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Government of India,
भारत सरकार

Ministry of Corporate Affairs,
कारपोरेट कार्य मंत्रालय

Office of the Official Liquidator, Attached to Rajasthan High Court,

कार्यालय शासकीय समापक, अधिनस्थ राजस्थान उच्च न्यायालय

'Corporate Bhawan' G-6-7, Residency Area, Civil Lines, Jaipur-302006.

"कारपोरेट भवन" जी - 6-7, रेजीडेंसी एरिया, सिविल लाईन्स, जयपुर-302006

NOTICE INVITING TENDERS

FOR EMPANELMENT OF SECURITY AGENCIES

The applications are invited in the prescribed format from the Security Agencies having licence as per Rajasthan Private Security Agencies (Regulation) Rules, 2006 to provide security services to the properties of the Companies in liquidation under the Jurisdiction of Rajasthan High Court at Jaipur Bench. The Security Agencies desirous of empanelment may submit the applications along with the copies of the documents within 15 days of publication of this Notice to the Official Liquidator, Attached to the Rajasthan High Court at the address mentioned above. The Security Agencies who may be empanelled on the Roll of Official Liquidator, Jaipur is required to deposit an amount of Rs. 2 lakh as Security Deposit. The detail of the terms and conditions of the empanelment is available in the Office of Official Liquidator, Jaipur and in the Ministry Website www.mca.gov.in.


(R.K.MEENA)

OFFICIAL LIQUIDATOR
JAIPUR

TERMS AND CONDITIONS OF THE EMPANELMENT OF THE SECURITY AGENCIES ON THE ROLL OF OFFICIAL LIQUIDATOR, ATTACHED TO RAJASTHAN HIGH COURT AT JAIPUR BENCH, JAIPUR.

1. The Security Agency shall maintain an Attendance Register for the guards deployed and the Attendance Sheet shall be produced for verification before the Official Liquidator once in a month without fail.
2. The guards shall maintain a Register and only after entering the particulars, the Visitors shall be allowed to enter into the premises.
3. No one should be allowed to enter Company's premises except on production of the Authority letter issued by the Official Liquidator.
4. The Security Agency shall be entirely responsible for posting/deployment of guards at the premises of the Companies in liquidation.
5. The Security Agency shall be liable for any loss/damage caused except for the reasons beyond the control of the Security Agency to the properties of the Companies in liquidation and will be deducted from the Security Deposit. In case loss/damage caused is more than the Security Deposit, the Security Agency shall also be liable to indemnify the loss/damage caused above the Security Deposit.
6. The payment of the security guard shall be at the rates approved by the Hon'ble Court and no other allowances/perquisites be provided.
7. The Security Guards deployed shall wear proper Uniform generally in practice.
8. The services of the Security Agency are liable to be terminated if during an inspection conducted by the Official Liquidator, any serious irregularities are found in providing Security services and also security deposit is liable to be forfeited.

9. The Official Liquidator reserves the right to deploy/alter/terminate the services of any Security Agency if circumstances suggest subject to approval of the Hon'ble Court.
10. Any kind of mishappening occurred at the premises of the Companies in liquidation, the Security Agency shall inform immediately to the Official Liquidator and the concerned S.H.O.
11. The Security Agencies are required to deposit an amount of Rs. 2 lakh as Security Deposit at the time of empanelment.


(R.K.MEENA)
OFFICIAL LIQUIDATOR
JAIPUR

FORMAT OF APPLICATION FOR EMPANELMENT OF PRIVATE SECURITY AGENCIES.

1.	Name of the Security Agency	
2.	Address, contact telephone numbers and e-mail address	
3.	Year of establishment (with proof)	
4.	Status of the firm (Whether Private Limited company/ Public limited company/ partnership firm)	
5.	Name(s) of Directors/Partners	
6.	Whether Registered with the Registrar of Companies/Registrar of Firms, If so, mention number and date.	
7.	Whether registered in accordance with Rajasthan Private Security Agencies (Regulation) Rules, 2006	
8.	Whether registered for sales tax purposes, if so mention number and date. Also furnish copies of sales tax clearance certificate.	
9.	Whether registered for service tax purposes. If so, mention number & date.	
10.	Whether an assessee of Income Tax. If so mention Permanent Account Number. Furnish copy of last 03 years income tax return.	
11.	Whether registered with EPF organization?	
12.	Whether registered with ESI corporation?	
13.	Whether complying with applicable Minimum Wages Act?	
14.	Name & Address of Bankers	
15.	Capacity to provide the services in terms of manpower, weapons & accessories, financial fundamentals as also the record on statutory compliances	

16.	No. of supervisory/ office staff available in different locations	
17.	Whether able to provide guards at all locations including Rural Area throughout the country.	
18.	Details of past record	
19.	Whether registered/empanelled with other Government organization/nationalized banks etc. for providing security guards. If yes, give name of organization. no. of guards deployed, contact person and his/her telephone numbers.	
20.	Any other relevant information you wish to include.	

Alongwith the application the copies of the following documents need to be enclosed:

- (i) Copy of Registration of company/firm.
- (ii) Registration of the firm in accordance with Rajasthan Private Security Agencies (Regulation) Rules, 2006
- (iii) Service Tax Certificate
- (iv) EPF Certificate
- (v) ESI certificate
- (vi) Shops & Establishment Act Certificate
- (vii) Documents proving compliance of Minimum Wages Act, 1948 & Central Rules
- (viii) Latest Income Tax Clearance Certificate and Pan No.
- (ix) Charges per security guard per month as per latest minimum wages prescribed by the Central Government



(R.K. MEENA)
OFFICIAL LIQUIDATOR
JAIPUR