

Annexure 376

CERTIFIED TRUE COPY

No.5387/DHE/2011/569
Government of Goa,
Directorate of Higher Education,
Junta House, 2nd lift, 5th floor,
Panaji-Goa.

Dated:-12/03/2012

To,
The Secretary,
Vishwa Saraswati Society,
Salgaocar House. Off
Dr. F.L. Gomes Road,
Vasco-da-Gama.

**Sub:- NOC to start new Hotel Management
Institution at Raia, Goa.**

Sir,

I am to refer to your letter dated 18/10/2011 on the subject cited above and to convey approval of the Government of Goa for starting of new Hotel Management Institution at Raia - Goa, subject to the following conditions:-

- i) No financial assistance shall be granted by the Government at any time for starting the proposed Institute.
- ii) Clear Affiliation from the appropriate University/Government body/Overseas Institution, as permissible is sought under the prevailing rules.
- iii) No request for grant-in-aid, direct or indirect, shall be made by the Management in future, to the Government. The permission granted shall stand immediately withdrawn, if it is found that the NOC granted is misused by the Society..

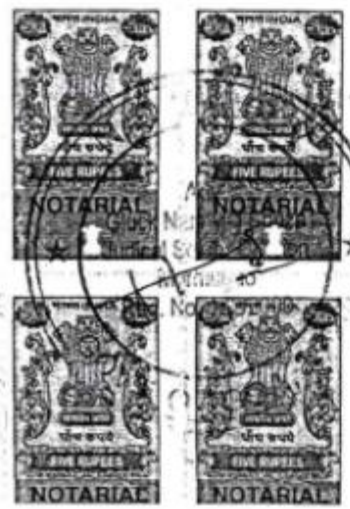
Yours faithfully,

B. G. Nayak

(B.G. Nayak)
Director of Higher Education



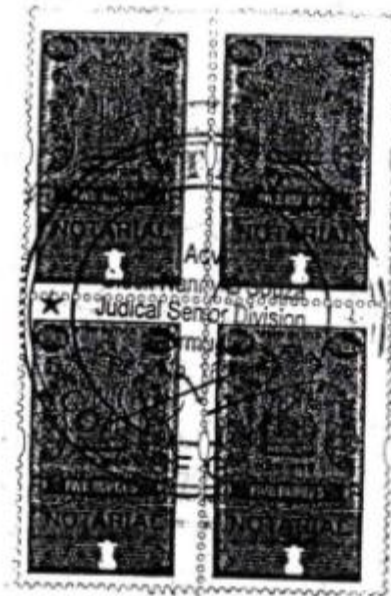
Ra/-



3/12/2012
Adv. Gluck Nanny D'Souza
NOTARY
Room No. 105, Hotel Ricone
Vasco-Da-Gama, Goa 403 802
Date: *3/12/2012*

GOVERNING BOARD OF VISHWA SARASWATI SOCIETY

1. Mr. Dattaraj Salgaocar, -Chairman.
2. Mr. Shivanand V. Salgaocar, -Vice Chairman
3. Mr. A.E. Barreto, -Secretary.
4. Mr. A.M. Gude, -Treasurer
5. Mr. M.K.Kavlekar, -Executive Member.
6. Mr. G.N. Bene, -Executive Member.
7. Mr. C. Dayal, -Executive Member.



[Handwritten Signature]
3/12/2012

Adv. Gluck Nanny D'Souza
NOTARY

Room No. 105, Hotel Ricone
Vasco-Da-Gama, Goa 403 802

Date: 3/12/2012

Reg. Ref. No. 4200/2012



ORGANISATIONAL CHART AND DEVELOPMENT PLAN



A handwritten signature in blue ink, consisting of a stylized, cursive script.

ORGANISATIONAL STRUCTURE

GOVERNING BOARD



MANAGING COMMITTEE



ACADEMIC DEAN/ DIRECTOR



REGISTRAR



HEADS OF DEPARTMENTS



ADMINISTRATOR



FACULTY



ACCOUNTS MANAGER



LIBRARIAN



ADMINISTRATIVE STAFF



LAB ASSISTANT



SUPPORT STAFF



DEVELOPMENT PLAN FOR THE PROPOSED INSTITUTION:-

The Management intends to gradually introduce additional programs like Masters Program in International Hospitality Management and programs in ancillary fields like Event Management, Tourism Management and Leisure Management, Nutraceuticals in Health & Nutrition, Food Innovation, Human Nutrition & Dietetics.

The management also intends to introduce Ph.D programs in International Hospitality, culinary sciences and other related streams.

The Promoters have access to additional land parcels in close vicinity of the Institute where additional infrastructure can be set up to cater to new courses and facilities required by the Industry.



LIST OF ANNEXURES

ITEM	ANNEXURE NO
No Objection Certificate –Govt. of Goa	I
Vishwa Saraswati Society Registration Certificate	II
Memorandum of Association/Rules & Regulations of Society	III
Copy of Governing Board	IV
Copy of Course Curriculum	V
Copy of MOU –VSS/DIT	VI
UGAT Registration format	VII
Admission process	VIII
Support letter from Marriott	IX
Details of Infrastructure/ Facilities	X
Copy of details of Computer Facilities	XI
Copy of tentative list of text books (library)	XII
Photographs of the Institution	



Netherlands. In 2000, he was appointed to the post of Director Academic Relations, India, for "César Ritz" Colleges.

Prof. Mirza was a project consultant for setting up Oriental School of Hotel Management-Calicut, Sarva Institute of HM- Chandigarh, Jindal School of HM, Baroda, Good Shepherd College of HM-Ooty and European International College, Abu Dhabi. He is on the board of IGNOU and a member of Irish Hotel and Catering Institute-Ireland. He is presently an advisor to the Minister of Tourism, Ministry of Tourism, Government of Dubai, UAE.

Besides, other consultants / contractors handling specific areas of the proposed project and who are responsible for executing work orders with expertise are as follows:-

<u>Architects :-</u>	Upal Ghosh & Associates, New Delhi
<u>Interior Designer:-</u>	Conrad Gonsalves & Associates, Mumbai
<u>Kitchen Consultant:-</u>	H P G Consulting, New Delhi
<u>Civil Contractor:-</u>	R. B. S. Candiaparcar, Goa.
<u>Electrical, HVAC:-</u>	Pravin Electricals Pvt. Ltd, Goa and Shree Manguirish Air Conditioning Company, Goa
<u>PHE Works :-</u>	Das Plumbing & Sanitary Works, Goa
<u>Landscaping:-</u>	Shashank Vaidya

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INFRASTRUCTURE DETAILS OF PROPOSED INSTITUTION

Land:

The Institute Complex is housed on around 6 Acres (23600 Sq. Mtrs) of Land.

Proposed Built-up Area

Total Built-up area is approx. 18,141 sq.mts

Location

Our Hotel Management Institute is on a site located close to important cities namely Margao (4 kms), Panjim (28kms), Ponda (18kms), and easily accessible by Road, Rail, and Air, while being secluded and in a peaceful locality.

Distance from Railhead / Airport

Railway station, Margao	- 5 Kms
Airport, Dabolim	- 25 kms

Infrastructure will broadly include

- Air-conditioned Classrooms
- Library / Computer Lab
- Adequate Kitchen Infrastructure
- Restaurants
- Multi-purpose Hall - cum - Auditorium
- Amphitheatre
- Air-conditioned Hostel Block, Faculty Residences
- Director's Bungalow
- Laundry / Linen Room
- Swimming Pool
- Scope for future expansion based on prevailing needs.



