

## **METROPOLITAN TRANSPORT CORPORATION (CHENNAI) LIMITED**

### **Open Tender for Engaging of Transport Services of non-essential nature**

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| Tender Document No.                                     | : 32/10782/NA2/MTC/2021  |
| Tender Published on                                     | : 16.06.2022   |
| Cost of Tender Document                                 | : Rs.1000/- in person (or) Rs.1050/- by post<br>(Inclusive of GST and non-refundable).<br>DD drawn in favour of MTC (Chennai) Ltd.,              |
| Sale of tender Document                                 | : 16.06.2022 to 18.07.2022<br>from 10.00 am to 12.00 Noon  |
| Last Date and Time for submission<br>of Tender Document | : 18.07.2022 at 2.30 p.m.  |
| Date and Time for Opening of<br>Tender Document         | : 18.07.2022 at 3.00 p.m.  |
| Tender opening at                                       | : Conference Hall,<br>Corporate Office,<br>Metropolitan Transport Corporation (Chennai) Ltd.,<br>Pallavan House, Anna Salai,<br>Chennai - 600002 |
| EMD amount  | : Rs.1,50,000/-  |

**Metropolitan Transport Corporation (Chennai) Ltd.,  
Anna Salai, Chennai – 600002.**

**NOTICE INVITING TENDER FOR ENGAGING OF TRANSPORT SERVICES OF NON-  
ESSENTIAL NATURE**

Sealed tenders are invited under two Bid system (as enclosed **Part-I:** Technical Bid and **Part-II:** Commercial Bid). **Annexure-I** (General Rules & Guidelines) & **Annexure II** (Agreement). from man power agencies with annual turnover of Rs.1.00 Crore and more man power services, holding license under Contract Labour (Regulation & Abolition) Act. 1970, registered with EPFO, ESIC, having Service Tax registration and successfully carried contracts of 500 or more for outsourcing persons having valid driving licence for driving HTV and having the required physical capacity and driving experience during the last 5 years in Govt./ Semi Govt./ Central Autonomous bodies and institutes and private organizations.

Detailed Tender documents can be obtained against a written request quoting Advt. No. accompanied by a crossed demand draft for Rs.1000/- from any scheduled bank drawn in favour of **MTC**, payable at **Chennai**.

1. Sale of tender documents from 16.06.2022 to 18.07.2022 upto 12.00 pm.
  2. Cost of Tender document Rs.1000/- to be paid by D.D only. (No cash will be accepted)
  3. Last date for submission of Tenders 18.07.2022 at 14.30hrs.
  4. Date and time of Tender opening (Only Technical Bid on 18.07.2022 at 15.00 Hrs).
  5. Financial Bid : The Financial bids of successful tenders of technical bids will be opened in a separate date with a intimation to them.
  6. Earnest Money Deposit (EMD) to be submitted along with the Technical Bid : Rs.1,50,000/- (Rupees One lakh fifty thousand Only) by a demand draft in favour of M.T.C.Ltd.,
  7. Offer by Fax / e-mail will be summarily ignored / rejected. This advertisement and detailed tender documents are also available on MTC website. If the tender document is downloaded from the website D.D. of Rs.1000/- to be submitted along with the tender (Not Refundable).
  8. The tenderer shall furnish two bids (a) technical bid & (b) commercial bid in two separate covers duly superscribed in the respective cover properly and lodge them in one cover.
  9. The technical bid shall be short listed ascertain the eligible tenderers and then offer containing the commercial bid in respect of successful technical bidders shall be opened for further processing under specific day, which will be informed by MTC.
- The MTC reserves the right to accept / reject any or all the tender without assigning any reason what so ever.

Managing Director

Cost of tender document Rs.1000/- to be  
Paid in the form of D.D. in favour of MTC Payable at Chennai.

**Annexure-I**  
**Metropolitan Transport Corporation (Chennai) Ltd.,**  
**Anna Salai, Chennai – 600002.**

M/s \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Subject : Calling of quotation for engaging of Transport services of non-essential nature and General Guidelines to the tenderers.**

Sealed tenders are invited under two Bid system (as enclosed **Part-I:** Technical Bid and Part-II, Commercial Bid). **Annexure-I** (General Rules & Guidelines) & **Annexure II** (Agreement), from man power agencies with annual turnover of Rs.1.00 Crore and more for man power service, holding license under Contract Labour (Regulation & Abolition) Act. 1970, registered with EPFO, ESIC, having Service Tax registration and successfully carried out contracts for outsourcing 500 or more persons having valid driving licence for driving HTV and having the required physical capacity and driving experience during the last 5 years in Govt./ Semi Govt./ Central Autonomous bodies and institutes and private organization.

