



# SANKALP SECURITY & FACILITIES

Ghatkopar East  
Mumbai - 400075

Tel : 8286386013  
Mob : 9167888515

SECURITY SUPERVISOR



BODY GUARDS



SECURITY GUARDS

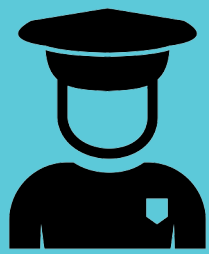


LADY GUARDS



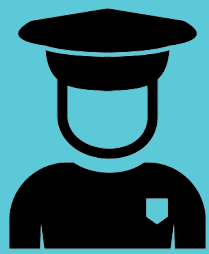
HOUSEKEEPING/HOMESERVICES





## Company Profile

Name of Company	: SANKALP SECURITIES AND FACILITIES
Office Address	: Shop No.LG-11, Suchita Business Park, BMC Market, Ghatkopar Station Road, Ghatkopar (E), Mumbai 400075.
Office Phone No.	: 8286386013
Name of Proprietor	: Pankaj B. Chaudhary
Mobile No.	: 9167888515
Shops & Establishments	: 820173897/N Ward Commercial
GST No.	: 27AZVPC9203HIZ4



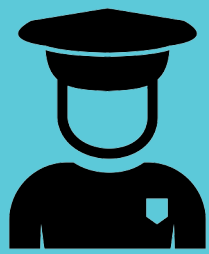
## **Security.**

*In today's modern and advanced world, security is everyone's primary and top concern. Starting from the safety of our loved ones to the security of our assets, properties, and other valuable belongings, each and everything is important and can't be ignored. In order to provide utmost security for all our belongings and precious items, one has to rely on a sophisticated, modern, and professional security service provider.*



## **Our Vision**

At Sankalp Security and Facilities abbreviated SSF, our aim is to provide the best and highly efficient security to our customers. Our main focus is on clear and concise communication which enables us to protect your valuables and loved ones round the clock. We combine the on-field experience of our seasoned experts and advanced technology to strive towards perfection across all security aspects. Our ethics, morals, time commitment, and affordability make us stand out from the crowd.



Date: \_\_\_\_\_

To

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### **Subject: Proposal for Security Services**

Respected Sir,

We hereby submit our proposal for Security Management Services. The Profile Quotation and Scope of work are attached.

M/s Sankalp Security Services. We fulfill and comply with all the government statutory requirements. We are pioneers in rendering and services to commercials Establishments, Plants, Factories, Multiplexes, Residential Complexes, construction sites and also providing specialized security to banking Industries. We are in a position to provide higher standard security. We have security-related trained staffs right from top bottom to take utmost care of premises.

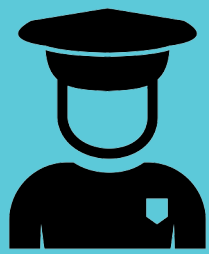
We shall be ensuring training, uniforms, relievers, and all direct and indirect cost of employment.

We will endeavor to carry out fine-tuning of the services based on the specific requirements projected by you during the finalization of the contract.

While ensuring you of excellent quality of our services, we look forward to an opportunity to serve you.

Thanking You and assuring you our best services.

**For Sankalp Security and Facilities**

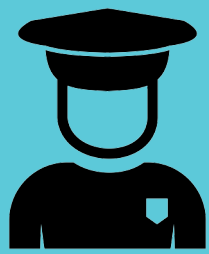


## **Training**

- A well-structured training program comprising customer handling and tackling sudden potential threats such as fire and explosives has made us so thorough.
- SSF provides smartly uniformed, professionally trained, and well-supervised security officers who are responsible for the security and safety of assets, personnel, and property against loss due to theft, pilferage, intrusion, fire, flooding, or an accident.
- We impart skills in protection; combat, firefighting, material control, and soft skills such as courtesy and positive attitude are molded into them. Our security consultants can advise you on the type of system that will deliver the best results for your situations.

## **Covid-19 Precautions and Protocols**

- Due to the outbreak of Covid-19 in the last two years security and safety of one's health has also become majorly equal to the security of our physical being and valuable assets.
- Keeping this in mind SSF takes precautions to keep Vaccinated staff only and regular Covid Tests are done to ensure the safety of our guards as well as civilians.
- The staff is trained thoroughly to practice Covid-19 guidelines themselves and also to make the residence of the building follow rules such as Regular temperature checks at the entry, Proper application of masks, No unnecessary crowding in the lobby, etc.

