



To, Code: 902431 Name: PREMIER VIGILANCE & SECURITY PVT.LTD Address: 6/4,Acharya Jagadish Chandra Road Calcutta : 700017 Tel: 22874015/4016 Mobile: Email: accounts@pvsindia.in GSTIN : 19AABCP5848B1ZF State Code: 19 State: West Bengal	Order No.: 4500369962 Date: 10.08.2021
	Delivery Contact: ABP Pvt. Ltd. Paribahan Nagar, Matigara, Siliguri INDIA GSTIN : 19AACCA4609E1ZY State Code: 19 State : West Bengal
	Alternate Contact: P. Gupta Tel: Email:

We are pleased to place our order on you as under:

Currency: INR

Sr. #	Description	HSN / SAC	Qty	UoM	Price/Unit	Value	Tax Type & Rate	Tax Amount
1	<p>AMC Security Service-Siliguri Jul-Dec'21</p> <p>AMC: Security Service of ABP (P) Ltd. at Siliguri office including Parking Area</p> <p>Contract Period: 01.07.2021 to 31.12.2021 for 6 months.</p> <p>Security service provider will have to provide entire security solution including taking care of fire detection and protection for:-</p> <p>ABP, Siliguri Branch office, Siliguri-734001</p> <p>Scope of Work:</p> <p>01. Security Checks at Entry/Exit gate:- Ensure all persons entry/ exit time is recorded and to check identity of all persons.</p> <p>02. Visitor Handling:- At the reception gate, proper record and documentation to be maintained for entry and exit of all visitors.</p> <p>03. Report Exception:- You shall report to the administrator in writing any exception and unusual circumstances/ incidents that has happened or may happen in the premises namely accident or injury or any untoward incident, possible threat etc. which require prompt attention from the management. It may be noted here that Smoking inside the building & periphery is Strictly Prohibited.</p> <p>04. Co-ordinate External Calls:- You shall be required to take calls and</p>	998525	1.000	AU	297,306.00	297,306.00	Input CGST 9% & SGST 9%	26,757.54 26,757.54

<p>co-ordinate with other staff, if any, to handle the same & keep proper messages.</p> <p>05. Office Water observation :- They will daily basis observe office building running water condition. Security will also check Drinking water supplied by vendor. They will ensure adequate water provision and will call vendor for water supply in time to time.</p> <p>06. Observation of office repair & maintainence :- Security will call R&M vendor and ensure urgent repair of office and will supervise work with the help of housekeeping staffs.</p> <p>07. Buffer Newspaper management :- Security will record buffer NP daily basis after weight for incoming and outgoing and disposal. Coordinate & supervise during buffer paper sale to company vendor.</p> <p>08. Courier management :- Security will ensure daily courier dispatch in time with all recording & receive incoming couriers and recording in incoming register.</p> <p>Other Terms:</p> <p>Deployment: The security Agency shall supply uniformed and trained personnel and will use its best to operate the services.</p> <p>Statutory: The security personnel shall be employees of The security Agency and all statutory liabilities e.g., ESI, PF, etc as per attachment #Guide lines on contract labour engagement and its management# should be paid by The security Agency. The security Agency must declare their ESI and PF registration number to ABP. The security Agency shall cover its all security personnel for personal accident and death whilst performing duty. Declarations of payment disbursement date, submission of PF and ESI to appropriate authority are to be submitted to ABP in every month along with</p>						
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monthly bill.							
IMPORTANT POINTS <hr/> <p>Following points are to be specially noted carefully regarding Security Services.</p> <p>Each service should not be more than 8 hours a day.</p> <p>Ensure proper handover of pending work / duty during daily shift change and before taking leave.</p> <p>Delivery Date:10.08.2021</p> <p><u>Service item overviews as follows:</u></p>							
AMC Security Service-Siliguri Jul-Dec'21		6.000	AU	49,551.00			
Total Net : (Amount includes all applicable Taxes)							350,821.08
Amount in words : Three Lakh Fifty Thousand Eight Hundred Twenty One Rupees Eight Paise							

Tolerance: Over Delivery-0.0 % and Under Delivery-0.0 % Order Validity Period: 01.07.2021 to 31.12.2021

Your's faithfully,

Authorised Signatory