionaire are deductible from the security deposit and only the balance, if any, is refundable to Ex-servicemen.

(f) On termination under (e) above, Excess amount, if any, is liable to be paid by Ex-servicemen.

(g) HDDCF, reserves the right at its sole discretion, to ascertain the amount due from the concessionaire in case of any dispute related to outstanding payment due from the Ex-concessionaire. DRZW shall, on format requested by the HDDCF, intervene and help in recovery of such outstanding amount by taking all possible and suitable actions including delisting the concessionaire from any further sponsorship.

7. **Training**

Training on various aspects related to running and operating the Booth will be organized for the Ex-servicemen for one week by deputing him with the area supervisor after they have submitted the duly signed agreement.

8. **Terms and conditions for allotment of Vita Milk Booths.**

Performance of Booth allottee will be monitored as per sales target fixed in the allotment letter/agreement signed between Milk Union and the allottee. A specimen of main Terms & conditions are placed at **Annexure-"C"**.

9. **Execution of Terms and Conditions with HDDCF.**

The sponsored and selected Ex-servicemen will be responsible for signing of the contract. HDDCF, at its sole discretion, may vary the terms and conditions of the contract without prejudice to the concessionaire.

10. **Allotment procedure**

The allotment of the booth will be made by the selection committee as per booth allotment policy of the Federation which is at **Annexure "A"**.

11. **Period of Concessionaire Ship Agreement.**

The agreement for running the booth will be signed between concessionaire and Milk Union concerned, initially for Five years. This agreement is renewable by HDDCF for a further period of Five years subject to satisfactory performance and recommendations of DRZW. In the event of negative feedback from DRZW, the concessionaire shall have no right to compel the Milk Union concerned for renewal of the agreement because it will be based on the business requirement only.

12. Termination of Contract.

Both the parties i.e. HDDCF/DRZW can terminate the contract by giving 3 months notice. The concessionaire ESM can also leave the contract after giving a mandatory notice period of three months to HDDCF.

13. Responsibility of Concessionaires of Allotment of Booth.

- (a) To operate the booth as per the terms and conditions mentioned in allotment letter/Agreement executed between Ex-servicemen and the Milk Union concerned.
- (b) The allottee shall adhere to the terms and conditions mentioned by DRZW. If any allottee is found violating the terms and conditions, then DRZW will be the final authority to take action in this regard.

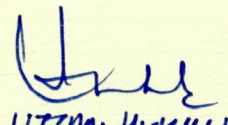
14. Trade Margin

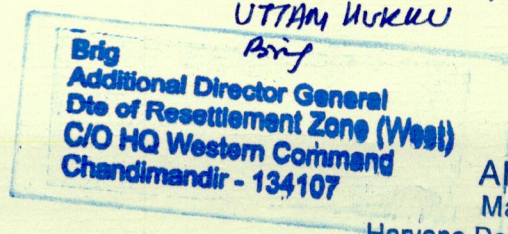
- (a) The concessionaire would get 'Trade Margin' on sale of each product supplied by HDDCF as per the retail tariff of concerned Milk Union.
- (c) HDDCF shall have the sole right to decide about the products to be sold from its booths and also decide about the price and trade margin structure.

15. Half Yearly Meeting of Head (Milk Sales Operation) Joint Director, DRZW.

A meeting to review the progress of this understanding and other operational issues will be held in the office of the HDDCF twice every year in the month of January and July. The minutes of the meeting shall be circulated to both the departments for necessary action.

This MOU has been signed on 17 Apr 2023 by Brig Uttam Hukku, VSM, ADG DRZW and Mr Anil Kumar, Manager Marketing, HDDCF Ltd.

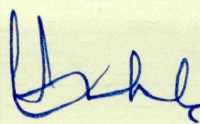
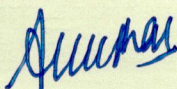

 Uttam Hukku
 Brig




 ANIL KUMAR
 Manager (Mktg)
 Haryana Dairy Dev. Co-op. Fed. Ltd.
 Panchkula

Policy for the Allotment of Vita Milk Booths by the Cooperative Milk Producers' Unions as on dated 17.10.2022.