DESCRIPTION	AREA IN SQ.MTS	DETAILS
TOTAL AREA OF PLOT (HMI)	23600	
TOTAL BUILT UP AREA	18141	
TOTAL PLINTH AREA	7465	
ADJACENT PLOT AREA	13498.75	
SWIMMING POOL	240 Cubic meter	(20x10x1.2 M)
ACADEMIC BLOCK	10643	5612+3614+1417
BOYS HOSTEL	4232	925+1021+1143+1143
GIRLS HOSTEL	2043	558+495+495+495
FACULTY BLOCK	1023	
DIRECTORS BUNGLOW	199	



EXTERNAL SERVICES

FIRE SAFETY:- Smoke detention system
Exhaust hoods having fire suppression system
Centrally located fire hydrants & fire fighting Equipments. Materials used in the kitchen are non-inflamable fire retardant.

ELECTRICAL :- Total 1750 KVA .
Phase 1 Usage 1000 KVA
100% Back up 2 DG sets of 720 and 380 KVA = 1100 KVA

AIR CONDITIONING : A/C Tonnage 893 TR (Tonnage rate)
Phase 1 Usage 495 TR

SOLAR WATER HEATING : for Boys hostel 6300 litres
for Girls hostel 2520 litres

Sewage Treatment Plant: Capacity 55 KLD (Kilos litre per day)
Recycled water will be used for flushing and gardening.

(Copy of Area details enclosed as annexure-X)



CENTRAL COMPUTING FACILITY

The computer centre which is situated on the ground floor can accommodate 75 students at a given time. All computers in the laboratory will be connected to the internet. The institute will have 107 computer nodes with well-equipped central server room of which the computer lab will house 65 thin client access nodes with data residing on central file server.

Besides it will have file systems, firewall, application software, audio visual setup, networking, etc.

(Copy of details of computing facility enclosed as Annexure IX)

LIBRARY

The library is one of the central support services of our Institution. The library will be well equipped with required number of text books, reference books, national journals, periodicals and international journals. The library will also be well equipped with modern facilities and resources in the form of CD-ROMs, On-line databases, audio video CDs, books, e-journals, reports, etc. Small collections of learning resource materials (trade magazines, cookbooks, industry textbooks, and periodicals) will be made available for students' use in the library. central xeroxing facility for students will be made available for the students in the Library.

(Copy of tentative list of text books enclosed as annexure XII)



LABORATORIES:

The laboratories will be well equipped meeting international standards providing the students with an opportunity to learn and perform practical in an environment conducive to learning.

The training kitchen lab is spacious and is planned with 24 work stations that allows the students to explore innovate and work at their own pace thus making it an enjoyable experience. Besides, there will also be a demo kitchen for the students to experience live cooking and experience food production practicals through video aid. The bulk kitchen will be used for preparing meals for the hostelites.

The bar and restaurant lab will have professionally built educational facilities with fully functional bar and cafe that allows students to maximise their potential and develop their skills in a real hospitality management environment. All the equipment used will be of commercial grade and standard- from the coffee machines all the way through to the cocktail shakers.

The front office lab will be fully equipped and the students will conduct the practicals as done in a 5 star hotel.

The accommodation operations lab will have the latest equipment and the students will perform housekeeping activities under the able guidance of experienced Staff.



REQUIREMENT OF LABORATORIES, SPACE AND EQUIPMENT:

As per requirement the Institution will fulfil the number of laboratories required as per norms for conducting the degree program. The following Laboratories will be made available;

1. Computer and language lab
2. House keeping and linen & laundry store/lab
3. Training kitchen lab
4. Demo kitchen
5. Advanced kitchen lab (bulk kitchen)
6. Bakery & confectionary lab
7. Training bar & restaurant lab
8. Front office lab

REQUIREMENT OF OTHER SPACE LIKE CLASSROOMS, FACULTY ROOMS, DEPARTMENTAL OFFICE

The Institution will have all the necessary instructional and residential facilities of the highest standards.

The academic block comprises of three storeys, in which the classrooms, tutorial rooms, faculty rooms and laboratories, computer centre, and the library, are situated. The classrooms are spacious and fully air conditioned.

Class Rooms:

The first floor comprises of six standard classrooms with a seating capacity of 60 students in each class, of which 2 classrooms could be used as tutorial rooms.

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Two big classrooms with a seating capacity for 100 students in each class can be utilised for seminars, invited guest lectures and workshops

Meeting rooms / cabins:-

There will be sufficient meeting rooms for marketing, counselling and other activities, besides, independent work stations will be provided for the administrative staff and special cabin enclosures will be provided for the chairman, principal, administrator and heads of departments.

Multipurpose Auditorium:-

The campus also has a multi-purpose auditorium on the ground floor which has a seating capacity of 350+ students at a given time for special programs, cultural and academic related activities.

Cafeteria:-

A cafeteria is built exclusively for students and staff who can take meals during working days.

Training Guest Rooms: 10 fully furnished guest rooms with modern amenities will be provided for students to have hands-on experience in rooms division

Faculty Residences:-

Faculty appointed from outside the state of Goa for various positions will be provided with furnished faculty residences.



Director's Bungalow:-

The director will be provided with an independent bungalow for him and his family in the campus, and will also be entitled for perks as admissible as per rules.

Boys Hostel :-

Separate hostels for boys.

The ground floor of the boys hostel will comprise of lobby, laundry, TV room, reading room/library and indoor games area.

There will be 70 flats accommodating 210 students (i.e. 3 students in each flat).

Girls Hostel:-

Separate hostel for girls.

The ground floor of the girls hostel will comprise of lobby, change room, TV Room, and indoor games area.

There will be 28 flats accommodating 84 students (i.e. 3 students in each flat).

Amphitheatre:

An open air amphitheatre is provided for conducting curricular / co-curricular activities like dramatics, debates, etc.

Swimming Pool:-

Besides indoor / outdoor games, swimming pool facility will be provided to the students and staff, on campus as part of amenities.

Playground A playground is provided for students for games like cricket, volleyball, football, etc.



INFRASTRUCTURE COST DETAILS

Estimated Project Cost of HMI Infrastructure

Sr.	Major Heads	Rs. in Crores
1	<u>HMI Buildings</u> (Academic / Hostel Complex) (includes Classrooms, Kitchens, Restaurants, Administrative block, 10 Guest rooms, Swimming Pool, Faculty Block, Auditorium, Central Air-conditioning systems, etc.) <u>Broad internal breakup</u> <ul style="list-style-type: none">• Civil Construction cost - 42.66 Crores• Interiors / Soft Furnishings - 5.55 Crores• Electrical Installations / HVAC - 11.19 Crores• Landscape / Roads - 1.50 Crores	60.90
2	<u>Kitchen / Laundry Equipment</u>	2.00
3	<u>I.T. Infrastructure</u> (including Computer Labs, Networking, Wi-Fi facility, Video Conferencing Facility, etc.)	1.75
4	<u>Architect / other Consultant Fees</u>	2.00
5	Other Expenses	0.50
	TOTAL PROJECT COST	67.15
	Add: Pre-opening expenses	2.95
	Total Initial Outlay	70.10