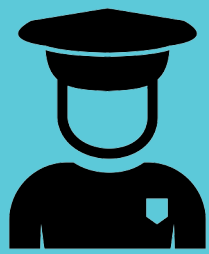


## Unarmed Security

- Unarmed security guards operate on the principle of 'benefit of deterrence', which means that they can effectively ward off any potential threats with the right use of electronics and communication and by efficient patrolling.
- With guards on-site, criminals know that security is in place and that there will be no delay in an emergency service response from the side of the security setup.
- An unarmed security guard can physically patrol a location, monitor an electronic detection system at that location, and respond to any threats efficiently and quickly.
- It is these unarmed security guards that may be deployed at disaster-struck sites or sites where a natural calamity has happened. SSF guards are equipped and well-trained to provide security tailored for such exigencies as well as for routine-life requirements.





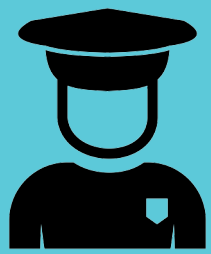


## **Building Security Management**

- The current trend in building security management has shifted more towards pre-emptive security and safety measures like fire protection and building security guards. Once the risks are identified the best way to counter them is to be equipped in order to defend your building against them, therefore up-to-date and versatile security systems contribute to a high level of safety and security.
- Building security management has many components. If you start counting, there are more than nine factors that should be considered and taken care of. Our organizations take care of all the nine verticals and some more. Our security directors first research the risks involved and create a comprehensive plan customized to your expectations and demands.
- After the comprehensive plan is chalked out, the specifics come into the picture. Starting from people and technology to all the small details that need attention, there is a lot that goes into protecting your precious building. Everything from monitoring the access points of the building to settings up political for intercoms, elevators control to keep a close eye on the parking facilities, you need to have, and eyes everywhere and this is not by any means an easy task.

## **Construction Site**

- If you take a close look at the latest report published by the NCIB or the national insurance crime bureau, you will find that abandoned homes along with construction sites are the most vulnerable to crime. This makes clear that there is a need for you to have a comprehensive security solution at your construction sites. If you are the proprietor of the place when your construction crew is not there.
- We understand that no two construction sites are the same and therefore the same plan and strategy won't work everywhere. The strategies we formulate are employed with extreme precision and accuracy at each of our client's sites.

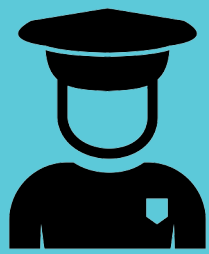


## Housekeeping / Homeservices



- A sparkling clean house is something that everyone desires. However, it is very difficult to attain given the busy schedule of people these days. So, if you do not want to compromise on the cleanliness of your home then you must consider going for a professional home deep cleaning services from Sankalp security and facilities
- Cleaning professionals are trained in carrying out cleaning jobs efficiently. They also have a lot of tools and equipment that can get the job done quickly. You may not have all the tools and equipment or the necessary training to handle special cleaning equipment to clean as efficiently. Therefore, we provide the best professionals to do the job.
- We also provide babysitter/nanny services. Introducing your child to a nanny is a very important step for parents as well as the child. As a parent the anxiety of leaving the child is obvious, but we help in planning and organizing the first interaction of the child with the nanny to help one deal with the anxiety.





**Sub: Quotation for Security Services and other Employees**

Respected Sir / Madam,

We hereby giving our lowest quotation for our given service for 12 hours rate as given below:

Sr. No.	Particulars	Quantity	Rate 12 Hours	Rate 24 Hours
1.	Security Supervisor	1		
2.	Security Guard	1		
3.	Bouncer	1		
4.	Gun Man	1		
5.	House-Keeping	1		
6.	Driver (Per month)	1		

**TERMS AND CONDITIONS (AS PER STATUTORY LIABILITY): -**

Jurisdiction: This Contract is subject to the jurisdiction of Mumbai only.

