

METROPOLITAN TRANSPORT CORPORATION (CHENNAI) LIMITED

PALLAVAN HOUSE, ANNA SALAI, CHENNAI - 600 002.

**E-tender procedures will be followed in this tender as per
Tamilnadu Transparency in Tenders Act, 1998
&
Tamilnadu Transparency in Tenders Rules, 2000.
With Percentage BOQ**

Tender No.7121/Civil/MTC/2021

E - TENDER (TWO COVER SYSTEM)

FOR THE WORK OF **CLEANING OF TOILETS AND HOUSEKEEPING OF MTC
DEPOTS, WORKSHOPS AND BUS TERMINUS**

PERIOD OF CONTRACT : ONE YEAR.

E.M.D. Rs.5,12,000/-

TENDER OPENING DATE & TIME :31.01.2024 at 15.30 Hours

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

SALIENT FEATURES IN TENDER NOTICE.

- | | |
|--|---|
| 1. Name of Work | : Cleaning of Toilets and Housekeeping of MTC Depots, Workshops and Bus Terminus |
| 2. Downloading Period of bid (Tender) Documents. | : 16.01.2024 to 30.01.2024 upto 16.00 Hrs. |
| 3. Last Date and Time for Receipt of Bid (Tender). | : 31.01.2024 upto 12.00 PM |
| 4. Office where bids will be opened | : Metropolitan Transport Corporation (Chennai) Ltd.,
Pallavan House,
Chennai - 600 002. |
| 5. Time and Date of opening of bids. | : 31.01.2024 at 15.30 Hrs. |
| 6. Earnest Money to be deposited with Tender. | : Rs. 5,12,000/- |
| 7. Eligibility criteria (If not furnished, Bid will not be accepted) | <ul style="list-style-type: none"> : 1. 3 Years experience in Housekeeping works and single work order with value not less than Rs.2.60 crore in similar work at any State or Central Government Departments during the year April 2020 to current year up to the date of opening of Tender. : 2. Average annual turnover of Rs.5.20 crore in the last three Financial years and in the current financial year up to the date of opening of Tender. The audited balance sheet reflecting financial turnover certified by Chartered Accountant with his stamp. : 3. Current valid ISO Certificate for House keeping work. |
| 8. Validity Period for Tender | : 6 months from the Date of the Opening of Tender. |
| 9. Contract Period | : One Year from the date of handing over of the site. |

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

METROPOLITAN TRANSPORT CORPORATION (CHENNAI) LIMITED

INSTRUCTIONS TO BIDDERS**E-tender procedures will be followed in this tender.**

1. The tender consists of Technical Bid and Commercial Bid with Percentage BOQ in the prescribed form.
2. The prescribed format for Technical Bid and Commercial Bid of the Tender schedule shall be submitted through the Tamilnadu <https://tntenders.gov.in> web portal.
3. The Technical Bid shall be short listed to ascertain the eligible tenderers and then offer containing the Commercial Bid in respect of successful Technical Bidders shall be opened for further processing on the specific day, which will be informed by Metropolitan Transport Corporation (Chennai) Ltd., .
4. The tender for technical bid shall be opened by the Tender opening Committee.
5. Tenderers may be view the tender status in Tamilnadu tenders web portal (<https://tntenders.gov.in>) only.
6. Online payment for EMD / undertaking for EMD and all other relevant documents shall be enclosed along with Technical Bid only.
7. MTC don't take a responsible for delayed payment whether bank server error or network error.
8. Conditional offers made by the firms in the tender are liable to be rejected.
9. Based on the evaluation of Technical Bid, the short-listed commercial bids shall be opened on the specified date informed by Metropolitan Transport Corporation (Chennai) Ltd., through (<https://tntenders.gov.in>) only.

DEPUTY MANAGER (CIVIL)

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

**METROPOLITAN TRANSPORT CORPORATION (CHENNAI) LIMITED
PALLAVAN HOUSE, ANNA SALAI, CHENNAI - 600 002**

Tender No.7121/Civil/MTC/2021 for the work of Cleaning of Toilets and Housekeeping of MTC Depots, Workshops and Bus Terminus.

TECHNICAL BID

INFORMATION ABOUT THE FIRM		
1.	Name of the firm	
2.	Address of the Registered Office	
3.	Office Telephone No.	
4.	E-mail Address	
5.	Name of the Authorized Person with his Mobile No.	
6.	Nature of Business	
7.	Capital Employed in Rupees	
8.	No. of Employees in the Firm	
9.	Maximum No. of labours that can be provide to MTC per day. (MTC requirement 186 labours and 6 Supervisors per day)	
10.	Nature of the firm Proprietor / Partnership / Private Ltd / Public Ltd.,/ Undertaking / Co-operative	(Documents must be enclosed)
11.	Status of the firm Micro / Small / Medium / Large	
12.	In case of Small Scale Units whether registered as Small Scale Industry with Director of Industries & Commerce / MSME / NSIC	a) Yes b) No (If yes, documents must be enclosed)
13.	Average annual turnover of Rs.5.20 Crore in the last three Financial years and in the current financial year up to the date of opening of Tender. The audited balance sheet reflecting financial turnover certified by Chartered Accountant with his stamp.	Financial Year
		2020-21
		2021-22
		2022-23
14.	3 Years experience in Housekeeping works and single work order with value not less than Rs.2.60 crore in similar work at any State or Central Government Departments during the year April 2020 to current year up to the date of opening of Tender.	Documents must be enclosed
15.	Tenderer have current valid ISO Certificate for House keeping work.	Documents must be enclosed

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16.	Tenderer must be declared in non judicial stamp paper not less than Rs.50/- whom 's firm was not in Black listed and not punished for any criminal activities with attested by Notary Public.	Documents must be enclosed
17.	Compliance with statutory labour laws Compliance certificate from qualified Chartered Accountant or Company Secretary or Cost Accountant certifying that the tenderer is complying with all statutory labour laws including payment of wages Act, minimum wages Act etc.,	Documents must be enclosed
18.	Income Tax PAN Number attested by Chartered Accountant	Documents must be enclosed
19.	Last 3years Income Tax Return duly attested by Chartered Accountant.	Documents must be enclosed
20.	GST Registration certificate with last 6 Months payment challan.	Documents must be enclosed
21.	Provident Fund Account Number with last 6 Months payment challan.	Documents must be enclosed
22.	ESI Registration Number with last 6 Months payment challan	Documents must be enclosed
23.	License under Contract Labour (R&A) Act. For Housekeeping work.	Documents must be enclosed
24.	EMD Details	
(a)	Online payment deposited for EMD Amount Rs.5,12,000/-	a) Yes b) No (If yes, documents must be enclosed)
(b)	If claim any exemption of EMD, the supporting documents for particularly Housekeeping work and Undertaking with covering letter to be enclosed.	(To be mentioned document details)
25.	Payment Terms : 45 Days Credit from the date of submission of bills or any other payment terms quoted by the firm in the tender document will be considered subject to the final decision of MTC. (Must be filled)
26.	Bid Validity Period : One year / any other validity period quoted by the firm in tender will be considered subject to the final decision of MTC	Bid Valid Upto (Days from the date fixed for opening of the bid)

Note: Prequalification tenderer without the requisite documents will not be accepted
TENDER NOTICE

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

Note: E-tender procedures will be followed in this tender.

