



Tamil Nadu Working Women's Hostels Corporation Ltd.

CIN: U85300TN2020SGC134271

From:
The Chairman
Tamil Nadu Working Women Hostels
Corporation
19, T.P Scheme Road
R.A.Puram, Chennai- 28

To:
The Chairman and Managing Director
Tamil Nadu Police Housing Corporation
Poonamalle High Road, Chennai-8

Ref No:129/TNWWHCL/retrofitting/2022-23

Date: 01.07.2022

Dear Sir,

Sub: TNWWHCL- Retrofitting of 8 existing working women hostels –final tender rated received from PHC- request to commence work from 5th July 2022 -reg

Ref: 1. TNWWHCL Lr. 54/TNWWHCL/WWH/2021-22 dt. 02.08.2021
2. TNPHC Email -Tender details intimation, dt :27.06.2022

In the reference 1st cited above, Tamil Nadu Police Housing Corporation was requested to undertake the retrofitting work in 8 existing Working Women Hostels as Deposit Work. Accordingly, TNPHC has provided the total contract cost of Rs. 3,69,55,420.75 for all 8 sites vide 2nd cited based on the tender process conducted. As this is within the budget of Rs. 4.21 crores as approved by the Board of TNWWHCL, TNPHC is requested to proceed with appointment of Contractors and begin the retrofitting works as below:

- **Taking-over hostels** – Please find enclosed (Annexure A) the list of District Social Welfare Officers (DSWO) from whom the properties are to be taken over formally. The properties would be available from 5th July 2022 onwards. While taking-over a comprehensive inventory list for each hostel to be prepared and signed-off by TNPHC and DSWO.
- **Retrofitting Materials, Furniture, Appliances and Equipment Selections** – Please follow the same materials selected and approved by TNWWHCL for the Working Women Hostel at Guduvancherry project. Wherever such pre-approved selection is not available, kindly submit material samples and specifications for TNWWHCL's review and approval prior to procurement of the materials. This is to ensure uniformity and brand image across all hostels by using the same colours, finishes, furniture, etc.

- **Time for Completion**

The period of completion shall be 3 calendar months from the date of taking over of each property, which is inclusive of any monsoon period.

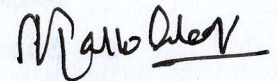
- **General Scope for Retrofitting**

- i. The hostels' conceptual layout sketches only have been provided by TNWWHCL; however, this design intent needs to be engineered and implemented in line with TNWWHCL's requirements, existing site conditions and regulatory requirements.
- ii. **Review Existing Facilities** - visit/inspect site and review basic building services and systems. Verify accuracy of base building plans provided by TNWWHCL through site verification/measurement. Review existing items to be considered for re-use. Recommend use of existing or new items as appropriate.
- iii. **Submittals** for approval of TNWWHCL:
 - Working drawings / Shop drawings (wherever appropriate)
 - Method Statements (wherever appropriate)
 - Material Submittals & Material Samples
 - On-site Mock-ups and benchmarks
- iv. **Approvals** - identify and secure all necessary approvals from Authorities (if applicable)
- v. **Coordination** - conduct regular coordination meetings (on a weekly basis) and visits to the Project site (as required). Minutes of meetings to be prepared and circulated within 2 working days from the meeting dates.
- vi. **Reporting** – provide weekly report to TNWWHCL on the work progress and quality of work performed.
- vii. **Contractor Facilities:** The following are available on-site for Contractor's use, any other facilities or services shall be arranged by Contractor on his own as deemed necessary without any additional cost to TNWWHCL:
 - Water – On-site connection / bore well - can be used if available at site and can be used for project purpose only
 - Electricity – On-site connection – can be used if available at site cost to be paid by Contractor and can be used for project purpose only
 - Storeroom – Not provided. But materials may be stored without any damage to the building or its finishes.
 - Contractor is not allowed to store any materials or equipment which are flammable, dangerous or hazardous at hostel property.

- Site Office – One hostel room may be used as site office by TNPHC or Contractor. TNPHC shall ensure the room is returned in clean and good condition without any damages
- Worker Accommodation – Not provided / Not allowed in the hostel.
- Security – 24x7 security to be provided
- The Contractor is not allowed to use the hostel for accommodation of their personnel including without limitation Engineers, workers, technicians, etc.

Hence it is kindly requested to commence the retrofitting work at the earliest. The advance amount requested by TNPHC will be released immediately on receipt of funds from Government

Thanking You,



Chairman,

**Tamil Nadu Working Women
Hostels Corporation Ltd**