

**Por/Admn/815/1/2016**  
**High Commission of India**  
**Port Louis**  
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**Tender Notice**

POR/815/01/2016

Dated: 31.12.2018

**Subject: Hiring of Local Security Guard (LSG) for High Commission of India, Port Louis, Mauritius**

The High Commission of India invites financial bids from reputed registered private Local Security Guards (LSG) companies for providing Five Security Guard on hiring basis to ensure security of the premises of the High Commission of India.

2. The minimum quality parameters needed to meet our requirement of Security Guards is as follows:

- **Age:** An LSG should not be more than 50 years of age.
- **Educational Qualification** - An LSG should have attended education at least upto 10th Standard or matriculation equivalent.
- **Physical and Mental Fitness:** An LSG should be physically and mentally fit. The LSG should not suffer from an apparent disability including obesity/overweight. The provider should submit Medical Fitness Certificate in r/o of every LSG from an authorized medical practitioner.
- **Character & Antecedents verified:** The service provider should provide only such LSG who has been vetted by local government's security department(s) in terms of past record, character and antecedents. The service provider should be able to provide background details of the LSGs and also proof of their vetting.
- **Uniform:** LSG should perform their duties in smart uniforms and their overall appearance should be neat and clean.
- **Training:** LSG should possess training in basic security duties such as access control and anti-sabotage checks (of person, baggage and vehicles) including the basic security tools such as HHMD, DFMD, monitoring CCTV, baggage and letter scanners etc. He should possess knowledge of the potential threats to a foreign Mission/Post in general terms and also knowledge of what is "suspicious" in terms of men and material in the given local context.
- **Supervision:** Service provider should have provisions for real time checks of functioning of the LSGs to ensure that the quality of the provided staff and the service they render is always above the benchmark. The provider should be able to provide proof of this to the Mission.
- **Knowledge of Language:** Besides the local/native language, LSG should have rudimentary working knowledge of either English or Hindi.
- **Registration:** The private service provider should provide proof of compliance as regards local laws and statutory regulations in running a private security company.
- **Other clients:** A security company desirable of providing service to our Mission/Post should be willing to furnish information about its other clients including period and type of service rendered in broad terms.
- **Service conditions of the LSGs:** The security company should agree to provide us details of salary, gratuity, allowances, leave etc. it permits for its LSG.
- **Option to choose:** An interested security company should agree and be able to provide a choice of persons three times our requirement to interview and choose from.
- **Rotation of staff:** Subject to above condition, the company should have sufficient LSGs on its roll so that the staff is rotated every 4 months.
- **The company should provide the following information in descriptive terms along with supporting documents and records:**

(i) List of other clients the Company is serving in terms of supply of LSGs in the host country and other countries to ascertain the level of global security knowledge and experience the bidder has.

(ii) Past experience, service history, achievements of the company

(iii) Evidence of registration of the company under relevant statutory regulations such as labour laws applicable in the host country (if registered under more than one law, the same be furnished).

(iv) Evidence of range of security services provided

(v) Size of the reserve pool of men and logistics such as response teams, patrol vehicles / security equipments / control room facilities / communication equipments under use etc.

(vi) Attrition rate of security guards and security supervisors (the average period for which a security guard remains with the company).

(vii) Training Facilities: 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?

(viii) Industry certification obtained by the company for its quality & Company's relationship with local police.

(ix) Scope and limit of liability of the company.

(x) Take home pay and allowances of the security guards

3. The High Commission of India invites sealed tenders for hiring of Local Security Guard as detailed above. The bid should clearly indicate cost for each guard separately. The High Commission would indicate in advance the exact number of guards to be deployed. The sealed envelopes should be marked as "Security Services for High Commission of India" and addressed to Mr. Amit A. Shukla, Head of Chancery, High Commission of India, 6<sup>th</sup> Floor, L.I.C. Building, Port Louis. The last date to submit the tender document at High Commission of India is **14:00 hrs. on 22.01.2019** (Tuesday). Ms. Urmila may be contacted for any further queries/clarifications at Tel. No. 52596416 or by sending email to: [admn.portlouis@mea.gov.in](mailto:admn.portlouis@mea.gov.in)

4. The High Commission of India does not bind itself to accept the lowest tender and reserves the right to reject any tender without assigning any reasons.