1. For and on behalf of Metropolitan Transport Corporation (Chennai) Ltd., Tender Schedules will be received by the Deputy Manager (Civil) through the Tamilnadu e-tender portal (<https://tntenders.gov.in>) upto 12.00 P.M. on 31.01.2024 for **Cleaning of Toilets and Housekeeping of MTC Depots, Workshops and Bus Terminus** for a period of one year.
2. The tender should be in the prescribed form which can be downloaded from Tamilnadu e-tender portal from 16.01.2024 to 30.01.2024. upto 4.00 P.M.
3. Follow the e-tender procedures to prepare the tender documents.
4. Receipt of Bids:
 - 4.1 Bids will not be received after the hour and date fixed as the dead line for submission of bids, Direct bids, Postal bids and Telegraphic bids including telex, cable or facsimile bids will not be accepted under any circumstances.
 - 4.2 MTC will not take any responsibility for any delay including the network delay.
5. The tender will be opened by the Tender Opening Committee, Metropolitan Transport Corporation (Chennai) Ltd., at his office at 03.30 P.M. on the same day ie., 31.01.2024. If for any reason, the office happens to be closed on the date of opening of tenders as specified, the tender will be opened on next working day at the same time and place. The tenderer may visit the Tamilnadu e-tender portal to view the stage of tender as per rules.
6. Tender must be submitted in Tamilnadu e-tender portal (<https://tntenders.gov.in>) only.. If Bids received by post, it will not be returned to the bidders.
7. If the tender is made by an individual it shall be signed with his full name and address. If it is made by firm, it shall signed on behalf of other partners by an authorized member of the firm. If the tender is made by a company, it shall be signed by a duly authorized officer, who shall produce with his tender satisfactory evidence of his authorization. Such tendering company shall be required to furnish evidence of its existence. (Sign means Signature/ Digital Signature as per rules in the Tamilnadu e-tender policy)
8. 3 Years experience in Housekeeping works and single work order with value not less than Rs.2.60 crore in similar work at any State or Central Government Departments during the year April 2018 to current year up to the date of opening of Tender.
 - 8.1 Average annual turnover of Rs.5.20 crore in the last three Financial years and in the current financial year up to the date of opening of Tender. The audited balance sheet reflecting financial turnover certified by Chartered Accountant with his stamp.

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8.2 Current valid ISO Certificate for House keeping work.

- 9 Each tenderer is requested to send the latest certificate of Income Tax verification from the appropriate Income-Tax Authority in the form prescribed thereof and also enclose G.S.T. payment challan for last six months.
10. Each tenderer (except valid exemption) must pay as Earnest Money Deposit a sum of Rs.5,12,000/- (Rupees Five lakhs Twelve thousand only) through e-tender portal and kept valid for a period of 6 months from the date of opening of tender or till the decision on tender is taken (whichever is earlier). **Tenders without EMD will be summarily rejected.** (except valid exemption)
- 10.1 If the Bidder is claimed EMD exemption must be submit the supporting documents with G.O. (i.e. MSME (**Micro and Small**) / NSIC certificates for particularly Housekeeping) And also covering letter along with Undertaking in non judicial stamp paper not less than Rs.50/-
- 10.2 The Earnest Money Deposit will be retained in the case of the successful tenderer. The successful tenderer shall also furnish security deposit of Rs.5,12,000/- (Rupees Five lakhs Twelve thousand only) equivalent to EMD value, in the shape of demand draft issued by Nationalized Bank in favour of Metropolitan Transport Corporation (Chennai) Ltd., Chennai- 600002 and also furnish Performance Bank Guarantee 5% of value of contract from any Nationalized Bank before signing the contract.
- 10.3 Earnest Money Deposit will not carry any interest. The Earnest Money Deposit will be refunded to the unsuccessful tenderers on application after intimation of rejection of the tender is sent or at the expiry of 6 months from the last date for receipt of tender whichever is earlier.
- 10.4 In addition to the EMD Annexure - III specified in the tender notice as noted above the tenderer should give consent in writing as per Annexure - I along with tender that he will furnish performance Bank Guarantee in the form as stipulated in Annexure II of the tender notice. This performance Bank Guarantee will be retained by MTC till the completion of the contract as decided by the Managing Director, Metropolitan Transport Corporation (Chennai) Ltd.,
- 10.5 When a tender is said to be accepted, then on intimation of acceptance by the Managing Director, Metropolitan Transport Corporation (Chennai) Ltd., the tenderer shall attend the office of the Managing Director, Metropolitan Transport Corporation (Chennai) Ltd., before the end of the specified period and shall sign an agreement in the proper departmental form for the due fulfilment of the contract. The security deposit aggregating to 2% of the value of the accepted tender including EMD will be recovered in three equal instalments from the first three consecutive bills. This security deposit together

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with the Earnest Money deposit and the 5% amount withheld from the running bills according to the clause 64 of general conditions of contract (Vol.II of TNBP) shall be retained as security for the due fulfilment of this contract. If upon written intimation to the successful tenderer by the Managing Director, Metropolitan Transport Corporation (Chennai) Ltd., the tenderer fails to attend the said office on or before the specified date of the intimation to the tenderer, the tender will not be considered. If upon intimation being given to the successful tenderer by the Managing Director, Metropolitan Transport Corporation (Chennai) Ltd., Chennai -2, of acceptance of his tender the tenderer fails to remit the additional Security Deposit if any, or enter into the agreement, the EMD referred in clause 10.1 of the Tender Notice shall be forfeited not as a penalty but towards payment of liquidated damages sustained as a result of such failure.

- 10.6 All EMD Security Deposit and the further Security Deposit referred to in clauses 10.1, 10.2, 10.4 and 10.5 above, specially retained on behalf of the Metropolitan Transport Corporation shall not carry any interest for this contract. Such portions of the deposit which shall not have become forfeited by Metropolitan Transport Corporation (Chennai) Ltd., shall be returned to the Contractor at the expiry of 3 months after the completion of work.
- 11 Out of 5% withheld from the running bills 2 1/2% will be released along with the final bill if the work is successfully completed and the balance 2 1/2% will be retained for a period of 3 months reckoned from the date of completing work.
- 12 The Tenderers should enclose a performance certificate issued by the Department / Institutions for whom they have executed works indicating the nature and cost of the works, experience and capacity of tools and plants etc., in possession with them.
- 13 The validity of the tender shall be for Six months from the last date of opening of tender.**
- 14 The Tenderer must obtain for himself on his own responsibility and at his own expense all the information which may be necessary for the purpose of tendering and for entering into contract and must inspect the site of the work and acquaint himself with all local conditions, means of access to the work, nature of the work and all matters pertaining thereto.
- 15 The Contractor's quotation shall be for the complete work and shall include GST, Octroi and any other Taxes and Duty or other levy, imposed by Central Government or State Government or local Authorities. The quotation shall be firm and shall not be subject to any fluctuation in prices on any account whatsoever. The quotations shall also include for transportation, loading and unloading, freight charges, transit insurance etc.,
- 16 The written Agreement to be entered into between the Contractor and M/s. Metropolitan Transport Corporation (Chennai) Ltd., shall be the foundation of all

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

rights of both the parties and the contract shall not be deemed to be complete until the Agreement has first been signed by the Contractor and then by the proper officer authorized (General Manager (Technical)) to enter into contract on behalf of M/s. Metropolitan Transport Corporation (Chennai) Ltd.,

