

	<p><b>TAMIL NADU CORPORATION FOR DEVELOPMENT OF WOMEN LTD.,</b>  <b>(A GOVERNMENT OF TAMILNADU UNDERTAKING)</b>  <b>Annai Teresa Mahalir Valagam, 1st Floor, Valluvarkottam</b>  <b>High Road, Nungambakkam, Chennai - 600 034.</b>  <b>Phone: 91-44-2817 3412 /13/14 Email: tncdwho@yahoo.co.in. Web: http://tncdw.org</b></p>
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**Roc.No.588/A3/2024**

**Dt: 23-11-2024**

**To**

list of agencies enclosed.

**Sir/Madam,**

**Sub: TNCDW - Hiring of Vehicles for SMMU officers official use-  
for the year 2025 - Quotation called for - reg.**

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It is proposed to engage the vehicle (Sedan type - A/C vehicles, Innova - A/C) on an annual contract on hired basis to our office for official use as given below along with the following terms & conditions.

S.No	Name of the Society / Scheme	Officers details	No of Vehicles	Vehicle type
1	TNULM	ARDR, General	2	Sedan type A/C vehicles (Honda Amaze, Honda city, Maruti Dzire, Swift, Verna, Ciaz)
2	DDUGKY	ARDR, JD 1, JD 2	3	Sedan type A/C vehicles ( Honda Amaze, Honda city, Maruti Dzire, Swift, Verna, Ciaz)
3	TNVRC	Office	1	Innova /Innova Crysta (A/C vehicle)
4	MUTRAM	PRO	1	Sedan type A/C vehicles (Honda Amaze, Honda city, Maruti Dzire, Swift, Verna, Ciaz)

**Terms & Conditions:**

- The age of the vehicle should be less than 3 years and registered for commercial purposes only. The taxes, insurance, etc., will be borne by the cabs.
- The vehicle shall be used for 2000 km per month which includes travelling to out of the station.
- The cost of fuel, oil, driver salary, beta, vehicle maintenance cost, Service tax, surcharge and education cess and other miscellaneous expenditure have to be borne by the agency.
- Timing of the plying shall be from 9.00 AM to 9.00 PM (daily 12 hours). Duty timing shall however be subject to change depending on the exigencies of work.
- The contractor should provide the driver with a valid driving license and the driver shall be of good character. Also, the drivers should wear a uniform and drivers should be not changed except under exceptional circumstances. A constant driver should be engaged and frequent change of drivers should not be recommended.
- If the driver sent by the service provider falls ill suddenly or is on leave, a spare driver should be sent immediately.

Hence, we request you to visit our office at the following address and submit your quotation for hiring of vehicles on or before **10.12.2024**.

**Office Address:** Annai Teresa Women's complex,  
Valluvarkottam High Road,  
Nungambakkam, Chennai - 34.

Sd/-

**MANAGING DIRECTOR**