



SDB GROUP OF COMPANIES

ISO 9001:2015

Date: / /2024

Ref: SDB/CH/SECURITY-QTA/2024

To,
M/S

Kind Attention:

Dear Sir,

SUB : SECURITY SERVICES

We are pleased to introduce ourselves as a reliable and recognized Security in South India, Established by Ex-Army Official and organizing by vast experienced young, energetic and dynamic Executives. Our Agency consists of voluntary retired Army, Navy, Air force and other Uniformed Service candidates. All our Security personnel are being professionally trained and technically developed to **SECURE OUR CLIENTS POSITION AS INTACT** by keeping **M/s.SDB SECURITY GROUPS** effort. We have a planned network to monitor our services quality in our clients unit. Round the clock on the wheel without communication gap, our follow up service will be available to rectify the lapses and satisfy the clients.

WE OFFER THE FOLLOWING SERVICES:

- a) Providing well-built security personnel to all type of Industries, Corporate Offices, Hospitals, Educational Institutions, ATM Center, Banks, Hotels, Commercial Complex, Apartments, VIP Bungalows, Marriage halls, Ware house, Cinema Theatres & Parking Lots etc.
- b) Escorts for cash Vehicle, Material, and VIP & Executives.
- c) Consultancy, Surveillance, Investigation, shadowing, liaison works and facility services.
- d) Manpower supply for skilled/unskilled workers and casual laborers for all type of Industries. Our Agency has a good rapport and deep liaison with the Government Departments via: - Police, Excise, Tax, ESI, EPF, Labor and Factories. Also we have contacts with all political parties on need basis to succeed our goal.

Our Agency believes in Quality and endeavor to meet the complete satisfaction of our clients. Now we are looking forward for your kind association to render our security and allied services to many more reputed concerns such as yours. We will treat your good self as a valuable Client and we will be proud to add you in our client' list.



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QUOTATION

Our Charges for providing various categories of Security & Manpower personnel per month / Head.

S.NO	Category	PER MONTH
1	Security Guard	Rs.20,835 /- P/M
2	Asst Security Officer	Rs. 26,065 /- P/M
3	Lady Guard	Rs.21,335 /- P/M
4	Security Officer	Rs.29,535 /- P/M
5	House Keeping Gents	Rs.20,535 /- P/M
6	House Keeping Ladies	Rs.19,535 /- P/M
7	Casual Labour Skilled	Rs.23,535 /- P/M
8	Casual Labour Un Skilled	Rs.20,535 /- P/M

Additional Charges:

Goods Service tax 18% on the total bill.

Income Tax at TDS may be deducted from our bill as applicable.

On demand, special Quotation based on the Tamilnadu Minimum wages Act 1948, with detailed breakup for each category will be furnished.

In case, if our clients require Special Squad, Armed Guard, Life Guard, Bomb disposal Squad and Dog Squad or any Specialized services / Man power supply - for which separate quotation will be furnished on discussion / negotiation.

Uniform, Salary and the statutory obligation like ESI, EPF, WCI to our security personnel will be our responsibility.

GOVERNMENT RECOGNITION DETAILS

S.NO	Particulars	CERTIFICATE ID NO
1	Msme Udhayam	TN-08-0096515
2	Employees State Insurance Code	51002412120000999
3	Employees Provident Fund Code	TNAMB3240740000
4	Income Tax Permanent Account No	ADCFS9136Q
5	Goods Service Tax	33ADCFS9136Q1ZH
6	ISO Certificate : 9001:2015	1702170910106



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CONTRACT TERMS

1. PERIOD OF CONTRACT :

The Contract shall be undertaken for a minimum period of one year. It may be extended for further more years.

2. WORKING HOURS:

The daily working tenure of our guarding personnel shall be of eight hour duration. However in certain specific operational are as owing to various inherent factors vise, remoteness scarce availability of trained manpower or the existing wage structure, our guarding personnel shall perform their duties on twelve hours shift basis.

3. BILLING AND PAYMENTS:

We shall be billing the client on the 1st of every month and any less / extra duties actually performed, will be adjusted in the subsequent month's bills. For ensuring timely payments to our guarding personnel, payment of our bills shall be released on or before 5th of every month by Cheque / D.D. drawn in favor of "**SDB GROUPS**".

4. RE-EMPLOYMENT:

The client shall not offer direct employment to any of our employees during the pendency of the contract or thereafter, at least for a minimum period of one year on termination of our contract. If our employees directly enrolled within the period as stated above, the client shall be liable to pay us the amount equivalent to one month gross salary of that individual.

5. TERMINATION OF CONTRACT:

For termination of contract, the client can (a) Issue us a contract termination letter with one month notice. Accordingly, on lapse of the allocated period of one month we shall withdraw our guarding personnel after clearance of our full and final dues vide demand draft only .
(b) terminate the contract instantaneously on clearance of our full and final dues plus one month notice charges vide demand draft only. If we do not receive the contract termination letter at least one month prior to our contract expiry date, the contract shall automatically stand renewed for a further period of one year with enhancement of 12% from the existing rates.

6. GOODS SERVICE TAX:

As mandatory Goods Service Tax will be levied to the client on our monthly billing.



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7. REPLACEMENT OF SECURITY GUARD:

Unsatisfied security guard will be replaced as and when the complaints received from the clients.

8. PAYMENTS TO OUR GUARDING PERSONNEL:

The client or their employees shall not offer any payment in cash or kind to our guarding personnel deployed at their location for whatsoever and if they do so, it is entirely at their own risk. We are not responsible for the same.

9. FUNCTIONING TOOLS :

During the tendency of the contract, for systematic security functioning at the client's location, the client shall provide our guarding personnel, with a proper Security Cabin, Tables, Chairs, Torches
(with Battery Back Up) Stationery items. Documentation tools etc.

10. JURISDICTION :

Our entire Contract is subject to Chennai jurisdiction only.

Once again we assure that will be up to your best satisfaction and as per your expectations. We are in a position to commence our service with no prior time and request your good self to grant us an opportunity to render our services to your esteemed organization. kindly feel free to contract us through any communication media at any time and date convenient to you for your security requirement and pre-consultation.

Thanking you in anticipation. Kindly Visit Us at www.sdbgroups.com / www.sdbsecurity.in

OPERATION TEAM

D.BAKYALAKSHMI Admin Manager

Thanking you

A. LOGANATHAN Manager & Operations

S.RAJKUMAR Manager & Operations

G. JACOB HARI Area Manager & Operations

N.GOGUL Field Officer & Operations

Yours faithfully,

M.DEVAN Field Officer

A.RAMESH Regional Manager

A. THANDAVA MURTHY Day- Checking Officer For **SDB GROUP OF COMPANIES**

P.RAMESH Area Manager & Operation

S.THANGAMANII Night -Checking Officer

CONTACT DETAILS: 9364339364 / 9600173232