

**K.S. KANDASAMY, I.A.S.,**  
Managing Director

Proceedings of the Managing Director, TAHDCO  
Present: Thiru. K.S.Kandasamy, I.A.S.,

Proc. No.C/137 /2025/ /Dt:20.01.2026

**Sub:** TAHDCO – ADW & TW Department – Social labs Programme –  
Empanelment of Service Providers – Issue of Work Order for  
programme implementation – Reg

**Ref:** 1). RfP No. 03/2025 dated 12.05.2025  
2). Empanelment Approval Order  
3). Proposal from the Organisation

**Order:**

As per the approval of the Managing Director, TAHDCO, orders are hereby issued to implement **Social labs Programme** through empanelled service providers for Adi Dravidar and Tribal Welfare college hostels across Tamil Nadu.

In the reference cited, the organisation **Don Bosco Vazhikaatti Educational Charitable Trust** has been empanelled under Social labs categories for programme implementation.

The organisation has now requested an issue of work order for programme execution under the approved empanelment alongside a detailed programme plan.

The Work Order is hereby issued by the Managing Director, TAHDCO under Social labs Programme on the following terms and conditions.

**1. PROGRAMME DETAILS**

Sl. No	Category	Zone	Operating Model	District(s)	Duration (hrs)
1	Functional & Spoken English	South	In-Person	Chennai, Dharmapuri, Krishnagiri, Villupuram, Vellore, Ranipettai, Krishnagiri, Thiruvallur, Thirupathur	30
2	Functional & Spoken English	West	In-Person	Nilgiris, Thiruvannamalai, Kallakurichi	30

5.	Monthly Payout-3 (End of month)	15%
6.	Final Report with Endline survey	25%

## Terms & Conditions

1. The programme will be implemented in schools or hostels identified by TAHDCO in consultation with Adi Dravidar Welfare and tribal Welfare Department.
2. The pre-assessment of the students should be performed first and the curriculum should be designed for both fast and slow learners separately.
3. The rate applicable under this Work Order shall be based on the empanelled category, zone, and operating model, and shall be calculated on a *per student per hour* basis as approved by TAHDCO.
4. The organisation should maintain verifiable attendance records of students on a per session shared real time with the department. Photos must be taken and included in the attendance report for each session.
5. The organisation shall submit consolidated invoices along with attendance records, programme and student progress reports, and other documents based on the milestones and assessment metrics for processing of payments.
6. Based on the attendance, if the attendance of a batch drops below 50% over 5 sessions in a given month, the batch shall be put on hold. Payment for the sessions conducted will be processed on a proportionate basis.
7. Payment shall be released within **7 days** after verification and acceptance of the reports and invoices by TAHDCO for each milestone.
8. Any incomplete, incorrect, or unsupported invoice submission shall be returned for rectification and payment shall be withheld until compliance.
9. This work order shall abide by the terms and conditions stated in the tender document.
10. This Work Order is issued with immediate effect.

Encl: Annexure

  
Managing Director

To:

M/s. Don Bosco Vazhikaatti Educational Charitable Trust, Chennai – 600 011.

Copy To: The Commissioner, ADW Department, Chennai -05

S.No	Hostel ID	District	Taluk	Zone	Hostel Name	Hostel Type	Hostel Gender
1	TNADW02021	Chennai	Guindy	North	MC RAJA SOCIAL JUSTICECOLLEGE BOYS HOSTEL 396, WEST C.I.T NAGAR, SAIDAPET CHENNAI-15	College-UG	Male
2	TNADW02023	Chennai	Guindy	North	M.C.Raja SOCIAL JUSTICEHostel ( College-UG Boys ) - Saidapet	College-UG	Male
3	TNADW05001	Dharmapuri	Nallampalli	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, DHARMAPURI	College-UG	Male
4	TNADW02006	Chennai	Egmore	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, NO.29, SAKTHI NAGAR KODAMBAKKAM, CHENNAI-24.	College-UG	Male
5	TNADW31014	Krishnagiri	Krishnagiri (TK)	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, KRISHNAGIRI	College-UG	Male
6	TNADW07042	Villupuram	Viluppuram	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, VILLUPURAM	College-UG	Male
7	TNADW02010	Chennai	Purasaiyakkam	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL (BUILDING-1,HOSTEL,1),HUNTERS ROAD, VEPERY, CHENNAI-7.	College-UG	Female
8	TNADW02012	Chennai	Purasaiyakkam	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL,VEPERY, CHENNAI-07 (BUILDING-II, HOSTEL,2)	College-UG	Female
9	TNADW04017	Vellore	vellore	North	SOCIAL JUSTICEUG BOYS HOSTEL, VELLORE	College-UG	Male
10	TNADW02008	Chennai	Perambur (Z)	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, VILLIVAKKAM ( BUILDING-1, HOSTEL, 1 )RAJAMANGALAM 3RD STREET, VILLIVAKKAM CHENNAI-49	College-UG	Male
11	TNADW05032	Dharmapuri	Nanthampalli	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, DHARMAPURI	College-UG	Female