**The general instructions are as under:-**

1. Sealed tenders in prescribed form (Part-I & Part-II) duly filled in shall be accepted through Tender Box placed in the office of the Metropolitan Transport Corporation (Chennai) Ltd., Anna Salai, Chennai – 600002. Upto 18.07.2022 at 14.30hrs.
2. Tenders will be opened on 18.07.2022 at 15.00hrs in the MTC office by a Tender Opening and Evaluation Committee constituted for this purpose in the presence of tenderer and /or their representative who may like to be present on given date and time.
3. The tender form must be clearly filled in ink legibly or typed. The tenderer should quote the rates and amount tendered by him/them in the figures and as well as in words. In case, there is difference of amount in words and in figures, amount mentioned in words shall be treated correct and final. Alterations unless legibly attested by the Tenderer shall be disqualified and rejected. Tender document, must be duly signed by the tenderer himself, or his authorized signatory. The forwarding letter and attested copies of the following documents are required to be submitted along with the tender:
  - a) GSTIN No & SAC Code with copy of registration.
  - c) EPF Number with copy of EPF registration.
  - d) ESIC Registration No. with copy of ESIC Registration.

PAN allotted by the Income tax Department with copy of the latest income Tax return indicating turnover of the company for previous financial year.

- e) EMD Rs.1,50,000/- by way of Demand Draft on any Nationalized Bank in favour of MTC payable at Chennai. (Refundable).

The tender will not be entertained in the absence of any of these documents.

4. List of clients with Satisfactory Performance Certificate issued by various organizations where such type of work / jobs are being executed presently or have been performed by the contractor earlier, must be enclosed in support of credibility of the company.
5. The rate quoted should be inclusive of and in accordance with the provisions of labour Act. and other statutory provisions like EPFK MP Act , ESIC, Bonus, HRA, Gratuity (as applicable), Leave, Uniform Allowance etc.
6. Payment of salary and arrears etc to the staff hired by the agency to perform the duties at MTC shall be done by the agency through Account Payee cheque only giving details of contribution / deduction regarding ESI, EPFK MP Act etc.
7. Every paper of the tender should be signed by the Tenderer with seal of Agency / Firm.
8. The following information must be accompanied with the envelope:-
  - a) Tender Notification No. \_\_\_\_\_
  - b) Tender for man power service \_\_\_\_\_
  - c) Name of the firm \_\_\_\_\_
  - d) Last date of the tender \_\_\_\_\_
  - e) Forwarding letter indicating clearly the list of enclosures as given in para 3 above.
9. The tenderer should take care that the rates be written in such a way that interpolation is not possible. No blanks should be left which would otherwise make the tender liable for rejection.
10. **The agency shall have to deposit Rs.1,50,000/-** of specific estimated value as earnest money deposit (EMD) by way of Bank Draft of a Nationalised Bank in favour of MTC. No cash will be accepted. The amount of EMD will not bear any interest whatsoever, and will be refunded (Original Draft) to the unsuccessful tenderers after award of the work.
11. **The successful tenderer shall have to deposit 5%** of Agreement Value as security deposit in the form of Bank Draft / Bank Guarantee of a Nationalized Bank in favour of MTC within 30 days after the offer letter is received by the successful bidder / Agency otherwise, the award letter will be treated as cancelled. The amount of security deposit will not bear any interest what so ever it will be refunded, after completion of the work order satisfactorily in all respects after six month of expiry of contract. MTC reserves the right to forfeit the Security Deposit amount in the event of breach of any agreement condition.