1. Milk Unions will allot Milk Booths to applicant after screening their applications by a committee of the following:
 - a. Chairman of the Milk Union
 - b. Nominee of the Federation (Federation Nominee on the Board of Milk Union).
 - c. CEO Milk Union
 - d. Incharge (Mktg) Milk Union.
 - e. Rep of DRZ (West).
2. Booth will be allotted to the eligible candidate/applicant through interview system by the committee proposed in Point No. 1 as above.
3. Further provisions/ procedure for allotment are:-
 - a. In case of booth sites allotted by any Govt./Semi-Govt. Agency in the name of a person or sites in RWAs i.e. Residents Welfare Associations/Group Housing Societies or applicant's own site.
 - i. If a person arranges a place for sale on his own in a commercially viable place, supplies may be given to such person through distributors on cash & carry basis.
Clarification: The booth structure cost and other operational expenditure shall be borne by the allottee. The allottee shall be required to enter into an agreement with CEO of Milk Union concerned and shall deposit a security of Rs. 50,000/- with Milk Union. The allottee shall abide by all terms and conditions of booth allotment policy.
 - ii In such cases the responsibility of payment of rent, electricity & water bill etc. shall be that of the applicant and the Milk Union will not be responsible in any manner for the same.
 - b. In case of booth sites allotted to HDDCF by HUDA, Urban Local Bodies, Market Committees, Universities, Sugar Mills, Hospitals or any Other Govt. Agency. The booth will be allotted by inviting applications from the general public by publishing notice in newspapers.
 - i) **Eligibility Conditions:**
 - Applicant should be a citizen of India and resident of the same district in which booth is located in the case of booths located in Haryana. In case of booths located in other States/UT, applicant should be a resident of Haryana or the State/UT where the booth is located.
 - The applicant should have minimum qualification of matriculation
 - The age of the applicant should be 18 years to 55 years on the last date for submission of applications.
 - The applicant should have bank balance of at least Rs. 50,000 during any six months in the last two years.
 - Existing allottee will not be eligible to apply.
 - ii) **General conditions to apply.**
 - Processing fee of Rs. 500/- only will be deposited by the applicant along with the application which will be non- refundable.
 - An amount of Rs. 50,000/- per booth (other than an RCC booth) will be deposited by the applicant along with the application form in the shape of Demand Draft, in favour of Milk Union concerned, which will be refunded without interest to the

unsuccessful applicants, once the process of finalization of the allotment is completed. For an RCC booth the security will be Rs.100000/-.

- An affidavit shall be given by the allottee that he will not sub-let, transfer, sell, sub-lease, mortgage or dispose of in any other manner, a part, or whole of the allotted milk booth to anyone else. In case it is found that booth has been sublet, sold, transferred, sublease, or mortgaged to any party by the allottee, the allotment will be cancelled immediately.
- The booth will have to be made functional by the allottee within a period of one month from the completion of structure and installation of electric meter; otherwise the site of booth will be cancelled and allotted to the next in waiting list.

(iii) **Reservation Policy in Allotment of Vita Milk Booths to the different categories :-**

Category	Percentage
Women/War Widow	10%
Disable/All Disability- Physical Handicapped/Special needs person with special disability	10%
Ward of Milk Produces affiliated with Societies of Milk Union (VITA) at least for 3 year	10%
Schedule Cast	10%
Backward Cast	10%
General Public	50%

Maintenance of Roaster Register – Sr. No. of booth should be allotted to each category as below :

Sr. No.	Category
1	Physical Handicapped with all disabilities
2	Women /War Widow
3	SC
4	BC
5	Wards of Milk Producers
6	General
7	General
8	General
9	General
10	General
11	Physical Handicapped with all disabilities
12	Women /War Widow
13	SC
14	BC
15	Wards of Milk Producers
16	General
17	General
18	General
19	General
20	General

For compliance, the roaster of every 20 booths shall be maintained at each Milk Union level as per policy and details given below:

Category	Percentage	Nos of Booths
Women/War Widow	10%	2
Disable/ Disability-Physical Handicapped/ Special needs person with special disability	10%	2
Ward of Milk Producers affiliated with Societies of Milk Unions (VITA) at least for 3 year	10%	2
Schedule Cast	10%	2
Backward Cast	10%	2
General Public	50%	10
Total		20

- **In case of Women/War Widows reservation, the interview committee should prefer War Widow out of eligible & suitable applicants/candidates appearing in interview.**

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- This reservation roaster of each 20 booths shall be carried forward in the record for further allotment till completion of 2 Financial Years. Proper record to be maintained in Union.
- If the Candidate is not available (eligible) in their category as per advertisement given in newspapers during the 2 Financial Years as per policy, the approval of de-reservation of that category for No. of booth will be taken from MD and the booths may be allotted to other categories whichever available and eligible in last waiting list or as per process.
- Fresh roaster record will be started and maintained after every 2 Financial Years or earlier, in case complete 20 booths are allotted as per Roaster System.
- In case of ward of Milk Producers, only 1st Blood relation will be considered.
- Against one Aadhar Card address ID only one Milk booth will be allotted.
- Existing Booth allottees will not be considered.

4. Financial Assistance to the BPL category applicants under Mukhyamantri Antodya Parivar Utthan Yojna while allotting Vita milk booths is as follows :

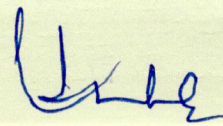
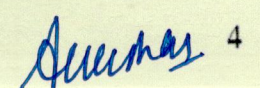
SN.	Existing Condition as per Policy & Practice	Relaxation approved for BPL category
1	The allottee will deposit a security of Rs. 50,000/- with Milk Union for a booth	The security will be fully relaxed (100 %)
2	The supply of Vita products is done on cash and carry basis through distributor	No relaxation can be made as per business point of view
3	Booth rent, electricity charges, water bill etc shall be paid by allottee	No relaxation, as these rents are to be paid to the concerned department by the allottee
4	Visi Cooler/Deep Freezer are provided to the allottee against security of Rs. 10,000 to 15,000 per item as per value.	Visi Cooler/Deep Freezer will be provided to the allottee against security of Rs. 5,000 per item.
5	In by name allotment to a person, by any department cost of booth fabrication is borne by the allottee.	For BPL category person 50% fabrication cost of booth will be borne by concerned Milk Union as other allottee will bear 100% cost.
6	The cost of Form/Processing Fee is Rs. 500/- of booth allotment	The cost of Form/Processing Fee will be charged to Rs. 100/-

5. Norms fixed in the interest of Vita business:

- i)
 - Targets for sale of milk and milk products for each milk booth shall be fixed by CEO of the Milk Union concerned.
 - The sale of Vita milk and milk products at booths shall be reviewed in three months. In case there is no sale found and allottee fails to achieve the targets consistently, the allotment of the booth shall be cancelled by the CEO of Milk Union after giving the allottee a notice.
- ii) Security is fixed Rs. 50,000, which is non interest bearing, will be paid by the allottee as Milk Booth's Security against rent of HUDA/ other institutions & other dues. If at any stage, he leaves/ vacates the Milk Booth without depositing timely rent of HUDA/ other institutions, it will be adjusted from his security amount.
- iii) The booth will be constructed by the Milk Union to have better control over the booth and to avoid problems in vacation of booth in future. The electricity connection & civil works etc. will be procured/done by the allottee and expenditure will be borne by him.
- iv) Where construction of Milk Booth (RCC) is involved the same will be got constructed by concerned Milk Unions so that the allottee could not claim its ownership and it remains the property of Milk Union concerned. For such milk Booth the security to be deposited will be Rs. 100000/- (One lakh) which is non interest bearing.