17. The Metropolitan Transport Corporation (Chennai) Ltd., shall always have the right to alter the specification, by omission or addition or deduction at its discretion. The tenderer should quote the percentage for administrative charges in Price Bid Percentage BOQ only based upon Minimum wages Act vide Chennai Collector Proceedings for Daily wages in 2023-24. inclusive of ESI & PF of labours. Tenders not submitted in the proper form or in due time will be rejected.
18. The date of commencement will be the date on which the site premises is handed over to the Contractor.
19. No part of the contract shall be sublet or delegate the work to any other person.
20. The Tenderers should engage and employ requisite manpower as specified by Metropolitan Transport Corporation (Chennai) Ltd., in the schedule for the work. They should ensure that entire staffs are alternatively available at the site with excellent quality of service on all days including Sundays and Holidays.
21. If the Tenderer fails to employ the requisite manpower as indicated above or if there is any lapse in the maintenance works or in the use of labour a monthly penalty upto 10% of agreement value will be levied and recovered in the payment due to the Contractor.
22. The Tenderer submitting a quotation which the tender accepting authority considers excessive or indicative of insufficient knowledge of current prices or a definite attempt at profiteering, will render himself liable to be debarred, if the accepting authority may decide to do so.
23. The Tenderer shall take necessary risk insurance at his cost against losses due to unprecedented floods and other acts of Nature and Metropolitan Transport Corporation (Chennai) Ltd., will not bear the cost towards such damages.
24. Though the contract is initially for one year, the performance of the Tenderer will be reviewed once in six months and based on this the Contractor may be allowed to continue. If the performance is found to be satisfactory then the contract may be extended for one more year (12 months) with an increase of based upon revised Minimum wages Act. vide Chennai Collector Proceedings for Daily wages. If found unsatisfactory, the Contract, will be terminated with 30 days advance notice, in which case the deposits paid will be forfeited.
25. The Metropolitan Transport Corporation (Chennai) Ltd., besides the review once in 6 months, reserves its right to terminate the contract either in part or in whole,

DATE :

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- in case of poor performance, misrepresentation of facts, non-compliance of the terms and conditions, non-payment of taxes (GST) and statutory dues (ESI & PF) , rules and regulations, safety codes etc., by giving 30 days advance notice, in which case the deposits paid will be forfeited.
26. It shall be expressly understood by the Tenderer that on receipt of written communications of acceptance of tender from the accepting authority there emerges a valid contract between the Metropolitan Transport Corporation (Chennai) Ltd., and the Tenderer for execution of the work.
 27. In event of the work being transferred to any other officer of Metropolitan Transport Corporation the officer concerned having jurisdiction over the work shall be competent to exercise all the powers and privileges reserved in favour of the Metropolitan Transport Corporation (Chennai) Ltd.,
 28. Any specifications for items which are not available in any of the documents, then the work shall be executed according to sound engineering practice as approved or instructed by the Deputy Manager (Civil).
 29. **On evaluation of the tender, if it is found that the overall quoted amount of the tender is less than estimated value, The tender will be disqualified and the EMD will be forfeiture.**
 30. The Managing Director, Metropolitan Transport Corporation (Chennai) Ltd., reserves the right to reject any tender or all the tenders without assigning any reason thereof.
 31. The courts of Chennai shall have the exclusive jurisdiction in all matters pertaining to this contract.
 32. The tender has been evaluate under the basis of "Tamilnadu Transparency in Tenders Act, 1998 and Tamilnadu Transparency in Tenders Rules, 2000." With the latest Amendments.
 33. It is mandatory that the contractor should pay the Minimum wages to the employees as decided by Minimum wages Act. vide Chennai Collector Proceedings. The contractor should pay the wages through ECS only and the copy bank statement attested by the Chartered Accountant to be submitted to MTC along with the next month invoice.
 34. It is made clear that the bidder can only quote the service charges per sanitary worker and cannot quote the wages to be given to the employee. The wages to be given to the employee is fixed as per the Chennai collector proceedings and Metropolitan Transport Corporation will give additional amount, if the wages are raised by the District Collector, Chennai.

TENDER OFFER

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

To
 The Managing Director,
 Metropolitan Transport Corporation (Chennai) Ltd.,
 Pallavan House,
 Anna Salai,
 Chennai - 600 002.

Sir,

I/ We do hereby tender and, if this tender be accepted, undertake to execute the following work "CLEANING OF TOILETS AND HOUSEKEEPING OF MTC DEPOTS, WORKSHOPS AND BUS TERMINUS" Chennai for a period of one year", as shown described in the specifications with such variations by way of alterations of, additions to, and omissions from the said works and method of payment as provided for in the conditions of contract for the sum of Agreement Value.

I/ We have also completed the process of items in schedule 'A' annexed (in words and figures) for which I/We agree to execute the work and receive payment on measured quantities as per the general and special conditions of contract."

I/We hereby distinctly and expressly declare and acknowledge that before the submission of my/our Tender, I/We have carefully followed the instructions in the tender notice and that I/We have made such examination of the contract document and of the plans, specification and quantities, and of the location where the said work is to be done and such investigation of the work required to be done and in regard to the materials required to be furnished to enable me/us to thoroughly understand the intension of and the requirement, covenants agreements, stipulation and restrictions contained in the contract and in the said plans and specification and condition and agree that I/we will not hereafter make any claim or demand upon the Metropolitan Transport Corporation (Chennai) Ltd., based upon or arising out of any alleged misunderstanding or misconception or mistake on my/our part of the said requirement, covenants, agreement stipulations, restrictions and condition. If a contract for works is placed on a Tenderer with higher rates in preference to the lowest acceptable offer, in consideration of offer of earlier performance of works, the Contractor will be liable to pay the Metropolitan Transport Corporation (Chennai) Ltd., the difference between the contract amount and that of the lowest acceptable offer in case of failure to perform the work specified in the tender and incorporated in the contract.

I/We being reputed Contractor in enclose the latest Income Tax Verification/ have already produce Income Tax Verification certificate (here particulars of the previous occasion on which the certificate was produced should be given). The local address of the Contractor/s for services of all letters and notices will be as follows.
 Address:

I/ We enclose G.S.T. clearance Certificate obtained from Commercial Taxes Department. (Service Tax certificate enclosed).

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

I/ we paid Rs.....
(Rupees.....)On

ly) through online payment as Earnest Money Deposit which will not bear or carry any interest in the form of drawn/endorsed/pledged in favour of Deputy Manager (Civil), Metropolitan Transport Corporation (Chennai) Ltd.,

I am/we are
and hence exempted from payment of EMD.

If my/our Tender is not accepted this EMD sum shall be returned to me/us on my/our application when intimation is sent to me/us of rejection or at the expiry of 3 months from the last date for receipt of this Tender whichever is earlier. If my/our Tender is accepted the Earnest Money Deposit shall be retained, by the Metropolitan Transport Corporation (Chennai) Ltd., as security for the fulfilment of the Contract. If upon written intimation to me/us by the Deputy Manager (Civil)

Office I/we fail to attend the said Office before the end of the period specified on such intimation the tender will not to be considered and if on intimation being given to me/us by the Deputy Manager (Civil) regarding acceptance of my/our Tender I/We fail to make the Additional Security Deposit and furnish the Bank Guarantee and to enter into the required agreement as defined in clauses 10.4 & 10.5 of the Tender Notice, then I/We agree to the forfeiture of the earnest money. If any notice, is served on me/us delivered to me/ us (Registered or Ordinary) or left at my/our address given herein, such notice sent by person/post/fax will be deemed to have been served on me/us.