Hotel Management Institute

Projected Profitability

Rs. In Lacs

Revenues	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Degree Program										
New Admissions	60	85	120	120	120	120	120	120	120	120
Total no. of Students during the year	60	145	265	325	360	360	360	360	360	360
Term Fees										
- 3yr Degree	269.20	653.60	1,192.00	1,474.85	1,642.50	1,656.15	1,656.15	1,656.15	1,656.15	1,656.15
Term Fees for Degree Prog.	269.20	653.60	1,192.00	1,474.85	1,642.50	1,656.15	1,656.15	1,656.15	1,656.15	1,656.15
Total Term Fees	269.20	653.60	1,192.00	1,474.85	1,642.50	1,656.15	1,656.15	1,656.15	1,656.15	1,656.15



Expenditure

Variable Cost Heads

1 Course Fees to foreign institutions	14.83	35.85	65.52	80.36	89.01	89.01	89.01	89.01	89.01	89.01
2 Food & Beverage cost - Students	38.34	87.02	161.11	218.87	267.01	299.98	328.82	361.20	397.11	434.81
3 Training Kitchen - F&B Cost	12.00	31.90	63.60	86.45	105.12	115.92	127.44	140.40	154.80	169.92
4 Uniforms	3.60	5.61	8.64	9.58	10.51	11.59	12.74	14.04	15.48	16.99
5 Service Kits	0.60	0.94	1.44	1.60	1.75	1.93	2.12	2.34	2.58	2.83
6 Kitchen Kits	0.60	0.94	1.44	1.60	1.75	1.93	2.12	2.34	2.58	2.83
7 Study Material	3.00	7.98	15.90	21.61	26.28	28.98	31.86	35.10	38.70	42.48
8 Laundry	3.60	9.57	19.08	25.94	31.54	34.78	38.23	42.12	46.44	50.98
Total Variable Cost Heads	76.57	179.80	336.73	445.99	532.97	584.12	632.36	686.55	746.70	809.86

Fixed Cost Heads

1 Personnel Cost	261.84	317.77	406.92	427.27	448.63	471.06	494.61	519.35	545.31	572.58
2 Institute Consultant Fees	20.00	21.00	22.05	23.15	24.31	25.53	26.80	28.14	29.55	31.03
3 Electricity	37.50	49.38	56.84	59.69	62.67	65.80	69.09	72.55	76.18	79.98
4 Gas & Fuels	15.00	15.75	16.54	20.67	21.71	22.79	23.93	25.13	26.38	27.70
5 Water	3.00	8.30	14.13	16.25	17.06	17.92	18.81	19.75	20.74	21.78
6 Marketing Expenses	5.00	5.25	5.51	5.79	6.08	6.38	6.70	7.04	7.39	7.76
7 Flowers	1.00	1.05	1.10	1.16	1.22	1.28	1.34	1.41	1.48	1.55
8 Entertainment	6.00	6.30	6.62	6.95	7.29	7.66	8.04	8.44	8.86	9.31
9 Telephones / Mobiles	3.00	3.15	3.31	3.47	3.65	3.83	4.02	4.22	4.43	4.65
10 Stationery	4.00	4.20	4.41	4.63	4.86	5.11	5.36	5.63	5.91	6.21
11 Computer Stationery	3.00	2.50	3.00	3.25	3.41	3.58	3.76	3.95	4.15	4.36
12 Transport	10.00	10.50	11.03	11.58	12.16	12.76	13.40	14.07	14.77	15.51
13 Maintenance	5.00	10.00	25.00	26.25	27.56	28.94	30.39	31.91	33.50	35.18
14 Equipment AMCs	10.00	10.50	11.03	11.58	12.16	12.76	13.40	14.07	14.77	15.51
15 Insurance premium	5.00	5.15	5.30	5.46	5.61	5.80	5.97	6.15	6.33	6.52

	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
16 Postage / Courier	1.00	1.05	1.10	1.16	1.22	1.28	1.34	1.41	1.48	1.55
17 Gardening	5.00	5.25	5.51	5.79	6.08	6.38	6.70	7.04	7.39	7.76
18 Travel	5.00	5.25	5.51	5.79	6.08	6.38	6.70	7.04	7.39	7.76
19 Student Activities	4.00	4.20	4.41	4.63	4.86	5.11	5.36	5.63	5.91	6.21
20 Cleaning Materials	6.00	6.30	6.62	6.95	7.29	7.66	8.04	8.44	8.86	9.31
21 Outside Labour	10.00	10.50	11.03	11.58	12.16	12.76	13.40	14.07	14.77	15.51
22 Special Meals	3.00	3.15	3.31	3.47	3.65	3.83	4.02	4.22	4.43	4.65
23 Interview Cost	2.00	2.10	2.21	2.32	2.43	2.55	2.68	2.81	2.95	3.10
24 Staff Training	1.00	1.05	1.10	1.16	1.22	1.28	1.34	1.41	1.48	1.55
25 Breakages	1.50	1.58	1.65	1.74	1.82	1.91	2.01	2.11	2.22	2.33
26 Security	12.00	12.60	13.23	13.89	14.59	15.32	16.08	16.89	17.73	18.62
27 Magazine & newspapers	2.00	2.06	2.12	2.19	2.25	2.32	2.39	2.46	2.53	2.61
28 Books for Library	2.00	2.20	2.42	2.54	2.67	2.80	2.94	3.09	3.24	3.41
29 Others	12.00	12.60	13.23	13.89	14.59	15.32	16.08	16.89	17.73	18.62
30 Swimming Pool Maintenance	25.00	26.25	27.56	28.94	30.39	31.91	33.50	35.18	36.94	38.78
31 Periodic Major Maintenance activities	-	-	20.00	-	-	50.00	-	-	100.00	-
32 Asset Depreciation	975.00	828.75	704.44	598.77	169.65	483.51	410.98	349.33	296.93	252.39
Total Fixed Cost Heads	1,455.84	1,395.68	1,418.23	1,331.93	939.31	1,341.49	1,259.21	1,239.80	1,331.75	1,233.78
Total Expenditure	1,532.41	1,575.48	1,754.96	1,777.92	1,472.28	1,925.61	1,891.56	1,926.35	2,078.45	2,043.63
Net Operating Profit (before Taxes)	(1,263.21)	(921.88)	(562.96)	(303.07)	170.22	(269.46)	(235.41)	(270.20)	(422.30)	(387.48)



B.Sc International Hospitality Management (3 years duration)

Year/Semester/Module	Module Code	Total Weekly Contact Hours*	Total Contact Hours per Semester	Self Study/ Assessment	Total Hours	ECTS Credits
Year 1, Term 1						
Applied Communications 1	TFCM1005	3	36	72	108	5
Computer Applications	TFIT1002	2	24	48	72	5
Language 1		3	36	72	108	5
Hospitality Industry Studies	TFHM1004	3	36	72	108	5
Food & Beverage Professional Practice	TFFB1001	4	48	52	100	5
Food & Beverage Operations	TFFB1002	3	36	68	104	5
Total		18	216	384	600	30
Year 1, Term 2						
Fundamentals of Accounting	TFAC1007	3	36	64	100	5
Management 1 (Hospitality, Tourism, Leisure & Event)	TFMG1003	3	36	64	100	5
Introduction to Rooms Division Management	TFRD1001	3	36	64	100	5
Baking and Pastry Arts		4	48	52	100	5
Language 2		3	36	64	100	5
Economics for Hospitality, Tourism and Leisure	TFEC1001	3	36	64	100	5
Total		19	228	372	600	30
Year 1, Term 3						
Database and Industry Software	TFIT2001	3	36	64	100	5
Management Accounting – Costing & Decision-making	TFAC2003	3	36	64	100	5
Language 3		3	36	64	100	5
Hospitality Management Operations (Bar Management)	TFHM2001	4-	48	152	200	10
Marketing for Hospitality, Tourism and Leisure	TFMK1001	3	36	64	100	5
Total		16	192	408	600	30
Year 2, Term 1						
Financial Accounting for Companies	TFAC2004	3	36	64	100	5
International Human Resource Management	TFMG2006	3	36	64	100	5
Languages 4		3	36	64	100	5
Management 2	TFMG2001	3	36	64	100	5
Option 1		3	36	64	100	5
Option 2		3	36	64	100	5
Total		18	216	384	600	30