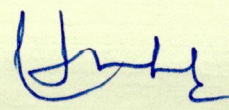
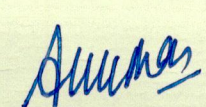
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- v) In the case of death of booth allottee, the booth may be transferred to his/her nominee on submission of an application alongwith transfer fee of Rs.2500/- and supportive documents. Otherwise, the booth shall be surrendered to the Milk Union concerned or the Milk Union will take over such booth.
- vi) Temporary arrangement of running a booth vacated by an allottee may be made by the respective CEO as per situation/ requirement till the same is allotted to another person.
- vii) Rs. 5000/- will be charged from an allottee for whom the installation has been done by the Milk Union. Rs. 2500/- on account of up-rooting will be charged from an allottee who surrenders the booth due to his/her inability to run the allotted booth.
- viii) A penalty of Rs. 5,000/- and Rs. 10,000/- at First and Second instances respectively shall be imposed in case an allottee is found indulging in selling non-permissible item. On third occasion, the allotment of booth will be cancelled.
- ix) The record of sale of Vita milk and milk products shall be kept by each allottee. The premises can be checked by a representative of Milk Union concerned for this purpose.
- x) The CEO of Milk Union shall be required to enter into an agreement with the allottee of booth.
- xi) Following items shall only be allowed to be sold from the booth in addition to the Vita milk and milk products:
- (a) Bread (b) Mineral Water (c) Eggs (d) Toffees/ Chocolates/ Branded Biscuits & readymade Patties (e) HAFED/NAFED products allowed as per agreement with HDDCF/Milk Unions (f) Any other items as per agreement with the agency allotting the land.
- (g) **Vegetables & Fresh Fruits allowed for sale at all Vita Milk Booths in Haryana and Chandigarh and the responsibility of Booth allottees will be as follows:-**
- Keeping fresh/healthy vegetable/fruits for sale.
 - Keeping milk products and vegetable/fruits separately so that smell of vegetable and fruits doesn't affect Vita milk and milk products.
 - Maintaining and cleaning of all type of unsold vegetable/fruits.
 - Keeping hygiene at booths.
 - Disposing off waste to keep the environment clean, Dustbin with lid to be kept in all booths to keep away the flies and insects.
- (h) **Ready to Eat Products allowed for sale at all Vita Milk Booths in Haryana/Chandigarh/NCR as per MOU signed between HDDCF and other organizations as follows :-**
- M/s Markfed Punjab (SOHNA), Chandigarh;
 - M/s HPMC; Shimla (HP);
 - M/s ITC Ltd (M/s S.S Enterprises, Hisar);
 - M/s Fatehabad Ekta Honey Ltd.
 - M/s Atulaya Beemaster Producer Company Ltd.
 - M/s Lifestyle Foods Pvt. Ltd, New Delhi (Chukde Spices)
 - M/s Nature Farms & Beyond, Chandigarh (Amla Honey Candy)
- xii) **Other terms and conditions of Vita Milk booths to be incorporated in appointment letters by concerned Milk Unions as per location of booth and market trend on following lines with clarifications :-**
- 1) M.S. structure to be provide by Milk Union free of cost with installation charges.

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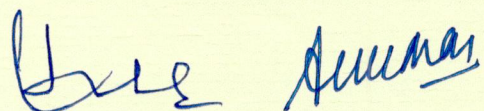
- 2) The electricity connection & civil works etc to be procured and expenditure to be borne by the allottee.
- 3) The milk booth will have to be made functional within a period of one months after the completion of structure and installation of electric meter otherwise the site of booth will be allotted to the next in waiting list.
- 4) The sale of Vita milk and milk products at booths shall be reviewed in three months.
- 5) The allottee shall pay the rent as per the rate fixed by the owner of site and shall abide by their terms and conditions in addition.

