

**GOVERNMENT OF INDIA
MINISTRY OF CORPORATE AFFAIRS
OFFICE OF THE
OFFICIAL LIQUIDATOR
HIGH COURT OF DELHI**

8TH FLOOR, LOK NAYAK BHAWAN,
KHAN MARKET, NEW DELHI
Tel No. 24693315 / 24693314 (Fax)

No.OL/Estt/Empanel/Security/2013

Dated 13.11.2013

**NOTICE INVITING TENDERS
FOR EMPANELMENT OF SECURITY AGENCIES**

The Official Liquidator invites applications for empanelment from the private security agencies registered under the Private Security Agencies (Regulation) Act, with the necessary infrastructure to provide security services for industrial units and other establishments, to provide Security Services to the properties of the companies in liquidation. Security agencies desirous of empanelment may submit the applications in the following format along with the copies of the documents within 15 days of publication of this Notice to the Official Liquidator attached to the Hon'ble High Court at the address mentioned above. The final empanelment will be subject to the confirmation of the Hon'ble High Court of Delhi.


**OFFICIAL LIQUIDATOR
HIGH COURT, DELHI**

FORMAT OF APPLICATION FOR EMPANELMENT OF PRIVATE SECURITY AGENCIES.

1.	Name of the Security agency	
2.	Address, contact telephone numbers and e-mail address	
4.	Year of establishment (with proof)	
5.	Status of the firm (Whether Private Limited company/Public limited company/partnership firm)	
6.	Name(s) of Directors/Partners	
7.	Whether Registered with the Registrar of Companies/Registrar of Firms, If so, mention number and date.	
8.	Registration No. in accordance with Private Security Regulation Act, 2005 (submit proof)	
9.	Whether registered for sales tax purposes, if so mention number and date. Also furnish copies of sales tax clearance certificate.	
10.	Whether registered for service tax purposes. If so, mention number and date.	
11.	Whether an assessee of Income Tax. If so mention Permanent Account Number. Furnish copy of last 03 years income tax return.	
12.	Whether registered with EPF organization?	
13.	Whether registered with ESI Corporation?	
14.	Whether complying with applicable Minimum Wages Act?	
15.	Name & Address of Bankers	
16.	Capacity to provide the services in terms of manpower, weapons & accessories, financial fundamentals as also the record on statutory compliances.	
17.	No. of Supervisory /office staff available in different locations.	

18.	Whether able to provide guards at all locations including rural through out the country.	
19.	Details of Past Record	
20.	Whether registered/empanelled with other government organization/nationalised banks etc. for providing security guards If yes, give name of organization, no. of guards deployed, contact person and his/her telephone numbers.	
21.	Capacity and capability to provide guards immediately even on 'phone calls.	
22.	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 Private Security Regulation Act, 2005
- (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