12. The agency must have labour department Registration / License.
13. The MTC shall deduct income tax, surcharge and education cess if any, at source under section 194-c of the Income tax Act. 1961 from the contractor at the prevalent rates of such sum as income tax on the income comprised there in as per instructions issued by Govt of India from time to time.
14. Terms and conditions given in Annexure-II as agreement will govern the entire operations of transport services of non-essential nature, which the successful tenderer, shall have to abide by during the period of contract.
15. The MTC reserves the right to have a panel made out of the tenders submitted and in case the agency selected fails to do the job successfully or leaves the job in middle of the contract period, or decline to accept the award due to some reason, the next agency will be offered the contract, however, the validity of the panel will be for the period of the award of contract to the first panelist and in case the second in the panel is offered the job the time-span for this will be the remaining period of the first award of the contract.
16. The MTC reserves the right to cancel / reject full or any part of the tender which tenderers do not fulfill the condition stipulated in the matter.
17. Tender once submitted, it would be presumed to have understood and accepted all the terms and conditions given in Annexure I & II. No inquiry, Verbal or written, shall be entertained in respect of acceptance / rejection of the tender.
18. Any act on the part of the tenderer to influence anybody in the MTC is liable for rejection of his tender.
19. The successful tender should provide the required man power with the age limit of 24 years above and 45 years below with photos, proper uniforms, in the MTC area mentioned in the Annexure – III.
20. Quotation must be unconditional. Any alteration or changes in rates in tender document shall be considered as invalid and liable to be rejected.
21. The contractor shall not engage any sub-contractor or transfer the contract to any other person or agency in any manner.
22. Tenders not conforming to these requirements shall be rejected outright and no correspondence thereof be entertained what so ever.
23. Performance Evaluation :-
  - a. The quality assurance of the man power agency would be ensured regularly (daily, weekly, fortnightly or monthly depending upon the discretion of the MTC) on the basis of the periodical reports furnished by the officials assigned for this task by the MTC.
  - b. The Contractor and all his staff deployed for driving shall work under the supervision of the officials assigned for this task by the MTC.

24. MTC reserves the right to accept or reject any bid irrespective of its being lowest by taking into account the interest of the MTC. In awarding the contract interest of MTC will be paramount and in this regard the decision of the MTC shall be final.
25. The selected party (Agency for outsourcing transport services of non-essential nature) shall have to provide the proof of deposit of ESIC, EPF to the individual account of the staff deployed each month and also to submit copy of annual return giving complete list with all the details of individual EPF contribution with their EPF number.
26. Contract will be initially valid for a period of six months which may be extended for further period up to a maximum of two years on satisfactory performance report as per terms given Annexure-II (Agreement).
27. During the course of employment, any accident incident happened to the persons engaged for transport services in such event the individual cannot claim compensation if any under workmen's compensation act or any other Act, since he is only a contract employee and the contractor is alone responsible.
28. The personnel deployed by the contractor should have at least studied 8<sup>th</sup> standard with knowledge of speaking Tamil and writing Tamil and English .They should possess valid driving licence for driving HTV and driving experience. In addition to that physical fitness is as under.
- Minimum Qualification / Physical fitness:
- a) Height : 160 cm
  - b) Weight : 48 Kgs
  - c) Sight : Good Eye sight
  - d) Good habits
  - e) Knowledge - Speaking & Writing Tamil and English
  - f) Valid driving licence for driving HTV with driving experience
29. The personnel employed by the contractor shall wear proper uniform as specified by MTC.
30. The Contractor shall report immediately to the Maintenance Staff, any incidence/Evidence which may indicate or is likely to lead to Problems/Collapse of the System and to immediately take emergency corrective steps to avoid any major quarrel/damages.
31. The personnel deployed by the Contractor shall carryout the works assigned with careful and cautiously. Any damage arising out of the work of contract personnels will be recovered from the Contractor.
32. They should not cause any damage to the property of MTC including the buses.
33. They should not involve in unnecessary works which creates any disturbance among the workers.

# **PART I - TECHNICAL BID**

(Quotation Tender Form)

(Cost of tender document of Rs. 1000/- to be paid in the form of D.D in favour of MTC, payable at Chennai.)

## **INFORMATION OF TENDERER FOR PROVIDING TRANSPORT SERVICES OF NON-ESSENTIAL NATURE**

1. Brief Bio data of the Tender (Please enclose separately)

2. Name, Address with Telephone \_\_\_\_\_  
Number of the Firm/agency \_\_\_\_\_

3. Name, Designation, Address \_\_\_\_\_  
and Telephone Number of Authorised \_\_\_\_\_  
person of the Firm/agency \_\_\_\_\_

