



**Embassy of India,
48 Khusravi Dekhlavi Street, 734024 Dushanbe (Tajikistan).
Telephone No.: +992-37-2217172/ 2211803/ 2210265
Email : hoc.dushanbe@mea.gov.in**

**Tender No. DUS/815/01/2024
Date : 28 March 2026**

TENDER DOCUMENT

FOR

**HIRING OF SECURITY GUARD SERVICES FROM SECURITY AGENCIES REGISTERED WITH
THE GOVERNMENT OF TAJIKISTAN**

at

**Embassy of India
(Chancery Address: 48 Khusravi Dekhlavi Street, 734024 Dushanbe)***

&

**India House
(Residential Address: House No 3, Karamova Street, Dushanbe)***

*Note: The above addresses are subject to change due to possible future shifting/demolition of premises. The Agency shall be required to provide security services at the new location if the Embassy premises are relocated.

TENDER NOTICE

Tender Reference No.: DUS/815/01/2024

Dated: 28 March 2026

Subject: Hiring of Security Guard Services from Security Agencies registered with the Government of Tajikistan at Embassy of India, Dushanbe (Chancery) and India House (Ambassador's Residence)

The Embassy of India, Dushanbe, invites sealed bids from licensed Security Agencies registered with the Government of Tajikistan for providing professional Security Guard Services at the following locations:

1. **Embassy of India:** 48 Khusravi Dekhlavi Street, 734024 Dushanbe
2. **India House:** House No 3, Karamova Street, Dushanbe.

Note: Addresses of Chancery and India House are subject to change due to possible future demolition/relocation. The Agency shall continue providing services at the new location as notified by the Embassy.

Critical Dates	
Date of Publication	30/03/2026
Bid Submission Start Date	30/03/2026
Pre-Bid Meeting	06/04/2026 (1130 hrs)
Bid Submission End Date	20/04/2026
Technical Bid Opening	22/04/2026 (1130 hrs)
Financial Bid Opening	24/04/2026 (1130 hrs)

Contact Details:

Embassy of India
48 Khusravi Dekhlavi Street,
734024 Dushanbe (Tajikistan)

Phone: +992-37-2217172/ 2211803/ 2210265

Email: hoc.dushanbe@mea.gov.in

TENDER DOCUMENT FOR PROVIDING SECURITY GUARD SERVICES AT CHANCERY AND INDIA HOUSE

1. Sealed tenders in conformity with details tender call notice are invited from Security Agencies/Firms who meet the following criteria:

- a) Having valid registration certificate.
- b) Certification of compliance with laws and statutory regulations in running a private security company.
- c) Previous experience of having provided similar services for other Embassies/Government agencies/other reputed public or private organizations.

2. The Security Agencies/Firms having good track record, manpower capacity and relevant experience are eligible to apply.

3. The detailed tender document can be downloaded from Central Procurement Portal <https://eprocure.gov.in/epublish/app> and also the official website of the Embassy of India, Dushanbe at <https://www.eoidushanbe.gov.in>.

4. The tenders should be submitted in **ONE SEALED ENVELOPE** in the following manner:

- a) The **first sealed cover** should be superscribed '**Technical Bid**' and should contain all relevant information showing compliance with the technical requirements listed in this document with all supporting documents. The bidder has to comply with the essential Quality Parameters for Local Security Guards mentioned at **Annexure I***. The Bidder also needs to furnish detailed information along with supporting documents and records as mentioned in the **Annexure II**. The Bidder also needs to furnish an undertaking as mentioned in the **Annexure III**.

(*Non compliance with Parameters at Annexure I would make the service provider liable for rejection at the Technical Bid Stage only.)

- b) The **second sealed envelope** should be superscribed '**Financial Bid**' and should contain the duly filled in proforma placed at **Annexure IV** and should give costs of the required services. The Bidder also needs to furnish an undertaking towards Bid Securing Declaration as mentioned in the **Annexure V**.
- c) The **third sealed envelope** should be superscribed '**Earnest Money Deposit/Bid Security**' and should contain Bid Security in the sum of **TJS 5400/- (Tajikistani Somoni Five thousand four hundred only)**. Bid Security shall be in the form of Account Payee Demand Draft/Bonds/Fixed Deposit Receipt/Bank Guarantee in favour of Embassy of India, Dushanbe. The Bid Security of the unsuccessful bidder(s) at the technical evaluation stage will be returned within 30 days of declaration of result of first stage (technical evaluation).
- d) All three sealed covers should be placed in ONE SEALED ENVELOPE superscribed "BID FOR SECURITY SERVICES". This should be addressed to '**Head of Chancery, Embassy of India, 48 Khusravi Dekhlavi Street, 734024 Dushanbe**' and sent by

post or hand delivered **latest by 1700 hours on 20 April 2026**. All pages of the submission document must be signed by authorised signatory. The bids will be opened in the presence of the bidders or their authorized representatives (along with authorization letter from the bidder).

