



# UNIVERSITY OF MADRAS

## CIRCULAR

Sub : Enlistment of New Panel of Travel Agency on contract basis for Engaging Vehicles for the use of UNOM at common approved rates – Contract Period of One Year (2021-22) – Reg.

\*\*\*\*\*

It is hereby informed that the Syndicate at its meeting held on 17<sup>th</sup> March 2021 has approved the minutes of the meeting of the Purchase Committee regarding enlistment of new panel of Travel Agencies 1. M/s. Lakshmi Travels, Chennai 2. M/s. Guru Travels, Chennai for engaging vehicles (Cars/Vans, AC/Non-AC) for the use of delivery/collection of confidential documents from various examination centres and for other University official purposes for the period of one year from 07.07.2021 to 06.07.2022. The approved rates and vehicles are furnished below separately : -

M/s. Lakshmi Travels, Chennai

<b>RATES OF LOCAL TRIP A/C &amp; NON A/C VEHICLES</b>											
S N o.	Vehicle	5Hrs /50 Kms		10Hrs/100K ms		15 Hrs / 150Kms		Rate / Extra Hr		Rate / Extra Km	
		AC	NON- AC	AC	NON- AC	AC	NON- AC	AC	NON- AC	AC	NON- AC
1	Tavera /Xylo	1100	900	2175	1900	3200	2750	200	199	13	12
2	TATA Indico/Etios/Swift/ Hundai Accent	860	830	1735	1675	2600	2500	150	150	12	11
3	Toyota Innova	1300	1250	2325	2275	3500	3450	250	240	15	14
4	Tempo Travellor	1700	1600	3200	3100	4750	4500	325	320	16	15
<b>RATES OF OUT STATION TRIP - A/C &amp; NON A/C VEHICLES</b>											
S No.	Vehicle	Per Km		Driver Batta		Night Halt Charges					
		AC	NON-AC								
1	Tavera /Xylo	13	12		450		190				
2	TATA Indico/Etios/Swift/ Hundai Accent	11	10		400		190				
3	Toyota Innova	15	14		400		190				
4	Tempo Travellor	17	16		500		190				

M/s. Guru Travels, Chennai

<b>RATES OF LOCAL TRIP A/C &amp; NON A/C VEHICLES</b>											
S N o.	Vehicle	5Hrs /50 Kms		10Hrs/100K ms		15 Hrs / 150Kms		Rate / Extra Hr		Rate / Extra Km	
		AC	NON- AC	AC	NON- AC	AC	NON- AC	AC	NON- AC	AC	NON- AC
1	Tavera /Xylo	1100	900	2175	1900	3200	2750	200	199	13	12
2	TATA Indico/Etios/Swift/ Hundai Accent	860	830	1735	1675	2600	2500	150	150	12	11
3	Toyota Innova	1300	1250	2325	2275	3500	3450	250	240	15	14
4	Tempo Travellor	1700	1600	3200	3100	4750	4500	325	320	16	15
5	Swaraj Mazda	2495	2400	4990	2800	7495	6990	500	500	25	25
6	TATA ACE Container	2000	1400	3500	2800	5000	4200	200	200	17	17
7	TATA 407 Container	3000	1800	5500	3600	9000	4900	450	275	19	19
8	DCM Container	5000	2500	10000	5000	15000	7200	700	300	35	24
<b>RATES OF OUT STATION TRIP - A/C &amp; NON A/C VEHICLES</b>											
S No.	Vehicle	Per Km		Driver Betta		Night Halt Charges					
		AC	NON-AC								
1	Tavera /Xylo	13	12	450		190					
2	TATA Indico/Etios/Swift/ Hundai Accent	11	10	400		190					
3	Toyota Innova	15	14	400		190					
4	Tempo Travellor	17	16	500		190					
5	Swaraj Mazda	25	24	700		200					
6	TATA ACE Container	15	15	500		200					
7	TATA 407 Container	25	19	500		200					
8	DCM Container	35	24	500		200					

Therefore, the Heads of Departments / Sections are advised to hire services of the following travel agencies with prior permission to engage vehicles (Cars/Vans, AC/Non-AC) for the use of delivery / collection of the confidential documents from various Examination Centres and for other University official purposes. After usage of the vehicles, the bill(s) along with trip sheets duly signed by the respective official concerned to be received in the name of **“The Registrar, University of Madras”** in triplicate and the same to be forwarded to the undersigned for making payment : -

Name of the Firm	Contact Person	Contact Phone Number
M/s. Lakshmi Travels, Chennai.	G. Maharaja	97109 92499, 72000 04009
M/s. Guru Travels, Chennai.	A. Paneer Selvam	98848 22048, 99414 62081 and 99414 63081

REGISTRAR i/c.

No.GA-I(A)/Travels/Contract 2021-22/186

Dated: 15.07.2021

To

1. The Controller of Examinations
2. The Campus Director of All campuses
3. All Head of the Departments
4. The ACOE, IDE.
5. The AR COE's Purchase Section
6. The AR Affiliation Section.

Copy to :

1. The Secretary to the Vice-Chancellor
2. The Sr. P.A. to the Registrar.