Programme Structure - BSc International Hospitality Management – continued

Year/Semester/Module	Module Code	Total Weekly Contact Hours*	Total Contact Hours per Semester	Self Study/ Assessment	Total Hours	ECTS Credits
Year 2, Term 2						
Management Accounting - Planning and Control	TFAC3004	3	36	64	100	5
Information Systems	TFIT3001	2	24	76	100	5
Hospitality Law I	TFLW3001	3	36	64	100	5
Data Analysis	TFIT1003	3	36	64	100	5
Option 3		2	24	76	100	5
Option 4		2	24	76	100	5
Total		15	180	420	600	30
Year 2, Term 3 – Year 3, Term 1						
Professional Internship (6 months)	TFPL3001	15	180	420	600	30
Year 3, Term 2						
Research Methods	TFRM3001	2	24	76	100	5
Strategic Management - an applied approach	TFMG3011	2	24	76	100	5
Marketing Strategy for Hospitality, Tourism and Leisure	TFMK4004	2	24	76	100	5
International Hospitality Management	TFMG3009	2	24	76	100	5
Option 5		2	24	76	100	5
Total		10	120	380	500	25
Year 3, Term 3						
Strategic Management Seminars	TFMG4002	3	36	164	200	10
Financial Management	TFAC4001	3	36	64	100	5
Dissertation	TFDS4001			300	300	15
Option 6		2	24	76	100	5
Total		8	96	604	700	35
Total for programme						240



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RULES AND REGULATIONS
OF
VISHWA SARASWATI SOCIETY
VASCO DA GAMA, GOA

SECRETARY

1. NAME OF THE SOCIETY

The name of the Society is **VISHWA SARASWATI SOCIETY**.

2. ADDRESS OF THE SOCIETY

The Office of the Society shall be situated at Salgaocar House, Off Dr. F.L. Gomes Road, Vasco da Gama, Goa, or at such other place or places as the Governing Board of the Society may, from time to time, determine.

3. DEFINITIONS

In the interpretation of these Rules and Regulations, the following words and expressions shall have the following meanings, unless repugnant or inconsistent to the subject or context.

“**Administrator**” means the administrator of the Institute to be established by the Society.

“**Chairman**” means the Chairman of the Governing Board to be appointed in the manner as provided in these Rules. The Chairman of the Governing Board shall also be the Chairman of the General Body and the Managing Committee.

“**Director**” means Director of the Institute to be established by the Society and to be appointed in the manner as provided in these Rules.



"General Body" means the General Body of the Society comprising of all the Members of the Society.

"Governing Board" means the Governing Board of the Society comprising of the subscribers to the Memorandum of Association and constituted in the manner as provided in these Rules.

"Institute" means the Institute of Hotel Management to be established by the Society.

"Managing Committee" means the Managing Committee constituted in the manner provided in these Rules.

"Member" means a Member of the Society whose name has been duly entered in the Register of Members of the Society in accordance with these Rules and who has not ceased to be a Member by virtue of any of the provisions of these Rules.

"Rules" shall mean the Rules and Regulations of the Society in force from time to time.

"Society" means VISHWA SARASWATI SOCIETY.

"Year" means the period from 1st day of April to 31st day of March of the succeeding year, both days inclusive.

Note : Words imparting the masculine gender also include the feminine gender.

4. OBJECTS OF THE SOCIETY

The objects or purposes for which the Society is established are stated in paragraph 3 of the Memorandum of Association.



5. GOVERNING BOARD

* 5.1 Constitution

- (a) The Governing Board of the Society shall comprise of a minimum of seven members and a maximum of eleven members who shall be Life Members of the Society.
- (b) The Life members shall elect from amongst themselves the members of the Governing Board.
- (c) The members of the Governing Board shall elect from amongst themselves the following office bearers.
- (i) Chairman
 - (ii) Vice Chairman
 - (iii) Secretary
 - (iv) Treasurer

The term of the Governing Board shall be for three years from the date of appointment.

Provided that the members of the Governing Board appointed prior to the date of this amendment coming into force shall continue to hold office for a period of 3 years from the date of such appointment, subject to the provisions of the Rules and Regulations of the Society.

- (d) Any member of the Governing Board may resign at any time by a notice in writing to the Chairman of the Governing Board and such vacancy shall be filled by the Governing Board by co-option from amongst the Life Members of the Society pursuant to a resolution passed by the Governing Board in that behalf.

* Rule 5.1 amended vide Resolution passed at the EGM of the Society held on 11.07.2011 and confirmed at the EGM held on 13.08.2011.

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5.2 Management

The superintendence, direction and control of the Society shall vest solely in the Governing Board, who shall frame from time to time, the policy guidelines for the management of the Society and the Institute. The Governing Board shall have the right to review the decisions of the Managing Committee to determine whether they are consistent with the policy guidelines framed from time to time by the Governing Board.

5.3 Change in MOA/Rules & Regulations

Any change in the Memorandum of Association or in the Rules and Regulations of the Society or any proposal for the amalgamation of the Society, either wholly or partly with another Society, or for dissolution of the Society, shall be required to be first approved by the Governing Board.

5.4 Chairman

The Governing Board shall be presided over by a Chairman, who shall be elected from amongst the members of the Governing Board. The members of the Governing Board shall also elect a Vice Chairman. The term of the Chairman and the Vice Chairman shall be for three years.

5.5 Property

The property, movable and immovable, belonging to the Society, shall vest in the Governing Board.

5.6 Meetings

The meetings of the Governing Board shall be convened by the Secretary with the consent of the Chairman or by any two members of the Governing Board. Notice of meeting to be given at least five days in advance of the date of meeting. All meetings of the Governing Board shall be chaired by the Chairman. In the absence of the Chairman, the Meetings shall be chaired by



the Vice Chairman and in the absence of Vice Chairman, by a member of the Governing Board unanimously elected by the members present.

5.7 Quorum

- (a) The quorum necessary for transaction of business shall be five, including the Chairman.
- (b) If at the expiration of half an hour from the time appointed for holding a meeting of the Governing Board, a quorum is not present the meeting shall stand adjourned. The adjourned meeting shall be held at the same place half an hour after the time originally appointed for the meeting. At the adjourned meeting, the members present not being less than two, shall constitute quorum.

5.8 Resolution by circulation

The Governing Board may conduct business by resolution duly circulated along with all connected papers, to all the members of the Governing Board and approved by a majority of its members. Such resolution shall in all respects, be as effective as a resolution of the Governing Board passed at a duly convened Meeting of the Governing Board passed at a duly convened Meeting of the Governing Board, but shall be placed for adoption at a meeting of the Governing Board held immediately after the approval of the resolution by circulation.

5.9 Majority

Any question arising at a meeting of the Governing Board shall be decided by a majority vote. Each member present and voting shall have one vote. In the event of equality of votes, the Chairman shall have a second or casting vote.