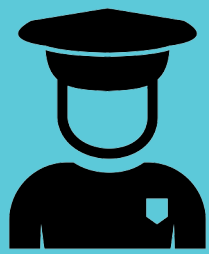
Period of Contract: The contract shall be undertaken for a minimum period of one year.

GST 18% on total bill amount

Thanking you,

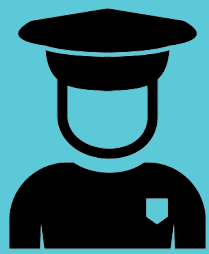
**Yours Faithfully,  
For Sankalp Security and Facilities**

**Pankaj B. Chaudhary  
Proprietor**



## **Scope of Work - Security Services**

1. Ensure a safe working environment for all the persons working on the premises.
2. Secure the client's property at all times as per the contract/agreement.
3. Ensure the safety and security of all assets owned by the clients on the premises.
4. Maintain all Security related logbooks, checklists, and various material and staff monitoring registers.
5. Ensure proper staffing of security persons for 24X7 vigilance of the property and all persons who enter the premises.
6. Ensure proper manning of CCTV system, if in the scope of the contract.
7. Ensure adherence to inward and outward procedures by all concerned.
8. Ensure checking of all staff, guests, and vendors, and their baggage and vehicles.
9. Carry out liaison with the law enforcement agencies.
10. Ensure proper networking with all persons connected to the safety and security of the client's premises.
11. Ensure that all the guards are well trained and carry out a mandatory refresher training program per year.
12. Ensure guards are trained in fire-fighting and first aid procedures are required.
13. Train the security staff to take charge in emergency situations till the authorities arrive.
14. Be aware of the evacuation plan and procedures and carry out mock evacuations practice, half-yearly or as per the client's program.
15. Carry out mock firefighting drills once a quarter.
16. Ensure all the staff of vendors/contractors carrying out work inside the premises carry their ID Cards, approved by the authority designated by the client.
17. Ensure checking of all outgoing vehicles to prevent moving out of unauthorized goods.
18. Train the security guards in general behavior, to be cordial with all the staff, visitors, and vendors/contractors without compromising on compliance of assigned duties.
19. Lodge FIR at local police stations for incidents as per the guidance of the client.
20. Ensure designated QRT/ERT input is in Place as per the client's requirements.
21. Ensure that all the security staff undergoes a continuous training program during the term of the agreement. Training would be given in:
  - Basic Principles of Watch and Ward
  - Basic of Fire Fighting and Safety
  - Basic First Aid
  - Evacuation plan and procedures.



## **Terms and Conditions :**

### **PERIOD OF CONTRACT**

The period of contract will be in force for one calendar year, with provisions to extend the same under the mutual understanding of both parties. If written notice is not received within one month prior to the expiry of the existing contract, then the said contract will automatically term as further valid for a period of one year, with a 10% enhancement of the ongoing contract rates.

### **WORKING HOURS**

The duty hours of the security personnel will be for 8 to 12 hours. In case of non-availability of personnel, due to any reasons, the duties will be carried out by the available manpower under proper supervision. Any additional responsibility given by the management will be met without affecting the normal duties but the same must be intimated in writing by the management and will bear the additional cost as and where applicable on an actual basis.

### **BILLING AND PAYMENT**

We shall raise our bill/invoice on the first of every month and you must remit the payment on or before the 7th of the month so that disbursement of salaries to the security guards can be made from the 10th of every month. A cheque should be drawn in the favor of the company name.

### **RENEWAL OR TERMINATION.**

For renewal of our services, a letter of renewal is required one month prior to the expiry of our contract otherwise will automatically stand as continuous for a fur0074cher period of one calculated calendar year. In case of any queries/negotiations/grievances, the same can be sorted out amicably across the table with mutual understanding.

Either of the parties can terminate by giving one-month prior notice or compensation in live of notice. The final clearance of our bill will be accepted by way of a demand draft. In case of Cheque payment, the same should be handed over to us, 7 days prior to the due date of termination of the contract.



**For Industrial, Housing, Shops, Properties,  
Lockers, House Keeping, Society Watchman  
& All Types of Labour Contractor  
(GHATKOPAR EAST)**

**SANKALP  
SECURITY  
& FACILITIES**