I/We fully understand that on receipt of communication of acceptance of Tender from the accepting Authority, there emerges a valid contract between me/us and Metropolitan Transport Corporation (Chennai) Ltd., shall be the foundation of the rights of both the parties and the contract shall not be deemed to be completed until the agreement has first been signed by me/us and then by the Deputy Manager (Civil) to enter into contract on behalf of Metropolitan Transport Corporation (Chennai) Ltd.,.

In consideration of the payment of value of work as may be arrived at under relevant clauses of General Conditions of contract and Special Conditions of contract relating to payment of lump sum basis or by final measurement at unit prices, I/We agree, subject to said condition to execute and complete the works shown upon the drawings and described in the general conditions and special conditions.

I / We agree that the time should be considered as the essence of this contract and to commence the works as soon as the contract is accepted by the competent authority and the site (or premises) is handed over to me/us and to carry out the work for the stipulated period of one year from the date of handing over of the site.

I/We agree that upon the terms and condition of this contract being fulfilled and performed to the satisfaction of the Deputy Manager (Civil), the Security Deposited by me/us as herein before cited or such portion thereof as I/We may be entitled to under the said condition be paid back to me /us provided for in clauses 10.6 and 11 of tender notice and the performance Bank Guarantee returned as provided for in clauses 10.4 of Tender Notice.

The Courts of Chennai shall have the exclusive jurisdiction in all matters pertaining to this contract.

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

ANNEXURE - I

UNDERTAKING

I / We hereby agree to produce performance Bank Guarantee for a value of 5% of the value of the contract for the agreement time, in the form of a Bank Guarantee from a Nationalized Bank at the time of awarding of the contract, in case if my /our tender is considered for award on intimation as per clause 10.4 of Tender document.

SIGNATURE OF CONTRACTOR.

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

ANNEXURE - II

**THE PROFORMA FOR THE PERFORMANCE GUARANTEE FOR THE
FULFILLMENT OF THE TERMS OF THE CONTRACT.**

**MODEL FORM OF BANK GUARANTEE BOND
TO BE GIVEN BY A NATIONALISED BANK**

To
The Managing Director,
Metropolitan Transport Corporation (Chennai) Ltd.,
Pallavan House, Anna Salai,
Chennai - 600 002.

Dear Sir,

In consideration of the Managing Director, Metropolitan Transport Corporation (Chennai) Limited, (hereinafter called 'MTC') having agreed to exempt (hereinafter called 'the said Contractor(s)') from the demand, under the terms and conditions of an Agreement dated.....made between.....

.....for..... (hereinafter called 'the said Agreement') of security deposit for the due fulfilment by the said contractor(s) of the terms and conditions contained in the said Agreement, on production of a bank Guarantee for Rs..... (Rupees.....Only.

We (hereinafter referred (indicate the name of the bank) to as 'the Bank') at the request of (Contractor(s)) do hereby undertake to pay to MTC an amount not exceeding Rs..... against any loss or damage caused to or suffered or would be caused to or suffered by MTC by reason of any breach by the said contractor(s) of any of the terms or conditions contained in the said Agreement.

We (indicate the name of the bank) do hereby undertake to pay the amounts due and payable under this guarantee without any demur merely on a demand from MTC stating that the amount claimed is due by way of loss or damage caused to or would be caused to or suffered by the MTC by reason of breach by the said contractor(s) of any of the terms or conditions contained in the said Agreement or by reason of the contractor(s) failure to perform the said Agreement. Any such demand made on the bank shall be conclusive as regards the amount due and payable by the Bank under this guarantee. However, our liability under this guarantee shall be restricted to an amount not exceeding Rs.....

We undertake to pay to MTC any money so demanded notwithstanding any dispute or disputes raised by the contractor(s) /supplier(s) in any suit or proceeding pending before any court or Tribunal relating thereto our liability under this present being absolute and unequivocal.

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

The payment so made by us under this bond shall be a valid discharge of our liability for payment thereunder and the contractor(s) /supplier(s) shall have no claim against us for making such payment.

We,.....
(indicate the name of bank) further agree that the guarantee herein contained shall remain in full force and effect during the period that would be taken for the performance of the said Agreement and that it shall continue to be enforceable till all the dues of MTC under or by virtue of the said Agreement have been fully paid and its claims satisfied or discharged or till office / Department/ Ministry of certifies that the terms and conditions of the said Agreement have been fully and properly carried out by the said contractor(s) and accordingly discharges this guarantee. Unless a demand or claim under this guarantee is made on us in writing on or before the we shall be discharged from all liability under this guarantee thereafter.

We (indicate the name of bank) further agree with MTC that MTC shall have the fullest liberty without our consent and without affecting in any manner our obligations hereunder to vary any of the terms and conditions of the said Agreement or to extend time of performance by the said contractor(s) from time to time or to postpone for any time or from time to time any of the powers exercisable by MTC against the said contractor(s) and to forbear or enforce any of the terms and conditions relating to the said Agreement and we shall not be relieved from our liability by reason of any such variation, or extension being granted to the said contractor(s) or for any forbearance, act or omission on the part of MTC or any indulgence by MTC to the said contractor(s) or by any such matter or thing whatsoever which under the law relating to sureties would, but for this provision, have effect of so relieving us.

This guarantee will not be discharged due to the change in the constitution of the Bank or the contractor(s) /supplier(s).

We (indicate the name of bank) lastly undertake not to revoke this guarantee during its currency except with the previous consent of MTC in writing.

Dated the day of for (indicate the name of the Bank).

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

ANNEXURE - III

UNDERTAKING

(In lieu of EMD)

(To be given by the Bidder, who is exempted from remittance of EMD, subject to production of the evidence particularly in Housekeeping work for claiming exemption)

(To be given on non – judicial stamp paper value not less than Rs.50/-)

I / We.....(Bidder's Name and Address) here by agree to pay an amount equal to the value of EMD in the event of breach of the terms and conditions of this bid document and the contract to be signed in case of selection as a successful bidder, during the period of contract.

Witness
(Name & Address)

Signature of the bidder with seal

1.

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

AGREEMENT

Articles of agreement made this daybetween Metropolitan Transport Corporation (Chennai) Ltd., Chennai 600 002 represented by the (hereinafter called the Metropolitan Transport Corporation (Chennai) Ltd., which expression shall mean and include unless the repugnant to the context or meaning thereof its successors, administrators and assignees) of the one part and (herein after called the 'Contractor' which expression shall mean and include unless repugnant to the context or meaning there of its successors, administrators, executors and assignees) of the other part having their office at

WHEREAS the Contractor have agreed to execute the work of Cleaning of Toilets and Sweeping of MTC Depots, Workshops and Bus Terminus of Metropolitan Transport Corporation (Chennai) Ltd., Pallavan House, Anna Salai, Chennai - 2 for a period from to for a sum of Rs..... (Rupees..... only) and whereas the Contractor have further agreed to abide by the terms and conditions set forth in the articles in the Agreement, schedules attached herewith.