4. Please specify as to whether \_\_\_\_\_  
Tenderer is sole proprietor/ \_\_\_\_\_  
Partnership firm. \_\_\_\_\_

5. PAN number & income tax \_\_\_\_\_  
return of the last 2(two) years \_\_\_\_\_  
with Evidence \_\_\_\_\_

6. GSTIN No with evidence \_\_\_\_\_

7. Provident Fund Account Number \_\_\_\_\_  
with Evidence \_\_\_\_\_

8. ESI Registration Number \_\_\_\_\_

9. Licence Number under Contract \_\_\_\_\_  
Labour (R&A) Act with Evidence \_\_\_\_\_

10. Details of earnest money deposited

- a) Amount Rs. \_\_\_\_\_  
Rs.(in words) \_\_\_\_\_  
\_\_\_\_\_
- b) Bank Draft/Pay order \_\_\_\_\_
- c) Date of issue of Bank Draft/Pay Order \_\_\_\_\_
- d) Name of issuing Authority \_\_\_\_\_

11. Details of experience in the relevant field. (with full details of the organization where such services was performed along with copies of the satisfactory report

12. Any other information

13. Declaration by the Contractor :

This is to certify that I / we signed this tender have read and fully understood all the terms and conditions herein and undertake myself / our selves abide by them.

Dated:

(Signature of Tenderer)

Name:

Designation:

Address :

Phone (O):

(R):

**Tenderer please note:** Send only duly filled **PART-I (Technical Bid) and part-II (Commercial Bid)** in separate sealed envelopes with supporting document.

(To be executed on Rs.100/-non-judicial stamp Paper by the security service agency on award of the work)



**ANNEXURE-II**  
(Terms & condition of the contract Agreement)  
**CONTRACT AGREEMENT**

This agreement made this day of \_\_\_\_\_month \_\_\_\_\_year between MTC and having its offices at Pallavan Salai, Mount Road, Chennai -600002. Here in after referred as MTC which expression shall, unless it s repugnant to context include its successors and assigns)and M/s\_\_\_\_\_ (herein after referred to as Contractor, which expression shall where the context so requires include their legal heirs, successors and his legal assignees, executors or Administrators) here in after referred as contractor.

WHEREAS, the Contractor is engaged in providing Transport Services through its own properly trained personnel and WHEREAS, the MTC is desirous of availing the services.

NOW WHERE AS the MTC and the contractor had negotiations in this behalf through open tender bid.

NOW, it is hereby agreed between the MTC and the Contractor to provide Transport Services on the terms and conditions herein after mentioned.

1. This agreement is valid for a period of six months from ..... To .....
2. Contractor shall during the continuance of this agreement provide Transport Services as per the requirement of the MTC from time to time. The list of persons required per day is listed in the Annexure-IV. The requirement of the MTC for numbers of persons may vary according to needs of the MTC, which shall be intimated by the MTC from time to time to the contractor by the concerned officer of the MTC. The Transport Services of non-essential nature includes the following works.  
1.AM Shift 2.Washing, 3.Diesel Filling, 4.Parking 5.Lift services, 6.Water Lorry, 7.Recovery Van in addition to the above the related works specified by the management then and there.
3. The persons engaged shall be ready to work on shift basis (8hrs per shift) and no person be allowed to extend his duty beyond one shift on overtime basis without the written permission of the officer in-charge that to is on a special case only. Further no persons shall be allowed to leave his duty position even after the close of that particular shift, unless proper reliever takes over the job from him.
- 4.The Successful tenderer should provide the required persons with the age limit of 24 years above and 45 years below with photos, proper uniforms, in the MTC area mentioned in the Annexure-III.
5. The personnel deployed by the contractor should have at least studied 8<sup>th</sup> standard with knowledge of speaking Tamil and writing Tamil and English Minimum Qualification / Physical fitness :
  - a) Height : 160 cm