- 6) The timings of opening and closing of booth shall be as fixed by the Milk Union.
- 7) The supply of milk/milk product shall be on cash & carry basis through distributors of Unions or as per direction by Milk Unions concerned and as per rate list of Milk Unions
- 8) The allottee shall display the rate list of articles at booth alongwith the Telephone Nos. of concerned Milk Union officials, for lodging complaints/suggestions.
- 9) The allottee shall display Vita glow-sign board with Vita logo on booth as per design approved by the Federation/Milk Union.
- 10) A penalty of Rs. 5,000/- and Rs. 10,000/- at First and Second instances respectively shall be imposed in case an allottee is found indulging in selling non-permissible item. On third occasion, the allotment of booth will be cancelled.
- 11) The allottee of booth will have to execute an agreement on non judicial paper of Rs. 100/- as per specimen with concerned Milk Union. The security paid for the milk booth is non interest bearing.
- 12) No alteration or addition in booth structure shall be done by the allottee. No encroachment will be made by the allottee near booth's entrance and at its sides.
- 13) An affidavit shall be given by the allottee that he will not sub-let, transfer, sell, sub-lease, mortgage or dispose of in any other manner, a part, or whole of the allotted milk booth to anyone else. In case it is found that booth has been sublet, sold, transferred, sublease, or mortgaged to any party by the allottee, the allotment will be cancelled immediately.
- 14) In the case of death of booth allottee, the booth may be transferred to his/her nominee on submission of an application alongwith transfer fee of Rs. 2500/- and supportive documents. Otherwise, the booth shall be surrendered to the Milk Union concerned or the Milk Union will take over such booth.
- 15) D- freezer and a visi-cooler will be installed by allottee for the preservation and maintenance of quality of Vita milk & milk products.
- 16) No visi-cooler/D-freezer of any other company or competitive brand shall be installed at Vita milk booth by allottee.
- 17) That the allottee shall keep the booth & surroundings in neat, clean and hygienic condition.
- 18) The allottee i.e. the operator of milk booth should wear clean and presentable dress
- 19) The allottee shall maintain peaceful atmosphere at the booth and will be courteous with the customers

20) The booth allottee will not sell any dairy product other than Vita milk and milk products & other products which are not permitted by Vita federation/Union.

- 21) Targets for sale of milk and milk products for each milk booth shall be fixed by CEO of the Milk Union concerned. In case the allottee fails to achieve the targets consistently, the allotment of the booth shall be cancelled by the CEO, after giving the allottee a notice and personal hearing.
- 22) The record of sale volume of Vita milk and milk products to be kept and maintained by booth allottee which is mandatory and could be checked by official representative any time
- 23) No replacement of leakage will be allowed. However the replacement for actual balance quantity can be given if the quality complaint is substantiated.
- 24) The allottee shall not display any private advertisement in or on the allotted milk booth. He shall not use this booth for the private purposes.
- 25) If at any stage, the allottee leaves/vacates the booth without depositing the rent of HUDA, Urban Local Bodies, Market Committees, Universities, Sugar Mills, Hospitals or any Other Govt. Agency, the pending rent will be recovered from his security amount.
- 26) The CEOs of Milk Union has right to amend or cancel without any notice the contract/allotment or impose penalty, if allottee is found violating the terms and condition or instructions issued to allottee from time to time.
- 27) If complaints are received with regard to lack of proper service or adulteration or malpractices, charging higher rate, then the CEO of Milk Union concerned reserves the right to take appropriate action including cancellation of the booth and cancellation of his relationship, without assigning any reason.
- 28) The allottee of milk booth shall vacate the booth immediately if so instructed by CEO of Milk Union concerned. In the event of non compliance of such instructions officer incharge of Milk Union will take over such booths. In the event of failure of the booth allottee to give peaceful possession of booth on the expiry of the date of agreement or contract or termination of contract or agreement, he shall be liable to pay Rs. 200/- per day as liquidated charges for wrongful continuance.
- 29) The dispute, if any, shall be referred to by either party to the Chief Administrative Officer of the Federation as Sole Arbitrator and the decision of Arbitrator shall be final & binding on both parties.
- 30) "The allottee shall be responsible for maintenance of the booth in proper condition. It shall be his responsibility to carry out the required repairs and repaint the booth at suitable intervals".