5. The date and time for submission may be deferred by an official notification in writing issued by the Embassy of India, Dushanbe to all Bidders.

6. Tenders received after the due date and time or incomplete and conditional tenders shall not be accepted.

7. **Conditional Acceptance of the Tender:** The acceptance of the Tender shall be conditional and not finally binding upon the Embassy of India, Dushanbe. The Embassy may withdraw the acceptance of the Tender without any notice or other formality and may enter into a new Agreement for the execution of the Works or any part of it.

8. **Amendments to Tender Document:** At any time prior to the date of opening of the tender, the Embassy may issue an addendum in the Tender Document in writing to all persons or firms to whom the Tender documents have been issued, deleting, varying or extending any item of this Tender Document. Prospective bidders shall promptly acknowledge receipt of each Addendum to the Embassy of India, Dushanbe.

9. **Clarification:** Any further information or clarification which the Tenderer may require in order to complete their bid, may contact Head of Chancery, Embassy of India, 48 Khusravi Dekhlavi Street, 734024 Dushanbe, telephone No.: +992-37-2217172/2211803/2210265, Email : hoc.dushanbe@mea.gov.in

10. All information requested by and supplied to one bidder will be supplied to all bidders.

11. Submission of more than one tender paper by a bidder for a particular work will render the bid liable for rejection.

12. **Scope of Work:** To provide Security Guard Services, to be deployed as per the following details:

S. No.	Category	Number	Days of Deployment	Remarks
1.	Unarmed Male Security Guards	04	All 7 days of the week	Daily deployment. Embassy will determine duty timings, shifts, and deployment between Chancery and India House.
2.	Unarmed Female Security Guard	01	Working days only	08-hour office-hours duty at Chancery
Total Guards Required		05	-	Agency must ensure deployment of 05 guards on working days, and 04 guards on weekends/holidays.

Note:

- Embassy reserves the right to change duty timings, duty points, shifts, or redeploy guards at

- any time based on operational requirements.
- Addresses of Chancery and India House may be changed in the future due to possible demolition/relocation. The Agency shall continue providing services at the new address as notified by the Embassy.

Duties of Security Guards

- (i) Manning of the main entrance and exit of the compound and screen baggage/parcel/letter etc. using proper technical devices (metal detector) and lookout for any kind of firearms or weapons.
- (ii) Conduct security scanning of all visitors prior to permitting entry into the premises.
- (iii) Security of the perimeter and to prevent unauthorized parking in front of the properties and to prevent any defacing of the wall/building or disrespect to the National Flag.
- (iv) Prevent entry of unauthorized persons inside the properties.
- (v) Maintain record of name of all visitors, identification number, purpose of visit and name of officer to be met before permitting entry into the premises. The register would be required to be put up to the Chief Security Officer of the Client (Embassy of India) for scrutiny every Monday.
- (vi) To take periodic patrolling and surveillance for suspected activities of visitors and intruders in the premises, monitoring of CCTV, access to the Chancery, checking of rear garage and to record the details of persons permitted inside the Embassy premises. Also, maintain record for any vehicle permitted.
- (vii) Keep watch over for any sabotage, damage fire and safeguard the property, men, material, machines and document systems at site.
- (viii) To report any anomalies within the premises of the Client or intentional attempt to breach security and related regulations by any person visiting the premises.
- (ix) To be alert and detect unattended packages and strange objects and respond in emergency situations like fire, law and order, medical etc.
- (x) Security Guards to be very alert on duty, both physically and mentally throughout the shift and report any issues immediately to the supervisory officer in the Embassy.
- (xi) Company will ensure to maintain proper supervision over the security personnel with regards to their discipline, alertness, proper uniform, conduct in the course of their duty and carry out periodic inspections.
- (xii) Security Guards must possess basic qualification training in fire-fighting techniques.