High Commission of India  
6<sup>th</sup> Floor, LIC Building  
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Port Louis Mauritius P.O. Box 162  
Tel No. +230 208 3775/76, 208 0031 / 59551787  
Fax No. +230 208 6859  
Email: [admn.portlouis@mea.gov.in](mailto:admn.portlouis@mea.gov.in)  
**Officer-in-Charge: Urmila, Attaché (Admin)**

The High Commission of India invites financial bids from reputed registered private Local Security Guards (LSG) companies for providing one Security Guard on hiring basis to ensure security of the premises of the High Commission of India.

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3. The High Commission of India invites sealed tenders for hiring of one Local Security Guard. The sealed envelopes should be marked as "Security Services for High Commission of India" and addressed to Mr. Amit A. Shukla, Head of Chancery, High Commission of India, 6<sup>th</sup> Floor, L.I.C. Building, Port Louis. The last date to submit the tender document at High Commission of India is 14:00 hrs. on 28.06.2016 (Tuesday). Mr. Kailash Chander Bhatt may be contacted for any further queries/clarifications at Tel. No. 2082295 or by sending email to: [hciadm@intnet.mu](mailto:hciadm@intnet.mu).

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(Amit A. Shukla)  
Head of Chancery

The High Commission of India invites financial bids from reputed registered private Local Security Guards (LSG) companies for providing one Security Guard on hiring basis to ensure security of the premises of the High Commission of India.

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- **Rotation of staff:** Subject to above condition, the company should have sufficient LSGs on its roll so that the staff is rotated every 4 months.

3. The High Commission of India invites sealed tenders for hiring of one Local Security Guard. The sealed envelopes should be marked as "Security Services for High Commission of India" and addressed to Mr. Mayank Singh, Head of Chancery, High Commission of India, 6<sup>th</sup> Floor, L.I.C. Building, Port Louis. The last date to submit the tender document at High Commission of India is 14:00 hrs. on 16.03.2016 (Wednesday). Mr. Kailash Chander Bhatt may be contacted for any further queries/clarifications at Tel. No. 2107505 or by sending email to: [hciadm@intnet.mu](mailto:hciadm@intnet.mu).

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(Mayank Singh)  
Head of Chancery

The High Commission of India invites tender from private Local Security Guards (LSG) companies for providing one Security Guard to ensure the security of staff and property/premises at the High Commission of India.

2. Private LSG providers who are willing to participate in the tender process are required to possess following criterion:

- (a) They should be registered with Govt. of Mauritius for running a private security company.
- (b) They should provide the LSGs who,
  - (i) are not more than 50 years of age and are physically and mentally fit without any apparent disability including obesity/overweight etc;
  - (ii) have rudimentary knowledge of Hindi or English besides local language, Creole; and have neat and clean appearance in smart uniforms in duties;
  - (iii) have been duly vetted by Govt. of Mauritius in terms of their past records, character and antecedents (proof of vetting should be enclosed);
  - (iv) may possess basic security training such as access control, anti-sabotage checks (of person, baggage and vehicles), handling of basic security tools such as HHMD, DFMD, monitoring CCTV, baggage and letter scanners etc including knowledge of what is 'suspicious' in terms of men and material in local context and potential threats to a foreign Mission in general terms.
- (c) They should be willing to furnish following information/details to this Mission as and when required:
  - (i) period and type of service rendered in broad terms etc to its other clients;
  - (ii) details of salary, gratuity, allowances, leave etc. permissible to its LSGs.
- (d) Regarding the LSGs, this Mission should be provided a choice of persons three times the requirement to interview and choose from and the right for retaining a particular LSG for good performance. Further, the LSGs should be rotated every four months.
- (e) They should have supervisory mechanisms to ensure that the quality of services of the provided LSGs are always above benchmark and the proof of the same should be provided to this Mission.

3. The High Commission of India invites sealed tenders for appointment of one Local Security Guard. The sealed envelopes should be marked as "Security Services for High Commission of India" and addressed to Mr. Mayank Singh, Head of Chancery, High Commission of India, 6<sup>th</sup> Floor, L.I.C. Building, Port Louis. The last date to submit the tender document at High Commission of India is 14:00 hrs. on 04.03.2016 (Friday). Mr. Kailash Chander Bhatt may be contacted for any further queries/clarifications at Tel. No. 2107505 or by sending email to: [hciadm@intnet.mu](mailto:hciadm@intnet.mu).

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(Mayank Singh)  
Head of Chancery