- b) Weight : 48 Kgs
  - c) Sight : Good Eye sight /to colour blind
  - d) Valid driving licence for driving HTV with driving experience
  - e) Good habits
  - f) Knowledge – speaking and writing Tamil & English
6. That the contractor shall provide required trained and experienced Drivers depending on the requirement of the MTC from time to time, which will be communicated to the Contractor by the concerned officer of the MTC.
  7. The Bio-data and aadhaar card of persons engaged shall be intimated well in advance by the contractor. If there is any change it shall be informed to the management then and there.
  8. Contractor will provide E.S.I and E.P.F facility to its entire staff posted in MTC on behalf of the MTC under this agreement.
  9. The Contractor shall submit the documentary proof (Photocopies) in support of his claim that he has deposited the ESI, EPF etc in respect of the Person engaged for MTC with the concerned department for previous months with an undertaking. These documents will be verified and certified by the MTC staff assigned for this purpose from the original documents. If the contractor fails to do so, his bill for the next month will not be processed for payment. Contractor will also certify that proper wages have been paid to their employee's. The wages have to be paid by Account payee cheque, giving details. Deduction of ESI & EPF to each individual as a pay slip.
  10. The personnel shall be properly dressed and will wear full uniform while on duty and the contractor will provide the said uniform.
  11. The MTC will not provide any medical facility and residential accommodation to the personnel of the contractor.
  12. The personnel will not indulge in any criminal activities, mal-practices of undesirable activities etc. In such cases, they will be dealt with under the provision of law and Contractor will be fully responsible for their conduct.
  13. Contractor shall continue to be responsible for the personnel and any other person employed by it, in respect of the terms and conditions of their services, payments, attendance, medical care, disciplinary matter etc. who shall remain fully under the administrative, financial control and supervision of the Contractor except that the MTC shall be the sole arbitrator in respect of nature of the duties to be entrusted to and the manner of performance of their duties for the purpose of this agreement.
  14. The personnel shall be at no time, be treated as the employees of the MTC and also shall have no claim to be regularized in the services of the MTC, But the agency will change the driver without prior permission of the concerned officer of the MTC.

15. In consideration of the obligations undertaken by the contractor under this agreement, the MTC shall pay contractors charges on the basis of the number of such persons actually deployed by Contractor for the effective operation of this agreement on the rates quoted by the contractor in their Tender.
16. The contractor shall submit his bill along with documents as per the guidelines stipulated in Para 5 of this agreement to the MTC within first week of every month which shall be cleared within 20 working days but the contractor will distribute the Salary to persons by 10<sup>th</sup> every month, even if there is some delay in processing the bill files at the MTC level due to any reason.
17. No personnel hired / employed by the agency will form any links or join the association of MTC employees in any manner whatsoever.
18. The agency to furnish the security deposit 5% of the value (Agreement value) of the Contract in the form of Bank Draft or Bank Guarantee of a Nationalized bank of equal amount in favour of MTC which will be released after six months of expiry of the contract. Bank guarantee should be valid for more than one year and six months (i.e. 18 Months). MTC reserves the right to forfeit the Security deposit amount in the event of breach of any agreement condition.
19. The personnel deployed by the contractor shall perform their duties under the supervision of the MTC officials deputed for this purpose.
20. Contractor shall be responsible for all losses/damages to the MTC property, under their charge. Any loss/damage due to the negligence, Carelessness or dereliction of duty directly or indirectly on the part of the persons will be made good by the Contractor. In case of any loss joint enquiry will be conducted by the MTC and the Contractor, and submit the report to the Managing Director of MTC for further action.
21. In case of any dispute arising out of this agreement the same shall be resolved initially by Mutual discussion between the parties within a period of 60 days failing which only courts at Chennai will have the jurisdiction to adjudicate upon the matter.
22. The MTC reserves the right to have a panel made out of the tenders submitted and in case the agency selected fails to do the job successfully or leaves the job in middle of the contract period or decline to accept the award due to some reason the next agency will be offered the job. However the validity of the panel will be for the period of the award of contract to the first panelist and in case the second in the panel is offered the job the time-span for this will be the remaining period of the first awardees of the contract.

23..During the course of employment, any accident incident happened to the persons in the event the individual cannot claim compensation if any under workmen's compensation act or any other Act, since he is only a contract employee and the contractor is alone responsible.

24. Other condition if any suggested by MTC it will also be included in the agreement at the time of execution.

25.The agreement will be valid for a period of six months from \_\_\_\_\_ to \_\_\_\_\_ .

26. This agreement may be extended for a maximum period of two years subject to satisfactory performance report and also by mutual consent, the agreement can also be terminated by either side upon giving three month's notice in advance in writing.

27. In the event of failure of execution of contract on the part of the Contractor, the agreement shall be terminated without giving any notice whatsoever, MTC shall not be responsible for any payment thereafter.

28. If any theft/loss of properties of MTC occurs the same is found correct by joint investigation by MTC & Contractor, drivers the contractor shall pursue payment of compensation through the fidelity guarantee insurance i.e. Rs.5,00,000 floated for all the contracted personnel to make the loss good to the extent of coverage only if the contract personnel were found at fault.

29.The decision of the MTC shall be final and binding on the contractor and shall not be questioned by him in any manner.