- (xiii) To implement any recommendation by the Client to upgrade the security system services provided after mutual consent.
- (xiv) Perform all security duties assigned by the Embassy of India including above but not limited to the above duties.

13. **Technical Requirements:** Technical conditions for the Security Services Agencies/Firms are as follows:-

- (i) The Security Agency should provide proof of compliance as regards local laws and statutory regulations in running a private security company.
- (ii) A security company desirous of providing service should be willing to furnish information about its other Clients including period and type of service rendered in broad terms.
- (iii) The Agency will be wholly and exclusively responsible for payment of wages to the persons engaged by it in compliance of all the statutory obligations under all related legislation's as applicable to it. The agency will have to comply with all statutory provisions of law, rules and regulations and keep this office informed about any amendments to the law from time to time. The Security Agency should agree to provide details of salary, gratuity, allowances, leave etc. it permits for its Security Guards.
- (iv) The Agency shall ensure alternative arrangements to provide relief in cases of leave, absence, or medical emergency, so that the required number of Security Guards is maintained at all times.
- (v) The transportation, food, medical and other statutory requirements in respect of each personnel of the Security Agency shall be the responsibility of the Security Agency.
- (vi) The Security Agency's personnel shall not divulge or disclose to any person, any details of office, operational process, technical know-how, security arrangements and administrative/organisational matters as all are of confidential nature.
- (vii) The Security Agency shall provide only those Security Guards who have been vetted by the local Government with respect to past record, character, and antecedents. The Agency shall furnish full background details and proof of such vetting to the Embassy. The Security Guards must have no history of criminal, vigilance, or anti-national activities.
- (viii) The Security Agency should agree and be able to provide a choice of persons two to three times our requirement, to interview and choose from. The persons will be interviewed by a panel of selectors from the Embassy.
- (ix) The Security Agency should have a central Quick Reaction Team (QRT) at their end. In the event of any untoward incident or security situation, the deployed Security Guard must be able to contact the QRT, which must respond promptly to the Chancery and/or India House.

- (x) The Security Agency's personnel should be polite, cordial, positive and efficient, while handling the assigned work. The Agency shall be responsible for any act of indiscipline on the part of persons deployed by them. The agency shall be bound to prohibit and prevent any of their employees from being intoxicated while on duty, trespassing or acting in any manner detrimental or prejudicial to the interest of the Client. The decision of the Client upon any matter arising under this clause shall be final and binding on the agency.
- (xi) The Security Agency shall provide the following equipment to all deployed Security Guards to enhance efficiency and strengthen the overall security mechanism:
 - (a) Appropriate uniforms for summer (to be issued every year) and winter (to be replaced every two years)
 - (b) Photo Identity Card (Name, Age, Address etc.)
 - (b) Body Camera
 - (c) Hand-held Walkie-Talkie
 - (d) Flashlight
 - (e) Electric Baton
- (xii) The Security Agency should have provisions for real time checks of functioning of the Security Guards to ensure that the quality of the provided staff and their service they render is always above the benchmark. The provider should be able to provide proof of this to the Client.
- (xiii) The functional control over the personnel deployed by the agency will rest with the Client and the disciplinary administrative/technical control will be with the agency.
- (xiv) The Client may require the Security Agency to dismiss or remove from the site of work, any person or persons, employed by the Security Agency, who may be incompetent or for his/her/their misconduct and the Security Agency shall forthwith comply with such requirements. The Security Agency shall replace immediately any of its personnel, if they are unacceptable to the Client because of security risk, incompetence, conflict of interest and breach of confidentiality or improper conduct upon receiving written notice from office.
- (xv) The Client may deduct proportionate service charges for any short-deployment or failure to provide services in any shift.
- (xvi) The Security Agency shall provide additional security personnel for short durations as and when required by the Embassy in case of exigencies. This may include, when necessary, the deployment of the female Security Guard on weekends/holidays during Embassy events or special occasions, notwithstanding her routine deployment on working days only.
- (xvii) All Security Guards deployed to the Embassy shall be exclusively assigned to the Embassy during their period of deployment and shall not be engaged by the Agency for duties at any other location, shift, or assignment. The Agency shall ensure that no deployed guard is simultaneously employed elsewhere.