5.10. Powers of the Governing Board

The Governing Board of the Society shall have the power and is hereby authorized, subject to the provisions as contained herein, to do all such acts, deeds, matters and things consistent with the Objects Clause of the Memorandum of Association and without prejudice to the generality of the powers as contained therein, the Governing Board is further empowered :-

- (a) To make rules, regulations, bye-laws and to do or cause to be done all such acts, deeds, matters and things, as may be necessary or expedient for carrying out the aims, objectives and activities of the Society.
- (b) From time to time to appoint, remove or suspend such officers, clerks, agents, instructors, teachers, servants as it may think fit and to determine their powers, functions and duties and to fix their salaries, wages, commission or emoluments.
- (c) To approve the acquisition of any property, rights or privileges which the Society is authorized to acquire at or for such price or consideration as it may deem fit and proper and on such terms and conditions as it may deem fit.
- (d) To execute contracts, lease agreements, licences and to rescind and vary all such contracts and execute and do all such acts, deeds and things in the name and on behalf of the Society as it may consider expedient in relation to any of the objects as mentioned herein.
- (e) To determine the manner in which the funds of the Society shall be spent and for this purpose to execute all deeds, agreements, contracts, receipts and other documents as may be necessary or expedient for the purpose of the Society.
- (f) To open a banking account of the Society in the name of the Society which shall be operated in the manner as decided by the Governing



Board. All sums received by the Society shall be deposited in such banking account, except as may be required for the exigencies and current expenses of the business of the Society.

- (g) To appoint Auditors.
- (h) To commence, institute, prosecute and defend all such actions and Suits as the Governing Board may deem necessary or expedient and to compromise or submit to arbitration the same actions and Suits as the Governing Board in its discretion may think fit.
- (i) From time to time to raise or borrow any sum or sums of money for purposes of the Society and to secure the repayment of such monies in such manner and upon such terms and conditions as it may think fit and in particular by issuance of debentures or such other securities, charged upon the property of the Society.
- (j) To determine from time to time the quantum of funds to be applied towards the objectives of the Society and the manner in which such funds are to be spent.
- (k) To convene meetings of the General Body and to present various reports and audited statement of accounts.
- (l) To constitute Committee/s to carry out the objects of the Society, such Committee/s being under the general superintendence, direction and control of the Governing Board.
- (m) At any time and from time to time, by Power of Attorney issued under the Seal of the Society, to appoint any person or persons to be the legal representative/s of the Society for such purpose and with such powers, authorities and discretion and for such period and subject to such conditions as the Governing Board may from time to time think fit.



- (n) To appoint representative/s to represent the Society on various bodies, Government, semi-Government or the like.
- (o) And generally to do all further acts as it may deem fit and proper from time to time in the interest of and for furtherance of the objects of the Society.

5.11 Competence

A meeting of the members of the Governing Board at which a quorum is present shall be competent to collectively exercise the authority and powers as are vested in the Governing Board by virtue of the provision of these Rules.

6. MEMBERSHIP

- * I. The membership of the Society shall consist of the following categories of members:

- a. LIFE MEMBERS: The subscribers to the Memorandum of Association shall be Life Members. The Governing Board may also, from time to time, by a unanimous resolution passed by the Governing Board in that behalf invite such persons who subscribe to the objectives of the Society as laid down in the Memorandum of Association and Rules and Regulations of the Society to be Life Members of the Society, subject to the payment of such fees as prescribed in the Rules. Persons shall mean individuals and/or bodies corporate. Bodies Corporate shall have the right to appoint a representative by a written notice addressed to the Society and shall be entitled at any time to replace the representative so appointed, in writing.
- b. PATRON MEMBERS who are invited in writing by the Governing Board pursuant to a unanimous resolution passed by the Governing Board in that behalf and who contribute towards the funds of the

For VISHWA SARASWATI SOCIETY

SECRETARY



Society such sum of money as may be prescribed by the Governing Board from time to time

* Rule 6(I) amended vide Resolution passed at the EGM of the Society held on 11.07.2011 and confirmed at the EGM held on 13.08.2011.

II. Voting rights

- (a) The life member shall have one vote.
- (b) Patron members shall be entitled to attend meetings of the General Body, provided that they shall not have voting rights.

7. SUBSCRIPTION FEE

A life member shall pay Rs. 10,000 (Rupees Ten Thousand only) annually as subscription fee. The subscription fee shall be paid by 30th day of June annually. The Governing Board shall be entitled to revise the subscription fee from time to time.

8. TERMINATION OF MEMBERSHIP

A person ceases to be a Member of the Society :

- (a) By resignation submitted in writing to the Chairman of the Society.
- (b) In the event of liquidation or dissolution.
- (c) On failure to pay the subscription fee within the stipulated period.



9. MANAGING COMMITTEE

- 9.1 Each of the Institutes established by the Society shall be managed by a Managing Committee constituted in the manner as provided in these Rules. There shall be a separate Managing Committee for each Institute. The Managing Committee of the respective Institutes shall manage the Institutes in accordance with the directions and the broad policy guidelines as framed by the Governing Board from time to time. The decisions of the Managing

Committees of the respective Institutes shall be subject to review by the Governing Board and the Governing Board shall be entitled at any time to rescind the decisions of the Managing Committee without assigning any reasons.

* 9.2. Composition of the Managing Committee

SECRETARY

The total number of members of the Managing Committee shall not exceed fifteen. The Managing Committee shall comprise of the following:

- a. Life Members of the Society not exceeding seven in number as may be nominated by the Governing Board from time to time.
- b. The Director of the Institute (ex officio) who shall function as Member Secretary of the Managing Committee.
- c. The Administrator of the Institute (ex officio).
- d. Six persons to be nominated by the Governing Board who will also include persons having expertise in the hospitality industry, in the accounting field and in the legal field."

9.3 Term of the Managing Committee

The tenure of the Managing Committee shall be three years. The retiring members of the Managing Committee shall be eligible for re-appointment.

9.4 Powers and Functions of the Managing Committee

Subject to the superintendence, control and direction of the Governing Board, the Managing Committee shall have the following powers and functions :-

- (a) To prepare and submit to the Governing Board an audited statement of accounts.

* Rule 9.2 amended vide Resolution passed at the EGM of the Society held on 11.07.2011 and confirmed at the EGM held on 13.08.2011.



- (b) To prepare and submit to the Governing Board the Budget estimate for ensuing financial year.
- (c) Confirmation of services of teachers and other employees of the Society.
- (d) To deal with all matters regarding the scale of salaries, promotions, increments, honorarium, leave and extension of services, reduction of salaries, punishments, suspension from the services and dismissal of the teachers as well as other employees of the Society.
- (e) To recommend to the Governing Board matters relating to curriculum, the fees and other charges in respect of the Institute.

9.5 Chairman of Meetings of Managing Committee

At all meetings of the Managing Committee, the Chairman shall take the chair and in his absence, the Vice Chairman. In the absence of the Chairman and the Vice Chairman, the members of the Managing Committee shall elect one of them as Chairman of the Managing Committee. Questions arising at any meeting shall be decided by a majority vote. In the event of an equality of votes, the Chairman shall have a second casting vote.

9.6 Convening of Meetings of Managing Committee

All meetings of the Managing Committee shall be convened by the Member Secretary or by any two members of the Managing Committee. Notice of meeting to be given in writing at least six days in advance of the meeting.

9.7 Quorum for Meetings of the Managing Committee

- (a) The quorum necessary for transaction of business shall be seven, including the Chairman.
- (b) If at the expiration of half an hour from the time appointed for holding a meeting of the Governing Board, a quorum is not present the meeting



shall stand adjourned. The adjourned meeting shall be held at the same place half an hour after the time originally appointed for the meeting. At the adjourned meeting, the members present shall constitute quorum.

