

GREATER CHENNAI CORPORATION
IT CELL

From
Senior System Manager
IT Cell,
3rd floor, Muthamizh Aringnar
Kalaingar Mu. Karunanidhi Maaligai,
Greater Chennai Corporation,
Chennai – 600 003.

To
M/s.Sovee Enterprises,
Flat No 505, Hazel Apartments, Block F,
5th Floor, Poonamalle Avadi High Road,
Paruthipet Avadi,
Tiruvallur – 600 071.

I.T.C.C.No.C1/247/2026

Dated: 14.05.2026

Sir,

Sub: Greater Chennai Corporation – IT Cell - Short- E-Tender for hiring of one data entry operator at Chief Engineer (Parks & Electrical) office for a period of one year (26.02.2026 to 25.02.2027) - Accepted – Work Order issued – Reg.

- Ref:
1. Technical bid opened on 19.02.2026.
 2. Financial Bid opened on 20.02.2026.
 3. Your Negotiation opened on 21.02.2026.
 4. Letter of Acceptance, dated: 26.01.2026.

Your offer cited for hiring of one data entry operator at Chief Engineer (Parks & Electrical) office for a period of one year (26.02.2026 to 25.02.2027) for the below mentioned price is hereby accepted.

Sl. No	Item Description	Qty in Nos	Department Rate			M/s.Sovee Enterprises		
			Salary (734* 26 days)	EPF (Fixed)	E.S.I upto Rs.21,000 /- (3.25%) in Rs.	Admin Charges in Rs. P	GST in Rs.	Total Amount for 12 months (With GST) in Rs. P
1	Hiring of one data entry operator at Chief Engineer (Parks & Electrical) office for a period of one year	1	19,084	1,800	620.229	797.500	4,014.31	315792
Total Amount (Inclusive of GST)								3,15,792

GST: Inclusive of GST

Contract Period: 1 Year

Scope of Work / Payment terms: As per tender document.

A.E

A.E.E

Senior System Manager

Received
Dinesh Kumar S
8122027666

14/5/26
14/5/26
M/s. Sovee Enterprises
AEE-2/11/26