AND WHEREAS the Contractor has furnished a Demand Draft for a sum of Rs..... vide D.D.No.....dated as the Earnest Money Deposit, as security for the due fulfilment of the Contract to the satisfaction of Metropolitan Transport Corporation (Chennai) Limited.

The further Security Deposit [Rs. aggregating 2% of the value of the contract including EMD [Rs..... Besides this 5% of the amount of each running bill will be withheld according to the clause.64, of general conditions of contract (Vol.II of TNBP). These deposits shall be retained as Security for the due fulfilment of this contract.

All, EMD, Security Deposit and the further Security Deposits, specially retained on behalf of the Metropolitan Transport Corporation (Chennai) Limited, shall not carry any interest for this contract. Such portions of the deposit which shall not

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have become forfeited by Metropolitan Transport Corporation (Chennai) Limited, shall be returned to the contractor at the expiry of 3 months after the completion of the work.

Out of 5% withheld from the running bill 2^{1/2} % will be released along with the final bill if the work is successfully completed and the balance 2^{1/2} % will be retained for a period of 3 months reckoned from the date of completing the work.

AND WHEREAS the contractor has deposited with Metropolitan Transport Corporation (Chennai) Limited, a bank guarantee (5% in the value of contract) valid up to the period of three months beyond the agreement period for a sum of Rs..... as Security Deposit (..... drawn fromBank Ltd.,) and Rs..... as Additional Security Deposit drawn from Bank Ltd.,) (As per condition 29 of tender) for the due performance of this contract as per the terms of the contract to the full satisfaction of Metropolitan Transport Corporation (Chennai) Limited .

AND WHEREAS the Contractor has agreed to execute the works as set forth in schedule A and subject to the special condition and specifications at Schedule B read with its General condition of the Contract, Standard Specifications and Addenda of Tamil Nadu Building Practice and the standard specification of National Building Organisation, CPWD, Bureau of Indian Standard of Tamil Nadu as applicable (hereinafter referred to as the "said conditions" with probable quantities of various item as listed on Schedule A and comply with the rate of progress at the end of this articles of Agreement for a sum of Rs..... per month plus GST @ 18% (CGST @ 9% + SGST @ 9%) or such other sum as may be arrived at the relevant claim of the special conditions of Contract relating to payment on lump sum basis or one man per day (Unit price/special condition).

Now it is hereby agreed as follows:

1. In consideration of the payment of the said sum of Rs..... per month plus GST @ 18% (CGST @ 9% + SGST @ 9%) or such other sum as

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may be arrived at under the clauses of Special Condition of contract relating to payment on lumpsum basis or one man per day (Unit price/special condition) the Contractor

will, upon and subject to the said conditions, execute the complete the works as described in the said specification and to the extent of the probable quantities shown in Schedule A with such variations by way or alterations of, additions to, or deductions from the said works and method of payment thereof as are provided for in the said conditions.

2. The amount fixed under the terms of the contract is final and shall not be subject to variation under any circumstances.
3. The written Agreement to be entered into between the Contractor and Metropolitan Transport Corporation (Chennai) Limited shall be the foundation of all rights of both the parties and the contract shall not be deemed to be complete until the agreement has first been signed by the Contractor and then by the proper officer authorised (General Manager (Technical & Corporate) to enter into contract on behalf of Metropolitan Transport Corporation (Chennai) Limited.
4. No part of the contract shall be sublet or delegated to any other person or persons or any other organization, and the tenderer shall make their own arrangements for all the tools and plants and workers required for the execution of the work.
5. Though the contract is initially for one year, the performance of the tenderer will be reviewed once in six months and based on this the contractor will be allowed to continue. If the performance is found to be satisfactory then the contract may be extended for one more year (12 months) with an increase of based upon revised Minimum wages Act. vide Chennai Collector Proceedings for Daily wages. If the performance found unsatisfactory, the Contract will be terminated with 30 days advance notice, in which case the deposits paid will be forfeited by the Metropolitan Transport Corporation (Chennai) Limited.

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6. The Metropolitan Transport Corporation (Chennai) Limited besides review the performance of the work once in 6 months, reserves its right to terminate the contract either in part or in whole, in case of poor performance, misrepresentation of facts, non-compliance of the terms and conditions, rules and regulations, safety codes etc., by giving 30 days advance notice, in which case the deposits paid will be forfeited by Metropolitan Transport Corporation (Chennai) Limited.
7. The contract shall comply with the provisions of the Apprentices Act, 1961 and the rules and orders issued there under from time to time.
8. Any specifications for items which are not available in any of the documents, then the work shall be executed according to sound engineering practice as approved or instructed by the in-charge.
9. According to Tamil Nadu Manual Workers (Regulation of Employment and conditions of workers) Act 1982 and Tamil Nadu Manual Workers (Construction Workers) Welfare Scheme 1994, access towards the subscription of Labour Welfare Scheme at 0.3% of the value of work done will be recovered from the contractor's bill for remittance to the Commissioner of Labour.
10. Metropolitan Transport Corporation (Chennai) Limited shall not be responsible for any transactions in any manner between contractor and any third party and liable for consequential damages or compensation not binding to any conditions what so ever.
11. **Liquidated Damages** :
 - 11.1 The contractor if not supply the required materials in all areas, above the items are purchased by M.T.C and penalty will be deducted double the cost from the contractor's Monthly Bill / Available deposit .
 - 11.2 The contractor if not providing the required manpower in all areas, required manpower externally engaged by M.T.C and penalty will be deducted double the agreement rate from the contractor's Monthly Bill / Available deposit .

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- 11.3 If the contractor violated the above condition (11.1 & 11.2) , three times and above penalty will be charged 10% of the Agreement value.
- 11.4 If the contractor is unable to provide the required number of manpower ie., 186 Sweepers/Scavengers and 6 Supervisors or abandoned from work, during the contract period, Metropolitan Transport Corporation (Chennai) Ltd., can engage external agencies to execute the work without any disturbances and the cost incurred in engaging the external agencies to execute the work for the remaining contract period shall be deducted from the contractors monthly bill (or) deposits available with Metropolitan Transport Corporation (Chennai) Ltd.,
12. The Contractor shall be solely responsible to indemnify for any claim of their persons under the provisions of various Act enacted by the State, and the Government of India, such as payment of Wages Act, Workmen's compensation Act, Minimum wages Act, Hours of Employment Regulation Act, Employment of Children Act., and no point of time should the Metropolitan Transport Corporation (Chennai) Limited be drawn into litigation on these counts.
13. The Courts in Chennai shall have the exclusive jurisdiction in all matters pertaining to this contract.
14. That there was no master and servant relationship in between the Metropolitan Transport Corporation (Chennai) Limited and the employee of M/s.....
15. If any dispute arise in between the parties, the matter to be settled by the Arbitrator who may be appointed by Metropolitan Transport Corporation (Chennai) Limited.
- 16.a. If any disciplinary incident happened, M/s..... will take action against the said person/employee. The staff or employees of M/s..... does not have any lien or any relationship what so ever with the Metropolitan Transport Corporation (Chennai) Limited.

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16.b. None of the Industrial Dispute Act and Certified Standing Orders is not applicable to the employees of M/s.....

17. In this agreement, the Tender documents, Security Deposit, Letter of Award of Contract shall be deemed to be form, to be read and construed as part of this agreement, to be formed as "Contract agreement".