9.8 Resolution by Circulation

The Managing Committee may conduct business by resolution duly circulated along with all connected papers, to all the members of the Managing Committee and approved by a majority of its members. Such resolution shall in all respects, be as effective as a resolution of the Managing Committee passed at a duly convened meeting of the Managing Committee, but shall be placed for adoption at a meeting of the Managing Committee held immediately after the approval of the resolution by circulation.

10. DIRECTOR

- (a) The Director of the Institute shall be appointed by the Governing Board for a period of three years, unless the appointment is terminated earlier, and shall exercise all such powers and do all such acts, deeds and things as may be required for the control and management of the Institute and its various departments. In discharge of his duties and functions, the Director shall be subject to the overall supervision and control of the Governing Board.
- (b) Subject to the overall supervision, control and direction of the Governing Board, the Director shall be responsible for the general and financial administration of the Institute and shall make appointments of all personnel in accordance with the procedures established for the purpose by the Governing Board.
- (c) The Director shall exercise all such powers and conduct all correspondence on behalf of the Society or the Governing Board as per the direction of the Governing Board and for this purpose, use the



official Seal of the Society wherever necessary and as authorized by a resolution passed by the Governing Board.

- (d) All registers and records of the Society and the Institute shall be maintained with the Director.

11. ADMINISTRATOR

The Administrator shall be appointed by the Governing Board in consultation with the Director. The Administrator shall hold office for a period of three years, unless the appointment is terminated earlier. The functions and duties of the Administrator shall be decided by the Governing Board from time to time.

12. DEFECT NOT TO INVALIDATE ACT OR PROCEEDINGS

The Society and/or the Governing Board shall function notwithstanding any defect in the appointment or nomination of any of its members and no act or proceedings of the Society or Governing Board shall be called into question merely by reason of the existence of any vacancy therein or of any defect in the appointment or nomination of any of its members.

13. MEETINGS OF THE GENERAL BODY OF THE SOCIETY

- I. The meetings of the General Body of the Society shall be of two types as under :

(a) **Annual**

The Annual General Meeting of the Members of the Society shall be convened every year by 31st July to transact the following business :

- (i) To receive the Annual Report of the preceding year
- (ii) To adopt the audited statement of Accounts and Balance Sheet of the Society.



- (iii) To appoint Auditors for the current year and fix their remuneration.
- (iv) To consider and dispose of such other matter as may be referred by the Governing Board to the General Body.

(b) **Extraordinary General Meeting**

All General Meetings other than Annual General Meetings shall be called Extraordinary General Meetings. An Extraordinary General Meeting may be convened by the Governing Board for the alteration, amendment, addition to the Rules and Regulations of the Society, or amendment to the Objects clause of the Memorandum of Association or for the amalgamation of the Society with any other Society or for the dissolution of the Society or for consideration of such matter which as per the Governing Board needs to be disposed off by the General Body. The Extraordinary General Meeting shall be convened by the Chairman as directed by the Governing Board, by giving fifteen days notice clearly stating the time, the place and specifically mentioning the purpose for which the Meeting is convened. Accidental non receipt of notice by any Member shall not invalidate the proceedings of the Meeting.

II. **Chairman of the Meeting**

The Chairman of the Governing Board shall chair the General Meetings of the Society. In the absence of the Chairman, the Vice Chairman shall chair the meetings of the Society and in the absence of the Vice Chairman, the Members present shall elect one from amongst themselves to chair the Meeting.



III. Quorum

- (a) The quorum necessary for transaction of business shall be five, including the Chairman. A Patron Member shall also be counted for purpose of quorum.
- (b) If at the expiration of half an hour from the time appointed for holding a meeting a quorum is not present, the meeting shall stand adjourned. The adjourned meeting shall be held at the same place half an hour after the time originally appointed for the meeting. At the adjourned meeting, the Members present not being less than two, shall constitute quorum.

IV. Voting at General Meetings

At any General Meeting, voting shall be by show of hands and the Life Member shall have one vote. The Patron Member shall be entitled to attend the Meetings of the General Body, but shall have no voting rights. In case of equality of votes, the Chairman of the Meeting shall be entitled to a second or casting vote.

14. ALTERATION IN RULES & REGULATIONS

No alteration or addition shall be made in the Rules and Regulations of the Society, save and except by a resolution passed by majority of the Members of the Society present at a General Meeting specially convened for the purpose by a notice issued at least fifteen days before holding of such a Meeting and in which all the terms of the proposed alterations or additions to the Rules and Regulations shall have been clearly set forth. Provided that no amendment to the Rules and Regulations shall be made which may prove to be repugnant to the provisions of Section 2(15), 11, 12, 13 and 80G of the I.T. Act, 1961 as amended from time to time. Further no amendment shall be made without the prior approval of the Commissioner of Income Tax.



15. PROCEEDINGS

The Society may sue or be sued in the name of the Secretary or any other person as may be appointed by the Governing Board from time to time.

16. SEAL

There shall be a Common Seal of the Society. The Seal shall always be in the custody of the Secretary and shall never be affixed to any document, except in the presence of the Chairman or the Vice Chairman or the Secretary or any other person authorized by the Governing Board in pursuance of a resolution passed by the Governing Board in that behalf.

17. DISSOLUTION OF THE SOCIETY

The Society may be dissolved by a General Meeting of the Society specially convened for the purpose, at which a resolution to that effect is passed by a majority of three fifths of the Members voting in person. On dissolution of the Society a liquidator shall be appointed from amongst the members of the Governing Board. The dissolution of the Society shall be done in accordance with the procedure as described under the Societies Registration Act, 1860.

The liquidator shall :

- (a) Close the Accounts of the Society after they are duly audited.
- (b) Do all such acts, deeds, matters or things as may be necessary or expedient for the winding up of the affairs of the Society.
- (c) The funds of the Society shall be disposed as per the decision of the Members of the Society convened for the dissolution of the Society by donation to :
 - (i) another Society, Trust having similar or charitable objects
 - (ii) public fund
 - (iii) charitable institution



the above enjoying recognition under Section 80G of the Income Tax Act, 1961 as amended from time to time.


18. AMENDMENT OF OBJECTS CLAUSE

The Society shall be competent to amend the Objects clause in accordance with the Societies Registration Act, 1860 or any statutory modification or enactment thereof for the time being in force.

19. ACCOUNTS CLAUSE

The Accounts of the Society shall be maintained regularly. The Accounts shall be duly audited by a Chartered Accountant. Every year the Accounts shall be closed by 31st March.

We, the undersigned members of the Governing Board of "VISHWA SARASWATI SOCIETY", hereby certify that this is a true copy of the Rules and Regulations of the Society.



Sr. No.	Name & Address	Designation	Signature
1.	Mr. Dattaraj V. Salgaocar Managing Director V.M. Salgaocar & Bro. Pvt. Ltd.	Chairman	Sd/
2.	Mr. Shivanand V. Salgaocar Director Mahadhan Real Estates Pvt. Ltd	Vice Chairman	Sd/
3.	Mr. A.E. Barreto Representative of Sharvani Investments Pvt. Ltd.	Secretary	Sd/
4.	Mr. A.M. Gude Representative of Salgaocar Industrial Projects Pvt. Ltd.	Treasurer	Sd/

ADMISSION CRITERIA

How to Apply

Admission will be granted through an entrance test conducted by "V.M. Salgaocar Institute of International Hospitality Education" at the premises on a specified date and time. For out station candidates a schedule for test will be uploaded on the website and the College representative will conduct the test.

