



## COMMERCIAL INVOICE

## PIGEON SECURITY SERVICES WLL

Royal Plaza Mall

Building No. -26, Unit - 418A, Fourth Floor

Street No - 343, Zone-38, Al Sadd, Qatar

Tel: +974 44119532; Fax: +974 44809263

web: www.pigeonsecurity.com.qa

E-mail: sales@pigeonsecurity.com.qa

Invoice To: DANDY COMPANY LIMITED

Invoice No: PGS/DCL - 512

Invoice Date: 30-Apr-2023

Address: Doha , Qatar

Phone: +974 44603600

LPO No: PSS/SGS/2022- 39

Location: PREMIER PLASTIC FACTORY NEW  
INDUSRTIAL AREA STREET - 2

Inv. Duration: Month of April 2023

SCOPE OF WORK	UNIT/DAYS	RATE/MONTH	AMOUNT (IN QAR)
SECURITY GUARD WORK DONE	60	3,300.00	6,600.00
<b>SUB TOTAL</b>	<b>60</b>		<b>6,600.00</b>
Less: Food deduction of worker			-
Add: Invoice Adjustments			-
Less: Advance Payment Received			-
<b>TOTAL</b>			<b>6,600.00</b>

In Words: Six Thousand Six Hundred Qatari Riyals Only.

Please issue the cheque in favor of or, transfer payment to following account;

## PIGEON SECURITY SERVICES

Bank: Qatar National Bank

Account Number : 0250-077705-001


IBAN Number : QA73QNBA000000000250077705001

SWIFT CODE: QNBAQAQA

Payment Terms : 30 days from the date of Invoice submission.


Any discrepancy in Invoice including terms of payment agreed should be notified within one week of Invoice submission.

Thank you for your business!

  
Prepared By:  
Billing Department

  
Checked By:




  
Approved By:  
Manager

Received on behalf of client  
Stamp & Signature

Enclosed : 1. Service Agreement / Job Order / Purchase Order.  
2. Certified time sheet/ time cards received from client.

**received**  
03/05/2023

		M/S PIGEON SECURITY SERVICES WILL																				MONTHLY ROSTER															
		PO BOX# 91782, AL SAAD, DOHA, QATAR																				(CLIENT TIME-SHEET)															
CLIENT NAME		M/S PREMIER PLASTIC FACTORY				JOB #		NEW INDUSTRIAL AREA STREET-2								REQ.D QUANTITY PER DAY								2		MONTH								APRIL		2023	
SN	EMP CODE	NAMES	Shift	Position	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	WORK DAYS		
					SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU										
1	PSS-SG-238	FRANKLINE OMUKHULU O'DAY		GUARD	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	30	
2	PSS-SG-233	WILFRED MENGE APIMA DAY		GUARD	11	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	30	
																																				0	
																																				0	
																																				0	
																																				0	
																																				0	
DAILY TOTAL GUARDS IN THE LOCATION					2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	60	

LEGENDS:

☒ WORKING HRS

☒ Not Mobilized

☒ Absent

☒ NA

☒ Not Applicable

☒ On Job Training

Prepared By:   
Operations Head  
Tel- +974 44119532  
Pigeon Security Services

Approved By:   
Manager  
Pigeon Security Services



Accepted By: For and Behalf of the client

Premier Plastic Factory

Signature:

Name:

Date:

  
30/4/2023

## ACTIVITY: MANPOWER

S.N.	EMP.NO.	NAME	TRADE	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	MO	TU	WE	TH	FR	SA	SU	TOTAL HR	PRESENT DAYS	MONTHLY RATE	TOTAL AMOUNT					
1	POS-62-238	IRANJANI GOURKHU OTENG	SECURITY GUARD	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	3,300	3,300.00
2	POS-93-235	WHIPRED MENOR APINA	SECURITY GUARD	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	12	3,300	3,300.00	
TOTAL				13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37	38	39	40	41	42	6,600.00	

PREPARED BY: 

CHECKED BY: 

APPROVED BY:





**AGREEMENT DOCUMENT**

*Security Services*

*Agreement for the Provision of Security Guarding Services Between*

*Pigeon Security Services W.L.L*

*And*

*Dandy Company LTD*

**CONTRACT NUMBER**  
*PSS/SGS/2022-39*

**DATE**  
*15/01/2023*



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**Security & Guarding Services Agreement**

This Agreement has been concluded on this day **25/01/2023** in the city of Doha between:

**M/s Pigeon Security Services W.L.L**, Commercial Register 157678, P.O Box 91782, Doha, State of Qatar, Tel.+974 44119532, Fax +974 44809263 represented herein by Mrs. Fatima Ali AM Al Hamad, in his capacity as owner.

(Hereinafter referred to as "**PIGEON SECURITY SERVICES** or /and The Company")

And

**M/s Dandy Company Ltd**, Commercial Register 6573, P.O Box 2239, Doha, State of Qatar, Tel.+974 44603600, represented herein by General Manager:

(Referred to hereinafter as "**The Client**")

The **Client** and **Pigeon Security Services** are individually referred to as a "**Party**" and collectively referred to as "**Parties**".

**Preamble**

Whereas, Pigeon Security Services is a company specialized in providing, and licensed to perform the Security Services according to the above-mentioned license and has sufficient experience in this field.

Whereas, the Client desires to contract with a specialized company for supplying of a well-trained security personnel.

Whereas, Pigeon Security Services has agreed to carry out the above-mentioned services and all the required work as per the terms and conditions embodied in this Agreement.

NOW THEREFORE the parties in consideration of the undertakings and commitments of each party to the other set forth herein hereby agree as follows:

**1. Services**

The Company shall provide trained and uniformed Security Personnel to carry out the General Security Duties at the Client's Facility in Doha as schedule below.