- (xviii) The Security Agency shall provide a substitute well in advance if there is any possibility of the person leaving the job due to his/her own personal reasons. The payment in respect of the overlapping period of the substitute shall be the responsibility of the Security Agency.
- (xix) The Security Guards shall not be changed at least for one year from the date of employment without prior recommendation of the Client.
- (xx) The Security Agency shall be contactable at all times and messages sent by phone/e-mail/fax/special messenger from the Client shall be acknowledged immediately on receipt on the same day. The Security Agency shall strictly observe the instructions issued by the Client in fulfillment of the contract from time to time.
- (xxi) The Client shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel of the Security Agency.
- (xxii) That the Security Agency on its part and through its own resources shall ensure that the goods, material and equipment etc. are not damaged in the process of carrying out the services undertaken by it and shall be responsible for acts of commission / omission on the part of its staff and its employees. If the Client suffers any loss / damage on account of negligence, default or theft on the part of the employees/agents of the agency, then the agency shall be liable to reimburse to the Client for the same. The agency shall keep the Client fully indemnified against any such loss or damage. The responsibility and liability that will arise of any accident or casualty, occurring during the course of working to any staff engaged by the agency, will remain with the agency. The Client will no way be responsible for this or any other clause mentioned above.
- (xxiii) The Security Guards should possess training in basic security duties such as access control and anti-sabotage checks (of person, baggage and vehicles) including the use of basic security tools such as Hand Held Metal Detector (HHMD), Door Frame Metal Detector (DFMD), monitoring CCTV, baggage and letter scanners etc. They should possess knowledge of the potential threats to a foreign Mission in general terms and also possess knowledge of what is 'suspicious' in terms of men and material in the given local context.
- (xxiv) Security Guards should not be subject to significant financial liabilities that may create vulnerability to coercion.
- (xxv) While religious beliefs are respected, the performance of religious rituals or practices during duty hours is not permitted.
- (xxvi) Other detailed parameters are mentioned in **Annexure I*, II and III.**

(*Non compliance with Parameters at Annexure I would make the service provider liable for rejection at the Technical Bid Stage only.)

14. The successful bidder will enter into an agreement with the Client for the offer of services on these terms and conditions. The contract will be signed in English and Russian and in case of any dispute, the English version will prevail.

15. **Period of Contract:** The initial period of contract would be for two years (24 months). Service charges/rates quoted by the agency would be fixed for a period of two years (24 months). In case performance is not satisfactory, the contract will be terminated by the Client by giving an advance notice of 30 days in writing.

16. No escalation of price - Price escalation, in rates due to any reason such as any statutory increase in wages/allowances etc., change in foreign currency exchange rate, increase in prices of material/equipment, fuel, transport, electricity & water, levy of new taxes, hike in any tax rate, cess, etc. is to be absorbed by the agency.

17. **Payments:** The service charges will be paid after the end of each month of service upon presentation of invoice by the Security Agency, within the first 10 working days of the succeeding month.

18. **Extension of Contract:** The Contract can be further extended by another 01 year (12 months) subject to satisfactory service. The extension will be at the same rates and at the same terms and conditions.

19. **Performance Security:** The successful bidder after the evaluation of financial stage is required to submit an amount of 5% of the total value of contract in the form of Account Payee Demand Draft/Bonds/Fixed Deposit Receipt/Bank Guarantee valid for a period of 60 days beyond the date of completion of the contract. Bid Security/Earnest Money Deposit would be refunded to the successful bidder only on receipt of Performance Security.

20. **Penalty Clause:** In case security agency fails to provide the desired services or breaches the contract and for loss of damage, if any, to the property, life and limbs of Mission staff etc. due to negligence of the security personnel or substandard services of the service provider, the Embassy reserves rights to impose penalty to the service provider.

21. Any dispute or difference during the contract period regarding the interpretation, applications or implementation of the provisions of the agreement shall be resolved amicable between the parties. In case such dispute remains unresolved for a period of 30 days from the date of first notice of dispute, it shall be resolved through arbitration. The arbitration proceedings will be conducted in accordance with and be subject to the UNCITRAL (United Nations Commission on International Trade Laws) Arbitration Rules, as amended from time to time and the decision of the arbitrators as mentioned above shall be final and binding on the parties. The Arbitration will have its sittings in Embassy of India, Dushanbe.

22. The tender is liable to be rejected, inter-alia, if it is:-

- (a) Not in conformity with the instructions and proforma mentioned in the tender paper.
- (b) Not properly signed by the bidder.
- (c) Received by telex, telegram or by Email.
- (d) Received after the expiry of the due date and time.