30.The Amendments/ requirements made by Parliament, by Acts Legislatives Government Orders, Instructions etc. statutory issue of Provident fund,, Gratuity, Bonus, Service Tax, GST etc., Wages, Labour Laws or other law of land shall be automatically applicable to this agreement and repercussions will accordingly apply.

31. If the contractor fails to employ the requisite manpower as indicated above or if there is any lapse in the maintenance works or in the use of material or labour a monthly penalty upto 10% of agreement value will be levied and recovered in the payment due to the contractor.

32. The persons who may be deputed at MTC purely under the contract agreement between the MTC and the firm, shall not be considered as employees of MTC at any point of time and MTC cannot be held responsible for payment of any wages which may be payable to the drivers.

33. Any matter of dispute arising in this contract is subject to the jurisdiction of the Civil Courts within the city of Chennai.

34. The Licensee shall indemnify the MTC from any covenant either monetary or otherwise that may arise due to damages caused to any person or body of persons either in the form of property loss. Loss of life, injury to body, etc.,

35. The Licensee shall indemnify the MTC from any claim by any person or body of persons in the matter of wages, salaries and compensation dues etc in connection with any matter covered under this Licence deed.

36. Licenser or Licensee shall be considered in default in performance of their obligation such performance is prevented or delayed because of wars, hospitalities, revolution, civil commotion, strikes, lock-outs, epidemic, accident, fire, flood, natural calamities, earthquake or ordinance of any Government or of any sub-division there of our because of any act of God or for any other cause beyond the reasonable control of the licensee affected, provided notice in writing of any such cause with necessary evidence that the obligation under this agreement is thereby affected or prevented or delayed is given within 13 days from the happening of the event and in case it is not possible to serve notice within 14 days from the happening of the event then within the shortest possible period without delay.

37. In addition, the Licensee hereby agrees to other Terms and Conditions furnished in the tender document.

WITNESS WHEREON, the parties hereto, have set their hands and seal, this day herein above referred to-

Contractor

Registrar (Admn.)

Managing Director  
MTC(Chennai) Ltd.,

Witness

Witness

1.

1.

2.

2.

## **Annexure - III**

### **Name of Work**

Engaging of Transport Services of non-essential nature in the Depots/Workshop/Terminal of Metropolitan Transport Corporation (Chennai) Ltd.

Providing man power for driving as required in shifts as detailed below in proper uniform, with required training and valid driving licence for HTV with driving experience for the following works.

Engaging of Transport services of non-essential nature such as (a) AM shift (b) Washing (c) Diesel filling (d) Parking (e) Lift services (f) Water lorry (g) Recovery van in addition to the above related works specified by Management then and there.

| <b>Sl.No</b> | <b>Places of Work</b>                 |
|--------------|---------------------------------------|
| <b>1</b>     | <b>Ambattur Depot</b>                 |
| <b>2</b>     | <b>Anna Nagar Depot</b>               |
| <b>3</b>     | <b>Avadi Depot</b>                    |
| <b>4</b>     | <b>Ayanavaram Depot</b>               |
| <b>5</b>     | <b>Adambakkam</b>                     |
| <b>6</b>     | <b>Basin Bridge Depot</b>             |
| <b>7</b>     | <b>Ennore Depot</b>                   |
| <b>8</b>     | <b>Madhavaram Depot</b>               |
| <b>9</b>     | <b>Perambur Depot</b>                 |
| <b>10</b>    | <b>Thiruvottiyur Depot</b>            |
| <b>11</b>    | <b>Tondiarpet -I Depot</b>            |
| <b>12</b>    | <b>Tondiarpet - II Depot</b>          |
| <b>13</b>    | <b>Vyasarpadi Depot</b>               |
| <b>14</b>    | <b>Regional workshop - Tondiarpet</b> |
| <b>15</b>    | <b>Adyar Depot</b>                    |
| <b>16</b>    | <b>Alandur Depot</b>                  |
| <b>17</b>    | <b>Iyyappanthangal Depot</b>          |
| <b>18</b>    | <b>Central Depot</b>                  |
| <b>19</b>    | <b>MTCW, Chrompet-I Depot</b>         |
| <b>20</b>    | <b>Chrompet Depot-II</b>              |
| <b>21</b>    | <b>Mandaveli Depot</b>                |
| <b>22</b>    | <b>Poonamallee Depot</b>              |
| <b>23</b>    | <b>Saidapet Depot</b>                 |
| <b>24</b>    | <b>Tambaram Depot</b>                 |
| <b>25</b>    | <b>T.Nagar Depot</b>                  |
| <b>26</b>    | <b>Thiruvannamiyur Depot</b>          |
| <b>27</b>    | <b>Vadapalani Depot</b>               |
| <b>28</b>    | <b>Pattulos Road Depot</b>            |
| <b>29</b>    | <b>Kannagi Nagar Depot</b>            |
| <b>30</b>    | <b>Perumbakkam Depot</b>              |
| <b>31</b>    | <b>K.K. Nagar Depot</b>               |
| <b>32</b>    | <b>Kundrathur Depot</b>               |
| <b>33</b>    | <b>Padiyanallur Depot</b>             |