The General Condition and Special condition annexed along with this contract forms part and continuation of this contract.

In witness where of the Contractor has hereunto set his hand and the General Manager (Technical & Corporate), Metropolitan Transport Corporation (Chennai) Limited on behalf of and by the order and direction of Metropolitan Transport Corporation (Chennai) Limited has hereunto set his hand the day and year first above written and signed this agreement in the presence of witnesses.

Signed by Contractor
Address

Signed by on behalf of Authority
Designation

In the presence of witness

1.

1.

2.

2.

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

GENERAL TERMS AND CONDITIONS

1. The common systems in the Depot / Terminal mean the entire developed area like M.shed, Administrative Block, Main Terminal, Bus fingers with its finishes and partitions, pedestrian walkways, City Terminal, Landscape, Roads with pavement storm water drain network, water supply and sewerage system with sump and pump room, water treatment plants with bore wells, fire fighting system and fire extinguishers with sump and pump room, toilets with fittings, all electrical installations including substation, transformer generator, motors and pumps, light fittings, fans, high mast/street lighting, advertisement materials, information / bus route boards etc.,
2. The Contractor should have their contact office at Chennai with telephone and attendant, and should engage the required personnel as specified into the schedule of work to ensure excellent quality of service on all days including holidays / sundays and shall keep the attendance register which is liable for checking by the Metropolitan Transport Corporation (Chennai) Ltd.,
3. The Contractor would also ensure that due care is taken in employing proper persons to ensure smooth execution of the jobs covered in this contract and shall provide all his employees with uniform, identification badges with photos at his own cost, as approved by Metropolitan Transport Corporation (Chennai) Ltd.,
4. The Contractor shall remove from work his workers who are found to be negligent in their duties or whose presence in the premises is otherwise objectionable.
5. The Contractor would ensure responsibility to obtain necessary licences and ensure compliance of all the statutory regulations such as ESI, PF., etc., that are in force and that may become applicable in future from time to time in all matters concerning this contract.
6. The Contractor would take necessary insurance cover for accidents and towards any other dues that would become payable by him under "Workmen Compensation Act" or any other statute that would be applicable. The Metropolitan Transport Corporation (Chennai) Ltd., ill not become liable under this account.
7. The Contractor would indemnify Metropolitan Transport Corporation (Chennai) Ltd., against all liabilities and any amount that may become payable due to lapse or non-compliance of any statutory obligations by him.
8. The Contractor would be responsible for all breakages or loss of any property attached to the Terminal as well as that of the co-agencies working in the terminal (movable, immovable in this Terminal) attributable to the Contractor's negligence and the cost of such damages/ replacement would be borne by the Contractor.

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9. The Contractor shall report immediately, any incident/evidence, which may indicate or is likely to lead to the collapse of the maintenance system and to immediately take emergency corrective steps to avoid any major fault for damages to the system.
10. The Metropolitan Transport Corporation (Chennai) Ltd., will not be responsible for any personal injury or loss to the representatives / labourers of the Contractor or loss of materials owned by Contractor while he is on the job at the Terminal.
11. The Contractor should observe all the disciplinary and safety codes as applicable in general and as specified in particular in the Terminal. He should also work in co-ordination with other maintenance agencies for the overall benefit of the Terminal.
12. The Contractor should carryout any other instruction as given from time to time by the Branch Manager or Deputy Manger (Civil) of Metropolitan Transport Corporation (Chennai) Ltd.,.
13. The Branch Manager or Deputy Manager (Civil) can give a call to the Contractor whenever any unexpected problem developed in the system which will be called as "Emergency Call" and such problem should be attended immediately on emergency basis.
14. If the Inspection Officer finds any lapse in the maintenance work or in the use of materials or labour he may impose suitable monetary penalties upto 10% of the agreement value which will be recovered in the monthly payments due to the Contractor.
15. In the event of the work being transferred to any other Officer Metropolitan Transport Corporation the Officer concerned having jurisdiction over the work shall be competent to exercise all the powers and privileges reserved in favour of the Metropolitan Transport Corporation (Chennai) Ltd.,
16. Five percentage of the value of contract be deposited in favour of the Deputy Manager (Civil) beyond the agreement time as performance Bank Guarantee (vide 10.4 of tender notice). Any loss / damage to any movable immovable property in the terminal that could not be recovered will be adjusted from this cash deposit if such loss/ damage is due to the negligence on the part of the Contractor. This deposit amount will not bear any interest and the amount remaining after the adjustment for any loss/ damage will be refunded on successful completion of the contract period and after proper handing over of the charges to the new incumbent. In case if the loss is more than the deposit value the same will be recovered from the other payments due to the Contractor, or under Tamilnadu Revenue Recovery Act (Tamilnadu Act-II 1864) as amended from time to time.

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17. The Contractor should submit his payment invoice in duplicate every month enclosing the inspection report if any issued by the Inspecting Officers.
18. Payment will be made after days from date of submission of monthly basis taking into consideration of the following
 - a) Subject to the attendance of required number of workers on all days
 - b) Subject to the certification of the bill after adjusting the penalty / recovery if any.
 - c) Subject to the condition that all the clauses specified in the agreement are complied with.
 - d) Subject to the maintenance of records if any stipulated by the Deputy Manager (Civil).
19. Subject to production of remittance details of GST, ESI and PF along with the monthly claim.
20. The sweepers and scavengers engaged by the contractor should be physically fit with age below 50 years with age proof and able bodied to do the work efficiently.
21. The supervisors engaged by the contractor for this work will not be utilized for the other work.
22. The supervisors should maintain the log book having details of visit of depot and get sign from Superintendent / Time keeper at the time of visit to Depot / Terminus. The photocopy of log book to be submitted along with the invoice.
23. It is mandatory that the contractor should pay the Minimum wages to the employees as decided by the Minimum wages Act. vide Chennai Collector Proceedings. The contractor should pay the wages through ECS only and the copy of bank statement attested by the Chartered Accountant to be submitted to MTC along with the next month invoice.
24. The Contractor, at his own risk and responsibility only can involve his labour for the execution of the work and MTC will not take any responsibility for the injury / loss of property to the labours of contractor.

MANAGING DIRECTOR

DATE :

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HOUSE KEEPING
SPECIAL CONDITIONS:

1. The Contractor shall shift any office materials, rearranging furniture for conference meetings, functions etc., in the terminal as and when instructed without affecting the normal maintenance work and at no extra cost.
2. The collected garbage to be transfer with the help of tractor or other means to the nearby transfer station.
3. The Contractor has to provide Uniform and Badges with photos to all the 186 workers and 6 supervisors at his own cost.
4. Periodically cleaning the chamber once in a week.
5. Provide the minimum 50% male workers in each location and ensure by supervisors.