23. This office reserves the right to:-

- (a) Accept/Reject any of the tenders in full or part thereof.
- (b) Revise the requirement at the time of placing the order.
- (c) Add, modify, relax or waive any of the conditions stipulated in the tender specification wherever deemed necessary.
- (d) Reject any or all the tenders in part or full without assigning any reason thereof.

Annexure I
[please refer Para 4 (a)]

QUALITY PARAMETERS* FOR SECURITY GUARDS (SG) TO BE PROVIDED AT CHANCERY AND INDIA HOUSE

The bidder is required to write 'Yes' or 'No' in the column REMARKS.

Sl. No.	Parameters	REMARKS
1.	SGs should not be less than 25 years of age and more than age of 50 and the Supervisor, wherever necessary, should not be more than 55 years of age.	Yes / No
2.	SGs should be physically and mentally fit and should not be suffering from any apparent disability including obesity that would hinder efficient discharge of duties. The Service provider should submit Medical Fitness Certificate in respect of every SG from an Authorized Hospital/ Medical practitioner. Additionally, he/she should not be emaciated, feeble and timid in an apparent sense.	Yes / No
3.	SGs shall meet the following minimum height standards: Male – 170 cm; Female – 160 cm.	Yes / No
4.	SGs should have been vetted by local Government's security department(s) in terms of past record, character and antecedents. SGs should have no history of criminal, vigilance, or anti-national activities. The Provider should provide background details of the SGs and also proof of their vetting.	Yes / No
5.	SGs should possess training in basic security duties such as access control and anti-sabotage checks (of persons, baggage and vehicles) including use of fire extinguishers and basic security tools such as baggage scanners, vehicle scanners, HHMD, DFMD, CCTV monitoring, letter scanners etc.	Yes / No
6.	LSGs should have passed at least Grade 11 or equivalent.	Yes / No
7.	The Security Guards should have served in Armed Forces/National Police/Fire Fighting Department/State Committee for National Security.	Yes / No
8.	SGs should be proficient in local language (i.e. Tajik and Russian) and possess minimum English language skills (speaking and writing) required to communicate with Embassy's officials.	Yes / No
9.	SGs should perform duties in smart uniform and their overall appearance should be neat and clean.	Yes / No
10.	SGs should be thoroughly proficient and trained in handling of arms and other security equipment they are supposed to carry or use.	Yes / No
11.	Service Provider should have a system of undertaking supervisory checks of functioning of the supplied SGs to ensure that they are discharging their duties with efficiency and as per the SOPs designed by the Embassy. The Provider should clearly spell out as to what will be the system of supervision/surprise checks so as to achieve the above objective e.g., number of scheduled and surprise visits in a given period.	Yes / No
12.	The Security Agency shall provide the following equipment to all deployed Security Guards to enhance efficiency and strengthen the overall security	Yes / No

	mechanism:- (a) Uniform (b) Photo Identity Card (Name, Age, Address etc.) (c) Body Camera (d) Hand-held Walkie-Talkie (e) Flashlight (f) Electric Baton	
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*These parameters are Embassy's critical minimum requirement and any inability to meet any or all of these would make the service provider liable for rejection at the technical bid stage only.

Declaration

I/We hereby certify that the information furnished above is full and correct to the best of my knowledge. I/We have gone through the specification, conditions and stipulations in detail and understand fully the scope of work and agree to comply with the requirement and intent of specification. I/We will maintain the above parameters after the award of contract. Failure to comply with the above parameters would entail termination of the contract.

(Signature of the authorized signatory)

Dated _____

Name and address of the Agency_____

(Seal of the firm)

Annexure II
[please refer Para 4 (a)]

QUALITY PARAMETERS FOR SERVICE PROVIDER COMPANIES

Responses shall be filled in the given column and relevant documents shall be enclosed.

(In case of partial fulfillment, the bidder is required to mention which conditions cannot be fulfilled.)