Eligible candidates are required to register themselves for the written examination by downloading the application form from our website. Upon receipt of the completed application form, VMSIHE will inform the applicant of the selection test centre, closest to the candidate.

A crossed Demand Draft of Rs. 1,000/- (Rupees One Thousand Only) in favour of "VM Salgaocar Institute of International Hospitality Education" payable at Goa should be sent along with the filled in application form.

Rules for Admission

Application forms for admission should be submitted to the address given below:

To the Admission Co-ordinator

Admissions Office

VMS Institute of International Hospitality Education

Manora , Raia, Salcete Goa

The last date for submitting applications is given in the application form.

Applications must be accompanied with:

School Leaving Certificate

1. and a Provisional/Passing Certificate of the qualifying examination from the institution attended
2. Certificate & Mark Sheets of any other Degree or Diploma examination
3. A Character or Conduct Certificate from the Principal of the



Institute/School/College last attended

4. Birth Certificate

5. Medical Certificate of Physical Fitness from a Registered Medical Practitioner.

6. The photograph affixed on the Application Form by the candidate should be recent in formal clothes taken in the last three months against a white background 4.5 cm x 3.5 cm

Note

- Failure to submit any of the above will lead to rejection of the application
- Original certificates should not be submitted with the application form. Candidates must submit attested copies of all certificates
- If a student is granted admission, he/she will be required to produce original certificates for verification
- A candidate who is found to have furnished false information will, if admitted be dismissed
- While at the Institute, pursuing full time employment is not permitted

Important

VMSIHE does not subscribe to any channels or authorize intermediaries; electronic or otherwise to officially represent the Institute during the Admission process. Persons using any other format except the downloadable version available on [www....](http://www.vmsihe.com) is entirely at individual discretion. The Institute will not be held accountable for any such actions.

All admissions will be as per the guidelines provided by the collaborating Foreign University-Dublin Institute of Technology, Ireland.



Payment of Fees

All fees are payable in advance for each year. Fees must be paid at the Institute to the authorized person only. Fees must be paid through a crossed Bank Draft drawn in favour of "VM Salgaocar Institute of International Hospitality Education" and should be payable at Goa. Money orders or cheques will not be entertained. The payer must obtain a receipt for all amounts paid.

Selection Procedure

Applicants will be required to take a written test, which will be of 90 minutes duration and will carry 100 marks. The objective type written test will be on the following categories:

- Abstract Reasoning
- Verbal Reasoning
- Reading Comprehension
- Numerical Reasoning
- General Knowledge



To qualify the written test, candidates will require to score at least 45% marks. Candidates short-listed after the written examination will be required to appear for a Group Discussion and a Personal Interview at a later date. Group Discussion will be of 50 marks and Personal interview of 100 marks.

The marks weightage for the categories will be as follows:

Category	Marks	Weightage
Written Test	100	40%
Group Discussion	50	20%
Personal Interview	100	40%

The Personal Interview will be assessed on the following criteria:

- Communication Skill
- Alertness and Analytical Skill
- General Awareness
- Personality

Dress code for Group Discussion and Interview

Students attending for group discussion and interview are expected to adhere to the following dress code

1. Boys are required to attend in formal attire i.e. Trousers, full sleeves shirt, neck tie and formal shoes
2. Girls are required to attend in formal attire in two piece business suits or sarees

Merit List

Based on marks obtained in the Written Test, Group Discussion and Personal interview, a merit list will be uploaded on the College website.



Handwritten signature



Marriott Hotels India Private Limited

Unit 2 - 4, Ground Floor
Dynasty Business Park - A
Andheri Kurla Road,
Andheri (E), Mumbai 400 059
Tel : (91 22) 6724 1000
Fax : (91 22) 6724 1050

Mr. Dattaraj V. Salgaocar
Managing Director
M/s V.M. Salgaocar & Bro. Pvt. Ltd.
Vasco-da-Gama, Goa - 403802

11th April 2013

Dear Mr. Salgaocar,


We are pleased to hear that your Hotel Management Institute in Goa is nearing completion and that you are in the process of identifying a reputed foreign partner who can join hands with your organization in providing world class international hospitality and culinary education at this Institute.

At Marriott we see great opportunity in improving the educational infrastructure in India and applaud you for taking this initiative. Our team is keen to extend all possible support in helping you make this Institute amongst the top Hotel Management School's in India. We will be happy to assist in many ways i.e. by conducting special guest lectures by senior Marriott executives, giving inputs for course curriculum, conducting food production demo sessions, training program for food services, participation in seminars and conferences, internship programs at Marriott hotels etc. so that the students are introduced and exposed to the practical side of the hospitality business which would help shape their careers in the long run.

We strongly value our relationship with the Salgaocar family, as you were instrumental in helping us open our first managed Marriott property in India in 1999 being the Goa Marriott Resort & Spa. By the end of 2013 Marriott International will have 24 operating hotels in India operating under 7 different brands with an active pipeline of another 51 hotels under construction. Given this fast pace of growth we are very focused in attracting and developing good talent and look forward to associating with your institute in hiring students for our various programs across the portfolio.

Congratulations again on this great initiative and we wish you all the very best in creating a world class international hospitality management institute. We remain committed in supporting such initiatives that help improve the quality of talent in our industry.

Best Regards.


Rajeev Menon
Area Vice President
South Asia and Australia



HOTEL MANAGEMENT INSTITUTE. Manora. RAIA

PHASE-I

ACADEMIC BLOCK

25-09-2012

Sl. No	Description	Area (Sqm)	Remarks
GROUND FLOOR			
1	Entrance Lobby	85.65	
2	Reception / Lobby	62.80	
3	Administration	216.50	
4	Record Room	65.00	
5	Computer Lab-I	97.60	34 Seat
6	Computer Lab-II	121.00	43 Seat
7	IT/ Server Area	22.50	
8	Reading room	34.00	
9	Library	244.00	
10	Rear Lobby (Student Entry)	110.50	
11	Cafeteria	305.50	22 table x 6 seats, 8 table x 4 seat (Total - 164 Nos)
12	Sitting Area (Cafeteria Corridor)	150.00	12 table x 4 seats (48 Seats)
13	Main / Bulk Kitchen	200.00	
14	Cold Food	19.80	
15	Training/Continental Kitchen	185.00	24 work station
16	Food / Equipment store	19.50	
17	Cold Rooms / Preparation areas	67.00	
18	Cheff Office	9.25	
19	Instructor Office	7.40	
20	Micro Lab	17.00	
21	Pantry	18.70	
22	Receiving Area/ General store	76.00	
23	Security / Purchase Office	10.80	
24	Garbage Management	39.50	
25	Bar/ Restaurant	412.60	29 table x 4 seats (116 seats)
26	Liquor Store	24.60	
GUEST AREA			
1	Guest Entrance	52.80	
2	Guest Lobby	105.40	
3	Guest Rooms (4 Nos)	90.80	22.70 each
4	Guest Room Balcony (4 Nos)	62.80	15.70 sqm each
5	Central Country yard	1236.00	
MULTIPURPOSE HALL			
1	Multipurpose Hall	595.00	330 seats
2	Green Room/ Stage side Area	57.80	
3	Pre Function Area	108.00	
4	Multipurpose Hall Corridor	245.00	