## **Annexure – IV**

The list of persons required per day for engaging of Transport Services of non-essential nature in the Depots/Workshop/Terminal of Metropolitan Transport Corporation (Chennai) Ltd.

| S.NO      | DEPOT           | NO OF<br>WORKSHOP<br>DRIVER | S.NO      | DEPOT         | NO OF<br>WORKSHOP<br>DRIVER |
|-----------|-----------------|-----------------------------|-----------|---------------|-----------------------------|
| AD REGION |                 |                             | AY REGION |               |                             |
| 1         | ADAYAR          | 25                          | 18        | CENTRAL DEPOT | 21                          |
| 2         | MANDAVELI       | 15                          | 19        | AYANAVARM     | 27                          |
| 3         | ADAMBAKKAM      | 7                           | 20        | PERAMBUR      | 22                          |
| TR REGION |                 |                             | AN REGION |               |                             |
| 4         | THIRUVANMIYUR   | 21                          | 21        | ANNA NAGAR    | 25                          |
| 5         | KANNAGI NAGAR   | 4                           | 22        | AMBATHUR      | 23                          |
| 6         | PERUMBAKKAM     | 8                           | 23        | AVADI         | 16                          |
| 7         | ALANDUR         | 14                          | TD REGION |               |                             |
| TN REGION |                 |                             | 24        | TONDIARPET-1  | 23                          |
| 8         | T.NAGAR         | 16                          | 25        | TONDIARPET-2  | 17                          |
| 9         | K.K.NAGAR       | 27                          | 26        | THIRUVOTRIYUR | 14                          |
| 10        | KUNDRATHUR      | 6                           | 27        | ENNORE        | 9                           |
| 11        | SAIDAPET        | 18                          | MV REGION |               |                             |
| CR REGION |                 |                             | 28        | MADHAVARAM    | 18                          |
| 12        | CHROMPET -1     | 26                          | 29        | VYASARPADI    | 16                          |
| 13        | CHROMPET -2     | 7                           | 30        | BASIN BRIDGE  | 6                           |
| 14        | TAMBARAM        | 25                          | 31        | PADIYANALLUR  | 9                           |
| VP REGION |                 |                             | TOTAL     |               |                             |
| 15        | VADAPALANI      | 25                          |           |               |                             |
| 16        | IYYAPPANTHANGAL | 16                          |           |               |                             |
| 17        | POONAMALLEE     | 26                          |           |               |                             |

## **PART II**

### **COMMERCIAL BID**

(Quotation Tender Form)

**To be filled in properly, legibly and submit in a separate sealed envelope marked as Financial bid.**

| Sl. No. | Qty | Description  | Rate<br>(in figures and words) | GST NO. | SAC Code | Unit | Amount |
|---------|-----|--|--------------------------------|---------|----------|------|--------|
| 1.      |     | Engaging of Transport services of non-essential nature such as (a) AM shift (b) Washing (c) Diesel filling (d) Parking (e) Lift services (f) Water lorry (g) Recovery van in addition to the above related works specified by Management then and there. |                                |         |          |      |        |

Note : The rate to be quoted excluding GST.



1. Any other information\_\_\_\_\_
2. Name and Designation of the Authorized Signatory.
3. Telephone Nos. of the office/ Mobile No./Fax No./E-mail
4. Declaration by the Contractor

It is to certify that I/we before filling & signing this PART-II tender document have read and fully understood in the Annexure-I (General Guidelines, Annexure-II (Agreement and terms & conditions) of the contract and undertake myself/ourselves to abide by them.

Date:

Place:

Signature of the Tenderer with seal

Name

Designation

Address

Phone No. office

Residence

Phone No.

Mobile No.

E-mail No.

Fax No.