Sl No	Hostel ID	District	Taluk	Zone	Hostel Name	Hostel Type	Hostel Gender
2	TNADW02020	Chennai	Mylapore (Z)	North	MC RAJA SOCIAL JUSTICECOLLEGE BOYS HOSTEL (ANNEX), 396, PALLAKU MANIYAM STREET, MYLAPORE. CHENNAI-4	College-UG	Male
3	TNADW02002	Chennai	Guindy	North	SOCIAL JUSTICEPG GIRLS HOSTEL, ANNEX, CHETTY THOTTAM, SAIDAPET, CHENNAI-15	College-PG	Female
4	TNADW05002	Dharmapuri	Nanthampalli	North	SOCIAL JUSTICEADDITIONAL COLLEGE GIRLS HOSTEL, DHARMAPURI	College-UG	Female
5	TNADW18037	Cuddalore	Cuddalore	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, CUDDALORE	College-UG	Male
6	TNADW02005	Chennai	Egmore	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, CHENNAI@KODAMBAKKAM, NO.29, SAKTHI NAGAR KODAMBAKKAM, CHENNAI-24.	College-UG	Male
7	TNADW37004	Ranipettai	walajah	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, WALAJA	College-UG	Female
8	TNADW11013	Nilgiris	Ooty	West	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, OOTY	College-UG	Female
9	TNADW07016	Villupuram	Tindivanam	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, TINDIVANAM	College-UG	Male
10	TNADW06001	Thiruvannamala	Cheyar	West	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, CHEYYAR	College-UG	Male
11	TNADW06002	Thiruvannamala	Thiruvannamala	West	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, TIRUVANNAMALAI	College-UG	Male
12	TNADW04014	Vellore	vellore	North	SOCIAL JUSTICEPOLYTECHNIC BOYS HOSTEL, VELLORE	Diploma	Male

S.No	Hostel ID	District	Taluk	Zone	Hostel Name	Hostel Type	Hostel Gender
23	TNADW07043	Vilupuram	Vilupuram	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, VILLUPURAM	College-UG	Female
24	TNADW06004	Thiruvannamala	Thiruvannamala	West	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, TIRUVANNAMALAI	College-UG	Female
25	TNADW18001	Cuddalore	Cuddalore	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, CUDDALORE	College-UG	Female
26	TNADW31015	Krishnagiri	Bargur	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL 1, KRISHNAGIRI	College-UG	Female
27	TNADW01001	Thiruvallur	ponneri	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, PONNERI	College-UG	Male
28	TNADW02022	Chennai	Mylapore (Z)	North	SOCIAL JUSTICE COLLEGE PG GIRLS HOSTEL VEPPEY ( BUILDING III )	College-PG	Female
29	TNADW01019	Thiruvallur	Poonammalle	North	SOCIAL JUSTICE COLLEGE BOYS HOSTEL, POONAMALLE	College-UG	Male
30	TNADW04015	Vellore	vellore	North	SOCIAL JUSTICEPG BOYS HOSTEL, VELLORE	College-PG	Male
31	TNADW18002	Cuddalore	Cuddalore	North	SOCIAL JUSTICEADDITIONAL COLLEGE GIRLS HOSTEL, MARUTHADU	College-UG	Female
32	TNADW18058	Cuddalore	Chidambaram	North	SOCIAL JUSTICEP.G BOYS COLLEGE HOSTEL, C.MUTLUT	College-PG	Male
33	TNADW31016	Krishnagiri	Krishnagiri (TK)	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL 2, KRISHNAGIRI	College-UG	Female

S No	Hostel ID	District	Taluk	Zone	Hostel Name	Hostel Type	Hostel Gender
14	TNADW11012	Nilgiris	Ooty	West	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, OOTY	College-UG	Male
15	TNADW04018	Vellore	Gudiyattam	North	SOCIAL JUSTICEUG BOYS HOSTEL, GUDIYATTAM	College-UG	Male
16	TNADW02011	Chennai	Purasaiyakkam	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL (BUILDING -II, HOSTEL,1), HUNTERS ROAD, VEPERY, CHENNAI-7.	College-UG	Female
17	TNADW31023	Krishnagiri	Krishnagiri (TK)	North	SOCIAL JUSTICEPOLYTENCNIC BOYS HOSTEL, KRISHNAGIRI	Diploma	Male
18	TNADW06003	Thiruvannamala	Cheyar	West	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, CHEIYYAR	College-UG	Female
19	TNADW02018	Chennai	Purasaiyakkam	North	SOCIAL JUSTICEPG COLLEGE GIRLS HOSTEL, HUNTERS ROAD, VEPERY, CHENNAI-7. (BUILDING -1 HOSTEL, 2)	College-PG	Female
10	TNADW05033	Dharmapuri	Karimangalam	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, KARIMANGALAM	College-UG	Female
11	TNADW33040	Kallakurichi	Kallakurichi (TK)	West	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, KALLAKURICHI	College-UG	Female
12	TNADW36007	Tirupattur	Tiruppathur	North	SOCIAL JUSTICE COLLEGE BOYS HOSTEL, KANDHILI	College-UG	Male

**K.S. KANDASAMY, I.A.S.,**  
Managing Director

PROCEEDING OF THE MANAGING DIRECTOR  
Present : Thiru. K.S. KANDASAMY, I.A.S.,

Proc. No.C/137 /2025/ /Dt:29.01.2026

- Sub:** TAHDCO – ADW & TW Department – Social labs Programme – Empanelment of Service Providers – Issue of Work Order for programme implementation – Reg
- Ref:** 1). RfP No. 03/2025 dated 12.05.2025  
2). Empanelment Approval Order  
3). Proposal from the Organisation

**Order:**

As per the approval of the Managing Director, TAHDCO, orders are hereby issued to implement **Social labs Programme** through empanelled service providers for Adi Dravidar and Tribal Welfare college hostels across Tamil Nadu.