Sl. No	Description	Area (Sqm)	Remarks
FIRST FLOOR			
1	Administrative Office / HOD / Teaching staff	226.00	
2	Meeting Room	30.60	12 seats
3	Faculty Lounge	50.00	
4	Multipurpose Room	244.60	220 seat
5	Seminar Room	120.80	120 seat
6	Class Room-1 No (Big)	121.60	80 Seat
7	Class Rooms-3 No	63.00	40 Seat each
8	Tutorials-3 Nos	63.00	30 Seat each
9	Facilities Training	151.50	
10	Demo Kitchen	96.50	65 seat
11	Bakery / Confectionary	104.00	
12	Laundry	56.50	
13	Linen Store / Uniform	46.00	
14	Male Lockers with Change Room	32.00	
15	Female Lockers With Change Rooms	29.10	
16	Engg. Maintenance	33.50	
17	Medical Aid	28.00	
18	Future Expansion Room	155.00	
GUEST AREA			
1	Guest Rooms with balcony-5 Nos	195.00	39.0 sqm Each
2	Suite Room-1 No	105.00	
SECOND FLOOR			
Hold For Future expansion			



HOTEL MANAGEMENT INSTITUTE. Manora. RAIA			
PHASE-I		Date/ 25/09/2012	
Sl. No	Description	Area (Sqm)	
BOYS HOSTEL			
GROUND FLOOR			
1	Entrance / Staircase Lobby	83.60	
2	Laundry	38.30	
3	T.V Room	38.00	
4	Reading Room/ Library	104.00	
5	Indoor Games Area	80.20	
6	8 rooms x 3 24 students		
FIRST FLOOR			
1	Staircase Lobby	47.80	
2	Rooms (10 Nos)(3 Pax)	342.00	34.2 Each room
SECOND FLOOR			
1	Staircase Lobby	47.80	
2	Rooms (14 Nos)	478.80	34.2 Each room
THIRD FLOOR			
1	Lobby	47.80	
2	Rooms (14 Nos)	478.80	34.2 Each room
GIRLS HOSTEL			
GROUND FLOOR			
1	Staff quarters (6 Nos) single	60.90	10.15 sqm Each
3	Lobby/Passage	78.20	
4	Indoor Games Room	38.20	
5	TV Room	38.80	
6	Ladies Change Room	33.00	
7	Gents Change Room	41.50	
8	Rooms (2 Nos) (3 Pax)	68.40	34.20 sqm each
FIRST FLOOR			
1	Lobby / Passage	103.40	
2	Rooms (4 Nos)	136.80	34.20 sqm each
SECOND FLOOR			
1	Lobby / Passage	103.40	
2	Rooms (4 Nos)	136.80	34.20 sqm Each
THIRD FLOOR			
1	Lobby / Passage	103.40	
3	Rooms (4 Nos)	136.80	34.20 sqm Each



	FACULTY BLOCK		
	GROUND FLOOR		
	2 Bed Room - 1 No	93.00	
	3 Bed Room -1 No	110.00	
	FIRST FLOOR		
	2 Bed Room - 1 No	93.00	
	3 Bed Room -1 No	110.00	
	DIRECTOR BUNGALOW		
	3-Bed rooms	199.00	
	Swimming Pool (20M x 10 M x 1.2 M)	240 Cum	



HOTEL MANAGEMENT INSTITUTE, GOA

AREA STATEMENT

20-01-2012

ACADEMIC BLOCK	DESCRIPTION	Area (sqm)	Area (sqft)	Remarks
GROUND FLOOR	Admin Records / Toilets	391.04	4100	
	Entrance Lobby	89.22	960	
	Reception Lobby	102.23	1100	
	Office	29.74	320	
	Guest Rooms - 4 nos	126.39	1360	(31 sqm each)
	Bar area	213.75	2300	
	Restaurant	241.64	2600	
	Purchase room	37.17	400	
	Bulk store	195.17	2100	
	Receiving room	92.94	1000	
	Cold room & Cold store	37.17	400	
	Pranry	61.80	665	
	Chef office	13.01	140	
	Garbage room	15.80	170	
	Gas bank Utility	18.59	200	
	Bakery / Veg Preparation	315.99	3400	
	Cafeteria	260.22	2800	
	Gents Changing room	74.35	800	
	Ladies Changing room	46.47	500	
	BMS room	18.59	200	
Tutorials - 1, 2, 3 rooms	167.29	1800		
Ladies toilet	27.86	300		
Gents toilet	27.86	300		
Computer Lab	241.64	2600		
Auditorium & Stage area	594.80	6400		
Foyer area	353.16	3800		
1ST FLOOR	1 floor Admin office	204.46	2200	
	Conference room	102.23	1100	
	Toilets	57.62	620	
	Suite	60.41	650	
	Guest Rooms - 6 Nos	223.05	2400	(31.17 sqm each)
	Laundry	92.94	1000	
	Change Rooms	39.96	430	
	Bakery	116.17	1250	
	Training Kitchen	157.99	1700	
	Demo Kitchen	102.23	1100	
2ND FLOOR	Toilets - Ladies/Gents	51.12	550	
	Classrooms - 10nos	882.90	9500	
	Toilets - Ladies/Gents	55.76	600	
	2 B Library	473.98	5100	
	Conference room	66.06	700	
	Trustee/Administr/ Panel V.Pr	102.23	1100	
	Secretary/Seating area	66.06	700	
	Toilet for principal	7.43	80	
	Ladies/Gents Toilets	55.76	600	
	Support Staff	139.41	1500	
HOD CABINETS - 148	141.26	1520		
PASSAGES etc	1394.05	15000		
TOTAL	8375.00	90115		

DESCRIPTION	Area (sqm)	Area (sqft)	Remarks	
BOYS HOSTEL	Lobby	37.17	400.00	
	Maintenance office	29.74	320	
	Electrical Room	11.15	120	
	Laundry	30.67	330	
	TV Room	34.39	370	
	Indore Games Area	71.56	770	
	Reading Room/ Library	102.23	1100	
	Warden Room	10.22	110	
	Office	17.19	185	
	Lift Lobby	44.14	475	
Rooms - 8 Nos	217.01	2335		
FIRST FLOOR	Lift Lobby	44.14	475	
	Rooms (18 Nos)	492.57	5300	
SECOND FLOOR	Lift Lobby	44.14	475	
	Rooms (22 Nos)	613.38	6600	
THIRD FLOOR	Lift Lobby	44.14	475	
	Rooms (22 Nos)	613.38	6600	
TOTAL	2457.22	26440		
GIRLS HOSTEL	Staff quarters (6 Nos) single	60.90	655	
	Lobby/Passage	78.22	842	
	Indoor Games Room	38.25	412	
	TV Room	38.83	418	
	Ladies Change Room	33.00	355	
	Gents Change Room	41.50	447	
	Rooms (2 Nos) (3 Pax)	68.40	736	
	FIRST FLOOR	Lobby / Passage	103.40	1113
		Rooms (8 Nos)	273.60	2944
	SECOND FLOOR	Lobby / Passage	103.40	1113
Rooms (8 Nos)		273.60	2944	
THIRD FLOOR	Lobby / Passage	103.40	1113	
	Rooms (8 Nos)	273.60	2944	
TOTAL	1490.10	16033		
FACULTY HOUSING	3 Bed Room (4 Nos)	110.00	1184	
	2 Bed room (4 Nos)	93.00	1001	
	1 Bed Room (1 No)	70.00	753	
	TOTAL	199.49	2147	
DIRECTOR BUNGALOW	199.49	2147		
GROUND + FIRST	472.49	5084		



for further
expansion