**~~Rs. 100 Non judicial stamp paper~~**

**SAMPLE CONTRACT AGREEMENT**

CONTRACT AGREEMENT NO: ………………………………….…...

This Agreement made on \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_between Indian Institute of Information Technology Design and Manufacturing (IIITDM), Kancheepuram through its authorized signatory The Registrar (which expression shall include its administrators, successors, executors) on the one part and M/s………………………………………………………………………………. (hereinafter referred to as contractor) which expression shall include its administrators, successors, executers and permitted assigns on the other part.

Whereas, IIITDM is desirous of getting the work of…………………………………… …………………………………………………………………….… (**Name of work) …….**” at its campus located in Melakkottaiyur Village, Off Vandalur-Kelambakkam Road, Chennai 600127 as mentioned in detailed document and has invited tenders for this work as per tender document issued for this purpose. And whereas M/s ………………………………………….... ………………………………………………………………………… had participated in the above referred bidding vide their proposal dated ……………. and IIITDM accepted their aforesaid proposal and awarded the work to M/s…………………………………………… ………………………………………………….………………….…. vide its award letter No. ……………………………………………………dated ……………. and the documents referred to therein which have been accepted by M/s……………………………………… ………………………………………………………………………. resulting into a contract.

NOW THEREFORE THIS DEED WITNESSETH AS UNDER

IIITDM has awarded contract to M/s …………………………………………….……………... on the Terms and Conditions contained in acceptance letter No………………………….………… ………………………………………. dated……………. and the documents to therein. The award has taken with effect as per the aforesaid award letter w. e. f. …...…….…………. The terms and expressions used in this agreement shall have the meanings as are assigned to them in the Contract Documents. Name of Documents…

1. Work order No.: ………………….; Dated: ……….…...

2. Set of tender documents and tenders submitted by the contractor.

The above contract documents are serially numbered from 1 to \_\_\_\_\_\_ and are initialed by both the parties through their representatives. All the aforesaid contract documents shall form an integral part of this agreement. The contractor shall perform the contract strictly and faithfully in accordance with the terms of the agreement. Any modification of the agreement shall be effected only by a written instrument signed by the authorized representatives of both the parties.

It is specifically agreed by and between the parties that all the differences or disputes arising out of the agreement or touching the subject matter of the agreement shall be decided by process of settlement & arbitration as per provision of the Indian Arbitration Act and Chennai shall have exclusive jurisdiction over the same.

Notice of default given by either party to the other party under the agreement shall be in writing and shall be deemed to have been duly and properly served upon the party hereto if delivered against acknowledgement duly addressed to the signatories at the addresses mentioned herein above. This is a maintenance & operation contract, which includes supply of skilled and unskilled manpower as per the conditions of the contract.

IN WITNESS HEREOF the Parties through their authorized representatives have executed these present (execution whereof has been approved by the competent authorities of both the parties) on day, month and year first mentioned in Chennai.

*Signature Signature*

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| --- | --- |
| For and on behalf of | For and on behalf of |
| M/s \_\_\_\_\_\_\_\_\_\_\_ | Indian Institute of Information Technology, Design and Manufacturing, Kancheepuram  Off Vandalur ‐ Kelambakkam Road,  Melakkottaiyur, Chennai‐600127 |
| Witness 1 (Sign. & Address) | Witness 1(Sign. & Address) |
| Witness 2 (Sign. & Address) | Witness 2 (Sign. & Address) |