DAILY SCOPE OF WORK:

1. Supervisors must be visit twice a week and signed in the attendance register in his allotted Depots and ensure the permitted labours are in all Depots / Terminus.
2. To keep the Depot and Terminal clean and tidy by sweeping / mobbing using detergents / disinfectants of all the common areas round the clock.
3. Sanitary workers are cleaning the Toilets atleast 3 times a day in the Depots / Terminus / Workshops / Head office
4. Cleaning of all dustbins and waste paper baskets etc., in the MTH / Bus Fingers and other common areas as well as open terrace, round the clock and transport the garbage out of the Terminal by means of wheel barrow and tractor.
5. Cleaning of the cob-webs, in the entire common area of the Terminals, washing and scrubbing of the MTH / Bus Fingers floor areas with detergents, dirt removing chemicals of wall cladding using suitable cleaning materials.
6. Wiping and polishing all the main door glasses, partition glasses, windows, door handles, name plates, stainless steel / brass letters, staircase handrails etc.,

SEGREGATING THE VARIOUS TYPES OF SCRAPS MATERIALS

1. Male workers only engaging the work of segregating the various types of scraps materials and transporting one place to another place as per authorized officials direction.
2. Cleaning the Disposal Yard surface and Workshops in neatly.
3. Scraps materials are handling with necessary safety arrangements.

MANAGING DIRECTOR

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Name of Work: CLEANING OF TOILETS AND HOUSE KEEPING OF MTC DEPOTS, WORKSHOPS AND BUS TERMINUS

DETAILED ESTIMATE

S.No.	TERMINUS SANITARY WORKER SCOPE OF WORK	Total persons per day
1	Cleaning sweeping of all common area including Time Keeper room and Crew Rest Room at Bus Terminals for one year in the following designated work places each day collecting all the waste thrown out materials, with help of FRP dust bins and wheel barrows and transferring the collected waste garbage to designated transfer stations, at the below mentioned places.	(General Shift)
	1. Besant Nagar Bus Terminus	1
	2. Gandhi Nagar Bus Terminus	1
	3. Thiruvanmiyur Bus Terminus	3
	4. Adambakkam Bus Terminus	1
	5. Kannagi Nagar Bus Terminus	1
	6. Mandaveli Bus Terminus	1
	7. Foreshore Estate Bus Terminus	1
	8. T.Nagar Bus Terminus	3
	9. K.K.Nagar Bus Terminus	1
	10. Iyyapanthangal Bus Terminus	1
	11. Vadapalani Bus Terminus	2
	12. Avadi Bus Terminus	2
	13. Ambattur Bus Terminus	1
	14. Thiruverkadu Bus Terminus	1
	15. Anna Nagar Bus Terminus	1
	16. J.J.Nagar(West) Bus Terminus	1
	17. J.J.Nagar (East) Bus Terminus	1
	18. M.M.D.A. Bus Terminus	1
	19. Ayanavaram Bus Terminus	1
	20. Perambur Bus Terminus	1
	21. Thiru vi Ka Nagar Bus Terminus	1
	22. Villivakkam Bus Terminus	1
	23. Periyar Nagar Bus Terminus	1
	24. Kannathasan Nagar Bus Terminus	1
	25. Vallalar Nagar Bus Terminus	2
	26. Tollgate Bus Terminus	1
	27. Thiruvottiyur Bus Terminus	1
	28. Ennore Bus Terminus	1
	29. M.K.B.Nagar Bus Terminus	1
	30. Perumbakkam Bus Terminus	1
		37

		Total
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S.No	TOILETS SANITARY WORKERS SCOPE OF WORK	persons per day
2	Maintenance and Up-keeping of Common Toilets in the Depot and Terminus in good condition by employing the following category of Sanitary workers and Supervisors for cleaning of urinals, Wash basins and IWC, using detergents / disinfectant's round the clock.	(General Shift)
	1. Tambaram Depot.	1
	2. Chrompet Depot, Work shop & Training Centre	3
	3. Alandur Depot	1
	4. Adambakkam Depot & Bus Terminus	1
	5. Guindy Bus Stand Terminus.	1
	6. Saidapet Depot	1
	7. Head Quarters.	2
	8. Adyar Depot	1
	9. Besant Nagar Depot & Bus Terminus.	1
	10. Thiruvanmiyur Depot & Bus Terminus	2
	11. Mandaveli Depot & Terminus.	1
	12. P.R.D. work shop.	1
	13. T.Nagar Depot & Bus Terminus	2
	14. K.K.Nagar Depot & Terminus.	1
	15. Vadapalani depot	2
	16. Iyyapanthangal Depot & Bus Stand	1
	17. Anna Nagar Depot & Bus Stand	1
	18. J.J. Nagar East & West Bus Stand	1
	19. Thiruverkadu Bus Stand Terminus	1
	20. Ambattur Depot & Bus Stand.	2
	21. Central Depot	1
	22. Avadi Depot and Bus Stand	2
	23. Ayanavaram Depot and Bus Terminus.	1
	24. Perambur depot	1
	25. Perambur Bus Stand	1
	26. Thiru vi ka Nagar & Periyar Nagar Terminus	1
	27. Vyasarpadi Depot	1
	28. Kannathasan & MKB Nagar Depot Terminus	1
	29. Madhavaram Depot	1
	30. Basin Bridge Depot	1
	31. Tondiarpet I Depot & Tollgate Bus Stand.	2
	32. Tondiarpet II Depot & RWS	2
	33. Thiruvottiyur Depot & Bus stand.	1
	34. Ennore Depot & Bus Terminus	1
	35. Poonamallee Depot	1
	36. Kundrathur Depot	1
	37. Chemmenchery Bus Terminus	1
	38. Padiyanallur Depot	1
	39. Kannagi Nagar Depot & Bus Terminus	1

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	40. Kilambakkam (upcoming new depot)	1
		50
3	SUPERVISORS and PLACES OF WORK	(General Shift)
	1. Mandaveli Depot cum Bus Terminus, Thiruvanmiyur Depot cum Bus Terminus, Adyar Depot, Besant Nagar Bus Terminus, Perumbakkam Depot cum Bus Terminus, Kannagi Nagar Depot cum Bus Terminus, Chemmencherri Bus Terminus, Gandhi Nagar Bus Terminus, Foreshore Estate Bus Terminus, PRD.	1
	2. Saidapet Depot, T.Nagar Depot cum Bus Terminus , Alandur Depot, K.K.Nagar Depot cum Bus Terminus, Adambakkam Depot cum Terminus and Guindy Bus Terminus.	1
	3. Tambaram Depot, Chrompet Depot I , Chrompet Depot II, Chrompet Workshop, Training Center, Bus Body Building Unit, Kundrathur, Iyyappanthangal, Vadapalani Depot cum Bus Terminus, Poonamallee Depot, Kilambakkam Depot, Chrompet Disposal.	1
	4. Central Depot, Ayanavaram Depot cum Bus Terminus, Perambur Depot, Perambur Bus Terminus, Anna Nagar Depot, Ambattur Depot, Avadi Depot cum Bus Terminus, Thiruverkadu Bus Terminus, Villivakkam Bus Terminus, .Periyar Nagar Bus Terminus, Thiru-Vi-Ka Nagar Bus Terminus, MMDA Bus Terminus, J.J.Nagar East & West Bus Terminus.	1
	5. Tondiarpet Depot I , Tondairpet Depot II, Thiruvottiyur Depot cum Bus Terminus, Ennore Depot cum Bus Terminus, RWS, Tolgate Bus Terminus, Vallalar Nagar Bus Terminus.	1
	6. Madhavaram Depot , Vyasarpadi Depot, Basin Bridge Depot, MKB Nagar Bus Terminus, Padiyanallur Depot cum Bus Terminus, Kannadhasan Nagar Bus Terminus.	1
	(6 Supervisors)	6