Sl. No.	Parameters	Response*
1	Provide the list of other clients (like Embassies, International Organizations, reputed companies etc.) the Company is serving in terms of supply of SGs in Tajikistan and other countries, if any.	
2	Submit a brief of past experience, service history and achievements of the company.	
3	Submit evidence of registration of the company under relevant statutory regulations such as labour laws of Tajikistan, arms licenses etc. (if registered under more than one law, the same be furnished).	
4	Evidence of security services other than manpower services provided to other clients should be shared.	
5	Provide the information on current size of the reserve pool of guards and logistics such as response teams, patrol vehicles, security equipments, control room facilities, communication equipments under use etc.	
6	Details of attrition rate of security guards and supervisors (the average period for which a security guard remains with the company).	
7	Does the company have its own training facility (details thereof)? Does it avail the facility of another provider or a company that only focuses on training? What is the curriculum and duration of training of the security guards and the supervisors?	
8	Provide industry certificates obtained by the provider for its quality from the specialized security certification bodies. Also, specify service provider's relationship with local police and furnish clearance certificate from local police.	
9	Scope and limit of liability of the company in terms of compensation for its security failures in monetary terms either from its own resources or through insurance companies.	
10	Provide the information on take home pay and other allowances including gratuity and leave facilities given to the security guards.	

Declaration

I/We hereby certify that the information furnished above is full and correct to the best of my knowledge.

(Signature of the authorized signatory)

Dated _____

Name and address of the Agency_____

(Seal of the firm)

UNDERTAKING BY THE BIDDER

This is to certify that I/we, before signing this tender, have read and fully understood all the terms and conditions contained herein and undertake myself/ourselves to abide by them. I/We further certify that I/we have the ability to meet all the technical conditions and requirements listed in this tender document.

I/We further certify that the bid shall remain valid for 120 days from the bid submission closing date. However, the contract will be signed based on the bids for a period of 02 years (24 months) from the date of commencement of the Contract, which may be further extended for another period of 01 year (12 months) on satisfactory services at the same rates and at the same terms and conditions.

I/We, hereby declare that I/We shall treat the tender documents, drawings, specifications and other records connected with the work as secret/confidential and shall not communicate information/derived there from to any persons other than a person I/We am/ are authorized to communicate the same or use the information in any manner prejudicial to the safety of the same.

Signature of the Bidder with Seal

Name: _____

Designation: _____

Address: _____

Phone No. _____

Annexure-IV
[please refer to para 4(b)]

PROFORMA FOR SUBMITTING FINANCIAL BID

• **Name of Bidder:**

• **Requirement:-**

S. No.	Description of Service	Quantity	Rate per Guard per Month (TJS)	Total Monthly Cost (TJS)
(a)	Unarmed Male Security Guards for security duties at Embassy of India, Dushanbe (Chancery) and India House (Ambassador's Residence)	04		
(b)	Unarmed Female Security Guard for security duty at Embassy of India, Dushanbe (Chancery) during office hours (Working Days only)	01		
Total				
VAT				
Grand Total (per month) in figures				
Grand Total (per month) in words:				

Note:-

1. The rates quoted shall cover all costs including equipment, uniforms, statutory obligations, training, administrative charges, leave replacements, and all duties/taxes as applicable. Deployment across various Embassy locations shall be decided by the Embassy.

2. The bidders are required to quote their rates both in words and figures and put their signature; they should also sign on any overwriting or any correction made in the tendered rate. The rates filled in figure only and not in words shall be liable for rejection for which no paper cost shall be returned to the bidder(s).

3. Addresses of Chancery and India House may be changed in the future due to possible demolition/relocation. The Agency shall continue providing services at the new address as notified by the Embassy.

(Signature of the authorized signatory)

Dated _____

Name and address of the Agency_____

(Seal of the firm)

Annexure-V

[please refer to para 4(b)]

**Bid Securing
Declaration**

I/We accept that if I/we withdraw or modify Bids during the period of validity or if I/we are awarded the contract and I/we fail to sign the contract, or to submit a performance security before the deadline defined in the request for bids document, I/we will be suspended for the period of 12 months from being eligible to submit Bids for contracts with the Government of India.

Date:

Name:

Place:

Signature:

Annexure-VI

Company profile
(To be submitted by the bidder)

1.	Name of the company	
2.	Registered address	
3.	Phone Number	
4.	Fax Number	
5.	E-mail ID	
6.	Name & Contact details of firms for which similar Security Work has been done	
7.	technical capabilities including the total number, gender distribution, and qualification profile of security personnel currently employed	
8.	Details of Registration of company	

Note: This shall be submitted by the bidder. This should be a brief introduction, background, company details, credentials, VAT & other registration and past performance of the bidder. They may attach any other documents such as company profile, company brochures, achievement of the company etc.

(Signature of the authorized signatory)

Dated _____

Name and address of the Agency_____

(Seal of the firm)