

JUSTICE VIKRAMAJIT SEN

Office: Administrator, DDCA, Feroz Shah Kotla Stadium

E-mail: justicesen.ddca@gmail.com, Tele: 26317274

26th August 2017

INVITATION FOR DEPLOYMENT OF SECURITY SERVICES

Proposals are sought from reputed Security Companies for providing security services on contractual basis at Delhi & District Cricket Association. Reputed companies/agencies having valid licenses and sanctions and who have minimum experience of three years should apply.

Requirement of Security Personnel's: -

(A) 4 Security Guards and 1 Supervisor (8:00 AM- 08:00 PM) with 2 Nos. of Walky Talky.

(B) 8 Security Guards and 1 Supervisor (8:00 PM- 08:00 AM) with 2 Nos. of Walky Talky.

Kindly provide the following details along with your proposal: -

- Name of the Company/Firm and complete Registered Address.
- Status of signatory of the applicant.
- Were you or your company ever required to suspend security services for a period of more than 6 months continuously after you commenced the security services? If so, give the name of the contract and reasons thereof.
- Name, Designation and Tel. No(s) of the Contact person.
- Year of Commencement of Business.

- Nature of Business (Copies of Audited Financial Statements for the last two years duly certified by a Chartered Accountant.
- Statutory Details: -
 - ✓ (Photocopy duly signed to be attached)
 - Registration No. of the Firm
 - PAN
 - EPF- Registration No.
 - ESI Registration No.
 - GST Registration No.
 - Name & Address of Bankers along with Current Account details.
- Income Tax Assessment Completion Certificates for the financial years 2014-2015 and 2015-2016 duly certified by a Chartered Accountant.
- List of present and past clients.
- Details of Similar Works.
- Volume of Business done during the last two years.

Eligibility Criterion: -

- a. The Applicant should be in Security Services for a minimum period of three years as on 30th August 2017.
- b. The applicant shall ensure that the security personnel deployed are healthy and security personnel should be of minimum 21 years of age and not exceeding 40 years of age.
- c. Performance Certification

The bidder's performance, for the work completed in the last two years and in hand should be certified by a responsible person i.e. General Manager, if worked in a

private sector or equivalent from the concerned organization. The certificate should also indicate the compliance of statutory requirements complied by bidder.

d. Qualitative Requirement of Personnel:

- The contractor shall warrant that every security personnel being deployed by him has the following Qualifications:
 - He is at least a high school graduate;
 - He has a good moral character and reputation without criminal or police record;
 - He is physically and mentally fit and not less than 21 or more than 40 years of age;
 - He is at least 5 feet, 7 inches in above height;
 - He has undergone security training
- The security personnel must be duly trained in Fire Safety Operations. They should be trained to operate various fire control equipment's, if any, installed in the premises. The service provider shall produce proof that the personnel provided have been trained in fire safety operations from the recognized institutions.

e. The proposals without proper documents shall be summarily rejected.

Instructions for the Applications: -

1. Earnest money containing Demand Draft of Rs. 2,00,000/- (Rupees Two Lacs Only) drawn in favor of Delhi & District cricket Association payable at New Delhi shall be kept in separate sealed envelope, super-scribed as "Earnest Money deposit for providing Security Services to DDCA.

2. Date, Time and Venue for Submission of the Proposals: -

The proposal addressed to Ld. Administrator Justice Vikramajit Sen (Retd.) of DDCA, shall be sent to the registered office of DDCA at Ferozshah Kotla Ground, New Delhi-110002. Proposals received after due date & time shall not be accepted in any case.

3. Kindly provide the details of Fees sought to be charged.

4. Any other relevant information.

5. The contract shall be for the period of 12 months, which can be extended at the discretion of the Contractor and Principle Employer as mutually agreed between them. The first three months from the date of taking over charge of in respect to security services from DDCA, shall be considered as probationary period.

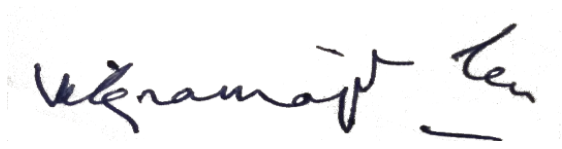
6. The contractor shall be responsible for timely payment of wages to its workers as per Minimum Wages Act of Govt. of NCT of Delhi and fulfil all other statutory obligations, such as, Provident Fund, ESI, GST etc. in force from time to time.

7. Undertaking that there is no Conflict of Interest in providing Statutory Audit.

8. The Applicant shall not be a member of DDCA.

The last date for submission of above proposal for Security Services is 10th September 2017.

Kindly Submit the proposals with Mr. Pradeep Banerjee, DDCA office, Ferozshah Kotla Ground, DDCA.

A handwritten signature in black ink, appearing to read 'Vikramajit Sen'. The signature is written in a cursive style with some flourishes.

Justice (Retd.) Vikramajit Sen
Administrator, DDCA