



राष्ट्रीय समुद्र प्रौद्योगिकी संस्थान
NATIONAL INSTITUTE OF OCEAN TECHNOLOGY



पृथ्वी विज्ञान मंत्रालय, भारत सरकार
(Ministry of Earth Sciences, Government of India)

एन आई वो टी केम्पस, वेलचचेरि तामबरम रोड, नारायण पुरम, पल्लिकरणै, चेन्नै - ६०० १०० भारत.
NIOT Campus, Velachery - Tambaram Main Road, Narayanapuram, Pallikaranai, Chennai - 600 100 INDIA.

Phone: 91 44 66783300 / 66783307 / 66783310 Fax : 91 44 66783308

Email : admin@niot.res.in

Expression of Interest

National Institute of Ocean Technology (NIOT) is an autonomous body of Ministry of Earth Sciences (MoES), Government of India. NIOT invites “**Expression of Interest**” (EoI) for providing security services in its campus located at Pallikaranai, Chennai - 600100 and field units at Chennai Port/Ennore/Cuddalore/Kalpakkam/Nellore and other coastal areas. The pre-qualification criteria are available on the website <http://www.niot.res.in>. **EoI** in prescribed format supported by requisite documents must reach the Senior Administrative Officer, NIOT at the above address not later than 10/11/2014 in a sealed cover super scribed as “**Expression of Interest**”. Tender document will be issued only to such agencies who fulfill the criteria, in the opinion of NIOT, upon verification of EoI and quality service at units served by them.

DIRECTOR

NATIONAL INSTITUTE OF OCEAN TECHNOLOGY
Chennai -600100

National Institute of Ocean Technology (NIOT) is an autonomous body of Ministry of Earth sciences (MoES), Government of India. NIOT invites “**Expression of Interest**” (EoI) to provide security services for its campus located at Pallikaranai, Chennai - 600100 and field units at Chennai Port/Ennore/Cuddalore/Kalpakkam/Nellore and other coastal areas.

The requirement of the Institute is expected to be as in the table below.

Sl. No.	Rank	No. of personnel deployed			
		ESM	Civil	Lady	Total
(i)	Security Supervisor	05	Nil	Nil	05
(ii)	Head Guard	05	Nil	Nil	05
(iii)	Security Guard	03	62	02	67
	Total	13	62	02	77

On expiry of the present contract, for its future requirements, the Institute proposes to engage a reputed agency fulfilling the following criteria.

- (i) Locations of service : Pan India
- (ii) Experience as security provider : Minimum 5 years
- (iii) No. of Security personnel employed : Minimum 500
- (iv) Establishments where service provided : Minimum 3 reputed companies or Govt. establishments where at least 30 security personnel are engaged daily in all the shifts taken together
- (v) Average Annual Turnover (3 years) : Rs.03 crores

- (vi) Private Security Regulation Act -2005 Licence: : Number
- (vii) EPF Registration : Current
- (viii) ESI Registration : Current
- (ix) Service Tax Registration : Current
- (x) Income Tax PAN : Required
- (xi) Gratuity Act Registration : Current
- (xii) ISO Certification : Desirable
- (xiii) Group Insurance : Required
- (xiv) Age/Qualification of Security Guards : 20 to 45 Years /
Matriculation level
- (xv) Age/Qualification of Head Guards : 25 to 50 Years /
10 + 2 level
- (xvi) Age/Qualification of Security Supervisor : 35 to 55 Years /
Graduation level
- (xvii) Physical Fitness : Robust
- (xviii) Staff Salary : Minimum Wages
Act Central Govt., issued
by the Chief Labour
Commissioner / DGR rates
for Ex-SM

Such agencies who fulfil the aforesaid pre-qualification criteria may submit **EoI** in the format at Annexure 'A' supported by requisite documents. The **EoI** should be enclosed a sealed cover addressed to the Senior Administrative Officer, National Institute of Ocean Technology, Velachery - Tambaram Road, Pallikaranai, Chennai - 600100 superscribed as “**Expression of Interest**”. Last date of submission of EoI is 10/11/2014. Tender document will be issued only to such agencies who, in the opinion of NIOT, fulfil the criteria upon verification of EoI contents and quality service at units served by them.

“EXPRESSIONS OF INTEREST” NOT ACCOMPANIED BY ANY OF THE DOCUMENT MARKED BY ASTERISKS (**) IN THE PRESCRIBED FORMAT WILL NOT BE CONSIDERED FOR EVALUATION.

ANNEXURE -A

NATIONAL INSTITUTE OF OCEAN TECHNOLOGY CHENNAI – 600 100

Expression of Interest as Security Agency

Name of the Security Agency			
Name of the contact person (s)			
Full office address			
Contact numbers	Telephone		
	FAX		
	Mobile		
Constitution of the Firm/Company/ Society/Partnership/ Proprietorship and year of constitution. (**)			
Experience as Security service provider (in months)			
No. of personnel in employment	Category	ESM	Civil
	Managerial		
	Supervisory (Office)		
	Supervisory (Security)		
	Head Guards		
	Security Guards		
	Others(Clerical& MTS)		
Place of 24*7 Chennai Control Room			
Locations where service provided	Organis ation /Unit		Place
Address of Chennai Training Centre			
Annual Turnover (* *) (Acceptable proof is a certificate from Chartered Accountant)	2011-12	Rs.	
	2012-13	Rs.	
	2013-14	Rs.	

(**)Names of the Government Departments/ Undertakings AND/OR other reputed organization with whom contract for more than 30 security personnel per day (<i>all shifts taken together</i>) is current. (<i>attach separate list if necessary along with copies of orders placed on them</i>)	Organization	No. of persons employed under the contract	Contract Annual Value Rs.
	1.		
	2.		
	3.		
	4.		
Group Insurance	Policy No		
	Annual Premium in INR		
	Insurer		
	Date of Expiry		
	No. of persons covered		
Service Tax Registration No.(**)			
P.F Code No.(**)			
PAN No.(**)			
Contract Labour Licence No. (**)			
Private Security Agency Registration Licence No. (**)			
ISO Certificate	Standard		
	Certifying Body		
	Certificate No		
Conviction, if any, of the agency or its Sole Proprietor/ Partner/Director in criminal cases?	Cases No		Court

() Attach proof**

Date :

Authorised Signatory
(affix office seal)