**1.1 Location & Number of Guards**

- Premier Plastic Factory, New Industrial Area, Street 02.

02 Male Security Guards Premier Plastic Factory, New Industrial Area, Street 02.

**1.2 Security Coverage & Duty Timing**

01 Security Guard (06:00 AM – 06:00 PM)

01 Security Guard (06:00 PM – 06:00 AM)





12 hours per day / 07 days per week including weekend, public holidays & Ramadan. Duty timings may change, and the number of Day and Night allocation of guards may vary based on client's requirement.

**2. Duration of the Services**

The duration of the contract 01 year of Service from **March 01, 2023** to **February 29, 2024** and extendable thereafter based on mutual understanding and agreement of both parties. The extension notice and agreement to be concluded one week prior to expiry of above mentioned date.

**3. Service Charges**

**QAR 3,300.00/-** per guard per month for 12 hours duty shift.

- Total Monthly Service Charges **QAR 6,600.00** and re-measurable based on number of guards mobilized.

**NB:** Weekly day off reliever cost is included on the above service charges and will be provided by the company and shift shuffling on weekly basis.

**4. Invoice**

The Company will submit the Monthly Invoice to the Client with all appropriate supporting documents and the Client will receive the invoice and issue an acknowledgment of receipt of the invoice.

Any objection by the Client to any such invoice raised by the Company should be made within 03 working days from the date of receipt of the invoice.

**5. Payment Term**

The Client will make necessary arrangement for the payments to the Company against the invoice within **30 days** of the receipt of the invoice.

The payment shall be made by Cheques or Bank Transfer and the Client shall not make any payment to the Security Guards and all the payments will be made to the Company only.

Account Name : Pigeon Security Services W.L.L  
Bank : Qatar National Bank (QNB)  
Branch : Ain Khaled  
Account Number : 0250077705001  
IBAN Number : QA73QNBA000000000250077705001

**6. Termination of the Contract**

Either party may terminate this Contract without cause with no penalty, provided that the written notice is given at least 30 days prior to the intended date of such termination.







**7. Equipment's**

The Company shall provide the necessary equipment to the Security Guards to execute the said Contract. (i.e. Security Guard Report Book, Incident Report Book & Reporting Formats)

**8. Notices**

Any notice required to be given to either Party under this Contract shall be sent to the below address:

**IF TO COMPANY:**

Name: Yubaraj Sharma  
Title: HR Manager  
P.O. Box: 91782  
Doha, State of Qatar.  
Tel No. +974 44119532  
Fax No. +974 44809263  
Mobile No.+974 55069986  
Email: [info@pigeonsecurity.com.qa](mailto:info@pigeonsecurity.com.qa)

**IF TO CLIENT:**

Name: Mohammad Farook  
Title: HR Manager  
P.O. Box: 2239  
Doha, State of Qatar.  
Tel No. +974 44603600  
Fax No. +974 44603700  
Mobile No.+974 33196691  
Email: [farook@dandy.qa](mailto:farook@dandy.qa)

**9. Governing Law & Settlement of Disputes**

This Agreement is governed by and construed in accordance with the Laws of the State of Qatar and in case of any dispute or difference arising between the parties under this Contract, the decision of Competent Court (s) of the State of Qatar will be final and binding.

**10. Force Majeure**

Neither party shall in any circumstances whatsoever be liable to the other party for any delay or failure to fulfil its obligations under this Agreement (other than the payment of money already due at the time) where any such delay or failure is caused in whole or in part by any Act of Terrorism, Biological or Chemical Contamination, Nuclear Risks, or to the extent that any such delay or failure arises from any other cause beyond its control, including, without limitation, fire, floods, acts of God, acts or regulations of any governmental or supranational authority, war, riots.

**11 General Provisions**

- 11.1 The Security Personnel deployed by the Company shall be employees of the Company and the Company shall pay all the expenses to their personnel including but not limited to the monthly salary, accommodation, transportation, medical, insurance, uniforms etc.
- 11.2 The Security Personnel shall perform the General duties of Security Guard at Client's premises as per the requirement.
- 11.3 The Company shall not sub-contract this Contract without the prior written permission of the Client.
- 11.4 Either Party should not recruit the employee of other party.



- 11.5 No modification of this Contract shall be valid unless in writing and agreed upon by both Parties.
- 11.6 This Contract constitutes the entire agreement between the Client and the Company and supersedes any prior understanding or representation of any kind preceding the date of this Contract. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Contract.

**12 Basic Duties and Responsibilities**

- 12.1 Protecting DANDY property and staff by maintaining a safe and secure Environment.
- 12.2 Observing signs of crime or disorder and investigate disturbances.
- 12.3 Acting lawfully in direct defense of life or property.
- 12.4 Apprehend criminals and evict violators.
- 12.5 Take accurate notes of unusual occurrences.
- 12.6 Report in details any suspicious incidents to DANDY facility in Charge.
- 12.7 Patrol randomly or regularly around the area including staff accommodation.
- 12.8 Shift handover to be recorded with transfer of logbooks, attendance, etc.
- 12.9 The Security Personnel shall perform to manage/control traffic within the factory premises.
- 12.10 Respond to emergency situations.
- 12.11 Log guests and manage access.

**IN WITNESS WHEREOF**, the Parties hereto have executed this Contract as of the day and year first above written.

**For and behalf of the Company**

**Pigeon Security Services**

Name: Rajendra Kumar Sharma

Title: Chief Executive Officer

Signature: 

Date:




**For and behalf of the Client**

**Dandy Company LTD**

Name:

Title:

Signature: 

Date:





