

NAYA RAIPUR DEVELOPMENT AUTHORITY

Near Mahanadi Dwar, Mantralaya, Raipur – 492001, Chhattisgarh

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Expression of Interest for Security Service Providers for city level monitoring

Documents to be submitted with EOI:

- (i) Company/Firm Profile, Locational Presence in India.
- (ii) Copy of Company/Firm Registration Certificate, Security Licenses and Arms License from concerned Authority, P.F. Registration No., E.S.I. Registration No., Service Tax No., PAN No. and TAN No.
- (iii) Company/Firm Financial Statement for last 3 financial year viz. 2009-10, 2008-09, 2007-08,
- (iv) List of Present Clients with Client Satisfactory Certificate,
- (v) Staff Strength including Managerial, Supervisor and Field Staff (Mention Armed and Unarmed separately)
- (vi) List of Existing Work Orders with copies enclosed, along with the detailed scope of work, area covered in sq. km. for surveillance and manpower deployed against each of the work orders in the following format:

S. No.	Name and address of Client	Location	Area under surveillance (Sq. Km.)	No. of trained personnel deployed		Value of work (Lakhs of INR)	Whether the project is existing	Work order enclosed (reference page no.)	Detailed TOR enclosed (reference page no.)
				armed	unarmed				
1									
2									
3									

- (vii) List of trainings given to the personnel with the details of trainings enclosed
- (viii) Any Award Winning Certificate (desirable)

Eligibility Conditions for short-listing of Eols:

Firms with following experience and qualification shall be considered for evaluation for short-listing:

- (i) Experience of providing security services to the satisfaction of the client where 100 security personnel has been deployed in a single location like Archaeological Sites, Tourism Sites, Port, Airport (Open Area) or any other similar open sites from April 2005 for a minimum period of one year
- (ii) Experience of providing service to at least one government body for a period of minimum one year during the period from April 2005 till the due date of this Eol
- (iii) Having Security Licenses and Arms License from concerned Authority
- (iv) All the personnel presently deployed at site must be trained, a declaration to be furnished by the applicant firm in this regard
- (v) Any Award Winner will get weightages in shortlisting
- (vi) No pending litigation / court case at the date of submission of Eol; The applicant firm shall have to declare that there is no pending litigation / court case at present to be considered eligible

TENTATIVE TOR FOR SECURITY SERVICES FOR GUARDING AND PROTECTING LAND, TREES, OTHER ASSETS, VITAL INSTALLATIONS IN NAYA RAIPUR

PURPOSE:

Security Services for Guarding and Protecting Land, Trees, other assets, vital installations like electrical and telecommunication equipments, road furniture, water and sewerage lines, signages etc. in Naya Raipur.

SCOPE OF WORK

The Scope of the work has broadly classified as Location Scope, Guarding Service Scope and Other Scope.

Location Scope

Details of the Locations for rendering Guarding, protecting and controlling Services

1. Vital Installations like electrical and telecommunication equipments, road furniture and signages, water and sewerage lines etc. at various places of Naya Raipur.
2. Controlling unauthorised movement of vehicles in and around the Naya Raipur areas.
3. Guarding of advertisement hoarding in the areas of responsibility.
4. Preventing entry of animals inside rooms/buildings and its premises under responsibility.
5. Controlling presence of local hawkers & food sellers within the Naya Raipur area.
6. Restricting development of unauthorised structures.
7. Round the clock patrolling in the Naya Raipur area.
8. Ensuring that no encroachments on Authority's land occur and any attempts are immediately reported to Authority.

Guarding Services Scope:

1. To keep watch on vital Installations like electrical and telecommunication equipments, any rooms/building for the same, road furniture and signages, water and sewerage lines etc. at various places of Naya Raipur.
2. To permit authorized work to be carried out with work permits & confirmation from concerned department within the area of responsibility.
3. Restricting unauthorised movement of vehicles in and around the Naya Raipur areas.
4. To keep watch on activities of any personnel including contract workers and report to the designated Authority official in case of suspicion.
5. To maintain records of accident/incident. In case of any difficulties, take help from Authority /local polices & various responsible authorities as required and report the incident to the Authority's Assistance Security Manager on day to day basis.
6. To keep control over unauthorized parking at the area under responsibility and take help from Police in the case of requirement.
7. To maintain records in relevant register pertaining to Men & Material movements.
8. To restrict any unauthorised entry to the rooms/buildings under responsibility.
9. To carry out day to day anti sabotage check at all entry points in area of responsibility.
10. To manage key control – ensuring keys of rooms/buildings under responsibility are handled only by authorized personnel.
11. To carry out surveillance of the allocated area.
12. To restrict presence of local hawkers & food sellers within area of responsibility in Naya Raipur.
13. To exercise crowd control, whenever instructed.

14. Patrolling and surveillance of open land area for prevention against intrusion by any unauthorised entity.
15. Detection of any occurrence of fire within area of responsibility and prompt action in terms of reporting to the authority, possible immediate measures for extinguishing and controlling the fire and sending information to the fire fighting department.
16. Ensure that no encroachments on land in area of responsibility occur and any attempts are immediately reported to Authority.
17. Ensuring no unauthorised quarrying and mining activity within the area of responsibility.
18. Any other services on need basis as and when informed in writing by Authority.