

**CONTROLLER OF DEFENCE ACCOUNTS, CHENNAI**  
**618 Anna Salai, Teynampet, Chennai 600 018**

**REQUEST FOR EXPRESSION OF INTEREST**

**(for maintaining the Guest House inside CDA Chennai Office complex)**

- Controller of Defence Accounts, Chennai has a Guest House inside the Office complex at 618 Anna Salai, Teynampet, Chennai 600 018
- The Guest House has 2 VIP suites, 5 AC rooms, 1 Conference Hall, 1 Lounge & 1 Dining Hall besides a full fledged kitchen.
- Manpower services are required to be provided for maintenance of the Guest House.
- The manpower requirement will be Supervisor =1, Cooks = 2, Steward = 1 and Sweeper/Housekeeper = 1.
- The period of contract will be from 1.6.2019 to 31.5.2020.
- Firms who have very good experience in the field of maintenance of Guest Houses and are interested in the maintenance of this Guest House are requested to send their response on or before 3 PM on 6<sup>th</sup> May 2019 through a letter addressed to :

Sr Accounts Officer (AN)  
Office of the C.D.A.  
618 Anna Salai, Teynampet, Chennai 18

Fax : 044-2434 8142  
Email : [ancdachennai@gmail.com](mailto:ancdachennai@gmail.com)

- Responses can be sent by letter (through post or handed over in person or faxed).
- Alternatively, responses can be sent through email also.
- **The response should be in the Company letter head only. Further, it should be supported by copies of testimonials / details of guest houses being maintained / whether ISO certified / any other details relevant**
- They are also welcome to make a personal visit to the Guest House in case they are interested in seeing the facilities.
- Based on responses received and depending on fulfilment of the criteria, the firms will be invited for further discussions.
- Queries if any can be addressed to AAO (AN/VII), O/o CDA Chennai either in person or through telephone 044-2434 9980 extn 104.

Sd/-  
Sr AO (Admin)  
Office of the C.D.A. Chennai  
Dated : 26<sup>th</sup> April 2019