S.No	DEPOT SANITARY WORKER SCOPE OF WORK	Total persons
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.		per day
4	Cleaning and sweeping of yard, inspection pit, Scrapping of M Shed yard surface, Crew rest room, time keeper office and Administrative Office etc., all working places at Bus Depot for 1 year in the following designated depot each day collected all the wastes thrown out materials with the help of dust bins and wheel barrows and dumped in specific place at the below mentioned places.	(General Shift)
	1. Ayanavaram Depot	4
	2. Central Depot & Staff car (2+1)	4
	3. Ambattur Depot	4
	4. Avadi Depot	2
	5. Anna Nagar West Depot	2
	6. Tondiarpet I	3
	7. Tondiarpet II & Tyre Section (3+1)	4
	8. Thiruvottiyur Depot	3
	9. Ennore Depot	2
	10. Padiyanallur Depot	2
	11. Madhavaram Depot	2
	12. Vyasarpadi Depot	5
	13. Basin Bridge Depot	2
	14. Adyar Depot	4
	15. Thiruvanmiyur Depot	2
	16. Mandaveli Depot	2
	17. Kannagi Nagar Depot	1
	18. Perumbakkam Depot	3
	19. Adambakkam Depot	1
	20. Saidapet Depot	2
	21. K.K. Nagar Depot	6
	22. T. Nagar Depot	1
	23. Alandur Depot	2
	24. Iyappanthangal Depot.	3
	25. Vadapalani Depot	3
	26. Poonamallee Depot	2
	27. Chrompet Depot I	3

S.No	DEPOT SWEEPERS SCOPE OF WORK	Total persons per day
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		(General Shift)
	28.Chrompet Depot II	2
	29.Chrompet BB Unit Store & Central Store	1
	30.Chrompet Tyre Section	1
	31.Chrompet Half FC Unit	1
	32.Chrompet Training Centre	1
	33.Kundrathur Depot	1
	34.Head Quarters	2
	35.PRD	4
	36.RWS	4
	37.Perambur Depot	1
	38.Tambaram Depot	3
	39.Head Quarters – Dispensary	1
	40.Kilambakkam (upcoming new depot)	3
		99
5	Cleaning, Collecting & Segregating the various types of scraps Materials from all the Body Buildings Hangers at MTC(W) Chrompet and Transport the same to Disposal Yard. (KHALASI)	4
6	Cleaning, the Scrap Yard, office Room and Segregating the various types of scraps Materials at Disposal section, Chrompet. (KHALASI)	2

REMARKS: Bold letters denotes Reporting Place for Supervisors.

Split details for the salary As per Chennai Collector Proceedings

Details	Sanitary worker	Khalasi	Supervisor
Rate per day	522.00	425.00	629.00
Rate per month (30 Days)	15660.00	12750.00	18870.00
EPF 13%	2035.80	1657.50	2453.10
ESI 3.25%	508.95	414.375	613.275
LWF 0.30%	46.98	38.25	56.61
Total	18251.73	14860.13	21992.99
GST 18%	3285.31	2674.82	3958.74
Grand total	21537.04	17534.95	25951.72
Rounded to	21537/-	17535/-	25952/-

METROPOLITAN TRANSPORT CORPORATION (CHENNAI) LIMITED
PALLAVAN HOUSE, ANNA SALAI, CHENNAI - 600 002

DATE :

SIGNATURE OF THE TENDERER WITH SEAL

ESTIMATE

Tender No.7121/Civil/MTC/2021 for the work of **Cleaning of Toilets and Sweeping of MTC Depots, Workshops and Bus Terminus.**

S.No.	Description	Unit	Total Man power (a)	Rate per Month* (b)	Total Amount per Month c=(axb)
1	TERMINUS SANITARY WORKER : Cleaning sweeping of all common area including Time Keeper room and Crew Rest Room at Bus Terminals for one year in the following designated work places each day collecting all the waste thrown out materials, with help of dust bins and wheel barrows and transferring the collected waste garbage to designated transfer stations of 30 Bus Terminus of MTC. (37 Terminus sanitary workers per day)	1Man power (One Man power)	37 Man power	18251.73	6,75,314.01
2	Maintenance and Up-keeping of Common Toilets in the Depot and Terminus in good condition by employing the following category of Sanitary workers for cleaning of urinals, Wash basins and IWC, using detergents / disinfectant's round the clock Cleaning of toilets (50 Sanitary workers per Day)	1Man power (One Man power)	50 Man power	18251.73	9,12,586.50
3	Maintenance and Up-keeping of Common Toilets in the Depot and Terminus in good condition by employing the following category of personnel Sanitary workers, sweepers for cleaning of urinals, Wash basins and IWC, using detergents / disinfectant's round the clock Cleaning of toilets Supervisors (6 Supervisors per day)	1Man power (One Man power)	6 Man power	21992.99	1,31,957.94

S.No	Description	Total	Rate	Total Amount
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.		Unit	Man power (a)	per Month* (b)	per Month c=(axb)
4	DEPOT SANITARY WORKER : Cleaning and sweeping of yard, inspection pit, scrapping of M shed yard surface, crew rest room, time keeper office and administrative office etc., all working places of all Bus Depots, Workshops for 1 year in the following designated depot each day collected all the wastes thrown out materials with the help of dust bins and wheel barrows and dumped in specific place at Depots). (99 SANITARY WORKER per day)	1 Man power (One Man power)	99 Man power	18251.73	18,06,921.27
5	Cleaning ,Collecting & Segregating the various types of scraps Materials from all the Body Buildings Hangers at MTC(W) Chrompet and Transport the same to Disposal Yard. (4 KHALASI)	1 Man power (One Man power)	4 Man power	14860.13	59,440.52
6	Cleaning ,the Scrap Yard, office Room and Segregating the various types of scraps Materials at Disposal section, Chrompet. (2 KHALASI)	1 Man power (One Man power)	2 Man power	14860.13	29,720.26
				Sub Total	36,15,940.50
				SGST 9%	3,25,434.65
				CGST 9%	3,25,434.65
				Total Amount / month	42,66,809.80
				Rounded to	42,66,810.00
				Total Amount/ Year Rs. 4266810.00*12 month	5,12,01,720.00

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MODEL BOQ

Bidder Name :						
PRICE SCHEDULE						
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)						
NUMBER #	TEXT #	NUMBER #	TEXT #	NUMBER	NUMBER #	TEXT #
Sl. No.	Item Description	Quantity	Units	Estimated Rate	TOTAL AMOUNT	TOTAL AMOUNT In Words
1	2	4	5	6	53	55
1	Work Value per month	1.00	1NO	3615940.50	3615940.50	Rate to be filled in BOQ only
2	GST 18%	1.00	1NO	650869.29	650869.29	
Total in Figures	4266809.79				4266809.79	
Quoted Rate (Service Charge per month) in Figures			Select	Rate to be filled in BOQ only	0.0000	INR Zero Only
Quoted Rate in Words		INR Zero Only Rate to be filled in BOQ only				

Note : 1. *The above quoted price should be based upon Minimum wages Act. vide Chennai Collector Proceedings for daily wages inclusive of ESI & PF of labours., required for cleaning of toilets and Sweeping of MTC Depots, Workshops and Bus Terminus (Please refer the House keeping special conditions).

Commercial Bid not to be filled above. The Rate to be filled in BOQ only.

DATE :

SIGNATURE OF THE TENDERER WITH SEAL