In the reference cited, the organisation **Don Bosco Vazhikaatti Educational Charitable Trust** has been empanelled under Social labs categories for programme implementation.

The organisation has now requested an issue of work order for programme execution under the approved empanelment alongside a detailed programme plan.

The Work Order is hereby issued by the Managing Director, TAHDCO under Social labs Programme on the following terms and conditions.

3.	Monthly Payout-1 (End of month)	15%
4.	Monthly Payout-2 (End of month)	15%
5.	Monthly Payout-3 (End of month)	15%
6.	Final Report with Endline survey	25%

## Terms & Conditions

11. The programme will be implemented in schools or hostels identified by TAHDCO in consultation with Adi Dravidar Welfare and tribal Welfare Department.
12. The pre-assessment of the students should be performed first and the curriculum should be designed for both fast and slow learners separately.
13. The rate applicable under this Work Order shall be based on the empanelled category, zone, and operating model, and shall be calculated on a *per student per hour* basis as approved by TAHDCO.
14. The organisation should maintain verifiable attendance records of students on a per session shared real time with the department. Photos must be taken and included in the attendance report for each session.
15. The organisation shall submit consolidated invoices along with attendance records, programme and student progress reports, and other documents based on the milestones and assessment metrics for processing of payments.
16. Based on the attendance, if the attendance of a batch drops below 50% over 5 sessions in a given month, the batch shall be put on hold. Payment for the sessions conducted will be processed on a proportionate basis.
17. Payment shall be released within **7 days** after verification and acceptance of the reports and invoices by TAHDCO for each milestone.
18. Any incomplete, incorrect, or unsupported invoice submission shall be returned for rectification and payment shall be withheld until compliance.
19. This work order shall abide by the terms and conditions stated in the tender document.
20. This Work Order is issued with immediate effect.

Encl: Annexure

  
Managing Director

To:  
M/s. Don Bosco Vazhikaatti Educational Charitable Trust, Chennai – 600 011.

Copy To: The Commissioner, ADW Department, Chennai -05

S. No	Hostel ID	District	Taluk	Zone	Hostel Name	Current Hostel Type	Current Hostel Gender
1	TNADW35005	Chengalpattu	Vandalore	North	SOCIAL JUSTICESCHOOL BOYS HOSTEL, KILAMPAKKAM	College-UG	Male
2	TNADW35022	Chengalpattu	Pallavaram	North	SOCIAL JUSTICESCHOOL GIRLS HOSTEL, NAGALKENI	College-UG	Female
3	TNADW02003	Chennai	Guindy	North	SOCIAL JUSTICERESEARCH GIRLS HOSTEL, CHETTY THOTTAM, SAIDAPET, CHENNAI-15	College-UG	Female
4	TNADW02009	Chennai	Perambur (Z)	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, VILLIVAKKAM ( BUILDING- 1, HOSTEL, 2 ) RAJAMANGALAM 3RD STREET, VILLIVAKKAM, CHENNAI-49.	College-UG	Male
5	TNADW02017	Chennai	Purasaiyakkam	North	SOCIAL JUSTICEPG COLLEGE GIRLS HOSTEL NEW HUNTERS ROAD, VEPERY, CHENNAI-7. ( BUILDING-II, HOSTEL,3)	College-PG	Female
6	TNADW18004	Cuddalore	Vridhachalam	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, VRIDHACHALAM	College-UG	Male
7	TNADW01003	Thiruvallur	ponneri	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, PONNERI	College-UG	Female
8	TNADW01010	Thiruvallur	Thiruvallur	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, KADAMBATTUR	College-UG	Male
9	TNADW36009	Tirupattur	Natrampalli	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, NATRAMPALLI	College-UG	Male
10	TNADW36010	Tirupattur	Tirupattur	North	SOCIAL JUSTICECOLLEGE BOYS HOSTEL, TIRUPATTUR	College-UG	Male
11	TNADW04016	Vellore	vellore	North	SOCIAL JUSTICEPG GIRLS HOSTEL, VELLORE	College-PG	Female
12	TNADW04019	Vellore	vellore	North	SOCIAL JUSTICEUG GIRLS HOSTEL, VELLORE	College-UG	Female
13	TNADW07015	Villupuram	Tindivanam	North	SOCIAL JUSTICECOLLEGE GIRLS HOSTEL, TINDIVANAM	College-UG	Female