Annexure "B"

- 1) Provision made for providing 10% Reservation to the Ex-servicemen of Defence Units is as under which is subject to approved by the Board of Director (BOD) of HDDCF, Panchkula

Category	Percentage
Women/War Widow	10%
Disable/All Disability- Physical Handicapped/Special needy person with special disability	*5%
Ward of Milk Produces affiliated with Societies of Milk Union (VITA) at least for 3 year	*5%
Schedule Cast	10%
Backward Cast	10%
Ex-serviceman of Defence Forces	**10%
General Public	50%

* The reservation to these both categories has been reduced from 10% to 5% each .

** The 10% reservation for Ex- Servicemen to Defence Forces is subject to approval by BOD of Federation.

- 2) Maintenance of Roaster Register – Sr. No. of booth to be allotted to each category as below:

Sr. No.	Category	Sr. No.	Category
1	Physical Handicapped with all disabilities	11	General
2	Women /War Widow	12	Women /War Widow
3	SC	13	SC
4	BC	14	BC
5	Wards of Milk Producers	15	Ex-serviceman of Defence Forces
6	Ex-serviceman of Defence Forces	16	General
7	General	17	General
8	General	18	General
9	General	19	General
10	General	20	General

For compliance, the roaster of every 20 booths shall be maintained at each Milk Union level as per policy and details given as below:

Category	Percentage	Nos of Booths
Women/War Widow	10%	2
Disable/ Disability-Physical Handicapped/ Special needy person with special disability	5%	1
Ward of Milk Producers affiliated with Societies of Milk Unions (VITA) at least for 3 year	5%	1
Ex-serviceman of Defence Forces	10%	2
Schedule Cast	10%	2
Backward Cast	10%	2
General Public	50%	10
Total		20

[Handwritten Signature] *[Handwritten Signature]*

AFFIDAVIT

(Annexure-"C")

TERMS & CONDITIONS FOR ALLOTMENT OF MILK BOOTH

1. Vita Milk Booth will be allotted for a period ofon temporary basis and will be continue on the basis of performance of Sale.
2. Security amount as applicable (Non-Interest bearing).
3. The allotted Vita Milk Booth will be exclusively for the sale of Vita Milk & Milk Products only & any another items directed by HDDCF, Hqr. If stock is available in Milk Plant, concerned, then Deep-Freezer or Visi-Cooler or booth as required will be provide be the milk Plant, concerned, otherwise the same will be arranged by the allottee himself/herself to maintain cooling temperature required for milk & milk Products.
4. The Milk Booth will be run by allottee himself/herself only. No transfer or sublet of allotted milk booth is permissible.
5. The allottee will maintain Milk Booth in proper way including its maintenance and hygiene conditions within booth & its surroundings.
6. The allottee is required to deposit rent and other dues timely with Milk Plant, concerned on regular basis.
7. If the allottee found indulging in selling non-permissible items i.e. Gutka, Bidi, Cigerrete etc, the panelty will be imposed as per policy and the allotment of the booth shall be cancelled in the 3rd instant.
8. Electricity bill will be born and deposit with the concerned authority by himself/herself.
9. The allottee will sale Vita Milk & Milk Products to consumer/customer on authorized rates fixed by Milk Plant/ HDDCF from time to time. He will also display the rate list at the booth.
10. The supply of Vita Milk & Milk Products will be made against cash payment by our area Distributor/Dealer.
11. The Vita Milk Booth is the Property of Milk Plant, concerned & allottee will maintain it properly. If any physically damage is done to boot, the cost of damage/repair will be recovered from the allottee.
12. Any other terms & conditions laid down by HDDCF/Milk Union / District Authority shall be applicable from time to time and if at any stage allottee found violating any terms and conditions the booth allotment shall be cancelled.
13. If any stage any violation of terms and conditions is noted Chief Executive Officer, Milk Plant, concerned reserve the right to cancel Milk Booth with immediate effect without any notice.
14. All disputes shall be settled within the jurisdiction of Milk Union concerned.
15. Existing Booth allottees will not be considered.
16. Against One Aadhar Card address ID, only one Milk Booth will be allotted.

I declare & assured that I have carefully read and understood all the terms and conditions of the booth allotment and shall abide by them.

Signature of Deponent/Applicant

