

Registration of Security Agencies for providing best security services at TDI Project at our Dahej Site

With reference to our advertisement in The Times of India dated: 18/10/2012, competent and desirous placement agencies are requested to go through the below mentioned information / guidelines / selection criteria and send their duly completed competitive offers latest by 25/10/2012.

- a) **Our Objective :** To short list reputed security agencies, who would provide us best security services for our TDI Project at Dahej site. The present tentative requirement of security staff is 25 to 30 per day of various categories.
- b) **The Methodology of Selection of the Security Agencies :**
Quality cum Cost based Selection (QCBS) process will be adopted for the selection of Security Agencies and for the final award of the contract. All the proposals will be assessed keeping in view two aspects **1) Quality of the services to be rendered by security agency 2) Cost offered by the Security Agency.**

The desirous Security Agency shall have to now submit their Technical (Quality) details in sealed envelope. First, the evaluation of Technical (Quality) Proposal will be carried out and only the qualifying agencies as per the norms of the Company will be informed to submit their Financial (Cost) proposals at a later date. The final selection of the party for the award of the contract will be based on merging of the scores obtained in Technical (Quality) and Financial (Cost) evaluations. Wherein, the weightage of the Technical (Quality) score will be 75% and Financial (Cost) score will be 25%. The factors which will be considered for Technical (Quality) evaluations are as under.

Technical (Quality) evaluation Criteria

Sr. No.	Particular	Points	Description	Documents Required
(1)	(2)	(3)	(4)	(5)
1	Turnover of the Agency.	Points Out of <u>10.</u>	(turnover) > Rs.300 Lacs < Rs.300 but ≥ Rs.200 Lacs. < Rs.200 but ≥ Rs.100 Lacs.	Audited balance sheet or Income Tax assessment copies of last 2 financial years.
2	IT based security experience in providing security service. (i.e. use / applications of electronic surveillance systems and biometrics based Access Control & Attendance system and also the use of electronic gadgets like HHMD,DFMD, Explosive	Points Out of <u>15.</u>	<u>Years of Experience</u> > 5 years < 5 years, but ≥ 4 years.	The copies of work orders or certificates given by various companies to calculate the nos. of years of experience.

Sr. No.	Particular	Points	Description	Documents Required
(1)	(2)	(3)	(4)	(5)
	Vapor detector, Walkie Talkie system, etc.)	5 Points	< 4 years, \geq 3 years	
3	Executed contract in any manufacturing/process industries above Rs. 50 Lacs	Points out of 25 25 Points 15 Points 10 Points	Executed contract value _____ > Rs. 200 Lacs > Rs. 200 but \leq Rs.100 Lacs > Rs. 100 Lacs but \leq Rs. 50 Lacs	Copies of work order of last 2 financial years.
4	The agency should have best training institute with required facilities/ infrastructure for training security staff.	Out of 10 points.	The agency having satisfactory facilities & infrastructure will get full points.	The proprietor shall have to produce undertaking having such facilities with various photographs of training centres.
5	References given by minimum 02 reputed clients whose annual turnover is more than Rs.300/- crore.	Out of 20 points.	Actual references will be obtained by the Company and points will be given accordingly after due analysis.	--
6	Presentation on Security Plan (*)	Out of 20 Points.	Presentation before management committee	Based on points given by the committee
	TOTAL	Out of 100 points		

(*) Initially, the evaluation will be done on first 5 criteria i.e. from Sr. No.1 to 5 of above table, which consist of total 80 points. The agency scoring more than 60% & above points out of 80 points will be called for TDI Site visit & presentation. Finally quality bids will be evaluated which will include the criteria mentioned at Sr.No.6 of above table i.e. "Presentation of Security Plan" and finally the agencies scoring 60% and more points out of 100 points will be asked to submit the Financial proposals.

Financial evaluation Criteria

This is only technical (quality) evaluation process. Hence, please do not send any cost related proposal now. The short listed agencies will be informed separately for submitting financial bid.

Combined Quality and Cost Evaluation

The total score shall be obtained by weightage average of the quality and cost scores out of 100% and adding them. The weightage for quality score will be 75% and cost score will be 25%.

- c) As mentioned in the above table, the shortlisted agencies based on quality evaluation shall have to visit our TDI Project at Dahej site & make Power Point presentation on security plan, proposing minimum manpower requirement using more technological applications (Hi-Tech security) to curtail the requirement of manpower & create effectiveness in security services.
- d) The last date of submission/ receipt of the duly completed offer is _____. The Technical (Quality) proposal is to be submitted in a sealed envelope. The proposals that are not submitted in time, not submitted in sealed envelope as mentioned above, submitted without required documents or with insufficient information will not be considered for the evaluation process
