

**GCMMF LTD. ANAND**  
**Administration Department.**

**Enquiry for Security Service.**

We require Security services rates from the established Security service provider having atleast 10 years experience in Security services. The interested parties may send their rates in seal cover to Sr.Manager (Admn & CS), HO Anand on or before 12-3-2018 as per below format.

**Note:** The inclusion of the vendor for enquiry is as per the decision of GCMMF from time to time.

**The envelop should be addressed to:**

**Sr.Manager(Admn & CS)**

**GCMMF Ltd.**

**Amul Dairy Road.**

**Anand-388001. Gujarat.**

**(ON LETTER HEAD OF SECURITY AGENCY)**

TO  
Sr.Manager (Admn & CS)  
GCMMF Ltd  
Amul Dairy Road  
Anand.

**Sub: Application for Security Services to be provided to your establishment.**

Dear Sir,

This has reference to enquiry inviting application for providing security services to your establishment.

We are providing following details with documents of our security services for your kind consideration.

<b>Sr.no.</b>	<b>Particulars</b>	<b>Details</b>
1	Name and complete address of the Security Agency.	
2	Name of Partner/Proprioter/Director & Copy of partnership deed/Memorandum of Association.	
3	Private Security Guard Act Registration No.	
4	Registration certificate under Bombay Shops & Establishment Act for registered office/Head office and for Anand office.	
5	Provident Fund Code & allotment letter	
6	PAN No.& copy of certificate	
7	Service Tax No.& copy of certificate	
8	ESI Code & allotment letter	
9	Professional Tax registration no. & certificate	
10	License to engage in the business of private security agency(DGR) by state government's competent authority	

11	Name and address of establishment where 30 or more security guards provided	
12	Total years of experience of providing security services.	

Place:

Date:

---

Signature

**Details of Security Guards and Supervisor charges..**

<b>Sr.no.</b>		<b>Security Guard Charges per day.</b>	<b>Security Supervisor Charges per day.</b>
1	<b>Basic</b>		
2	<b>DA/Special Allowance</b>		
3	<b>PF</b>		
4	<b>Gratuity</b>		
5	<b>Bonus</b>		
6	<b>Workman Compensation</b>		
7	<b>Uniform Charges</b>		
8	<b>Contractor's liability towards employees deposit linked insurance &amp; Administrative charges.</b>		
9	<b>Supervisor allowance</b>		
10	<b>Service Charges</b>		
11	<b>Relieving charges/leave salary</b>		
12	<b>Police verification charges</b>		
13	<b>Training charges</b>		
	<b>Rate for 26 days</b>		
	<b>Rate per month</b>		

**note: Service Tax and other statutory tax extra as declared by government from time to time.**