

No: RCOEM/ADMIN /SECURITY/2015/61812C1)

28 Dec 2015

M/s Ex-Servivemen's Multipurpose Services (India) Pvt. Ltd.  
Plot No.18/1, IT Park  
Gayatri Nagar  
Nagpur - 440022

**Sub : Work order for providing Security Services at Shri Ramdeobaba College of Engineering And Management ( RCOEM), Nagpur**

Dear Sir,

1. With reference to the above we are pleased to place the work order to provide security services (Security Guards-40 Nos. and Security supervisor-03 Nos.) for premises located at Shri Ramdeobaba College of Engineering an Management, Katol Road, Gittikhadan. Nagpur with effect from 01/11/ 2015 to 31/10/2016 as per details below.
2. Security Supervisor and Security Guards will be paid as per your Quotation present rates of security supervisor is Rs 12668/- pm and Security Guard is Rs 11224/- pm including special allowance of Rs 1275/- pm plus over head charges of 47% on account of PF, ESI, Gratuity, Bonus, Leave, and Service Charges. Service Tax will be as per existing rates. Additional Guards will be provided at the rates - Security Supervisor Rs 473/- per day and Security Guards Rs 315/- per day.

**1. Terms & Conditions.**

- (a) Security Supervisor detailed should be Ex - Serviceman of minimum Havildar rank or equivalent and should be able to read and write in English and Hindi and check Documents.
- (b) Security Guards (male/Female) should be preferably Ex - Serviceman / Ex - Central Police Forces or trained by Security Institutes. They should be minimum matriculate and able to read and write in English and Hindi and check documents and store vouchers and make necessary entries in the Registers.

- (c) ESMS shall provide security arrangement in the premises of RCOEM, round the clock On seven day's week, covering all the shifts and other places as may be intimated and agreed Upon between the parties from time to time as and when required.
- (d) ESMS shall be responsible for the overall security of the Property and the premises of the establishment of College and Temple. ESMS shall ensure that the security staff so deputed in the College and Temple, shall maintain proper records of the personnel & goods Which come in and go out of the premises of the RCOEM.
- (e) ESMS shall provide security arrangement by arranging security guards by day and Night as mentioned at Para I above, including a Supervisor. Further, as and When the College requires more Guards, ESMS shall provide such additional Guards as per rates Approved.
- (f) In consideration of the above security arrangement to be provided for by ESMS, the RCOEM shall pay to ESMS every month the wages payable by the Contractor to its security staff. In addition to the above, the College shall pay 47% of the wages to the Contractor Which includes the contribution of the E.S.I., P.F., Bonus, Uniforms, Wages in Lieu of holidays and service charges ect. The payment of the contractual amount to ESMS shall be against the monthly bill submitted by ESMS to RCOEM by 4<sup>th</sup> day of next month.
- (o) It is agreed that ESMS shall be an independent Contractor who will employ the security staff and provide the security services to RCOEM and the Security Staff so employed by the Contractor shall be in the employment of the ESMS only, shall not have any Master & Servant relationship with the College or its Management.
- (p) The Agreement may be terminated by either party by giving one month's notice to the other party.
- (q) In case the ESMS wants to terminate, retrench or remove any of its staff from service, The Liability of compensation or Notice Pay and/or other liability in respect of such removal from service shall be that of the ESMS.
- (r) In case of any dispute in respect of the Security Staff, both with RCOEM or its Management or ESMS, ESMS shall render necessary assistance to the College authorities and shall help the RCOEM to solve such disputes and that the decision of RCOEM Management will be final.

Sign: 

(s) That in case, during the term of this Agreement, the RCOEM finds that the security Arrangements provided for ESMS is not satisfactory, RCOEM reserve its right to terminate this Agreement by giving one month's Notice.

(t) If the parties agree to continue the above arrangement beyond the stipulated period of this Agreement, they may do so by mutual consent in writing and the said period may be further extended and in that case, both the parties shall be bound by the terms and conditions stipulated in this Work Order.

3. Please acknowledge receipt



( Govindlal Agrarwal)

General Secretary

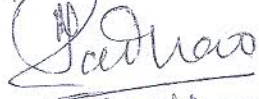
31  
Finance Officer

Prepared &  
Checked by



Dr. Rohit Manjule  
(Administrative Officer)

Received.



Sachin  
for Head  
4-1-2016

