



THE BHARAT SCOUTS AND GUIDES

National Headquarters

Lakshmi Mazumdar Bhawan, 16, Mahatma Gandhi Rd, IP Estate, Delhi,
110002

D-7-23/1011/2026

Date: -13/04/2026

Quotation Invitation

Dear Sir/Madam,

Greetings from The Bharat Scouts & Guides.

Subject: Engagement of 24x7 Security Services in NHQ Building through Outsourced Agency.

We intend hiring a reputable private security agency to provide 24x7 services on an outsourced basis at the Bharat Scouts and Guides, National Headquarters, Laxmi Mazumdar Bhawan, 16, MG Marg, Estate, New Delhi- 110002.

The agency will provide the trained and licensed guard at both the gates and backyard compound security main gate. The guard will cover day and night shifts 12 hours of two shifts, regular patrols, logging visitor entries, quick response to any incidents, working alongside our in-house staff. The arrangement would be set up via an approved contract, with our NHQ admin overseeing everything.

Sealed quotations are invited under a two-bid system (technical and financial) from eligible agencies with valid PSARA licenses, labor registrations (EPF/ESIC), and prior government contract experience.

Terms & Condition of quote: -

Key Terms

1. **Contract duration:** Initial 1 year, extendable subject to satisfactory performance.
2. **Guards:** Ex-servicemen preferred; minimum height 5'7", trained in basic security protocols.
3. **Rates:** Inclusive of all taxes, wages, statutory benefits (PF, ESI), uniforms, and supervision; agency bears all liabilities.
4. **Termination:** 1-month notice; 25,000 EMD forfeiture for defaults.
5. **Submission Address:** Quotations must be submitted in sealed envelopes to the office reception at: The Director, the Bharat Scouts & Guides, National Headquarters, Lakshmi Mazumdar Bhawan, 16, M.G. Marg, I.P. Estate, New Delhi - 110002.
6. **Envelope Marking:** The envelope should be clearly marked with the subject line: "Engagement of 24x7 Security Services"
7. **Deadline for Submission:** Quotations must reach us on or before: 25/04/2026 (by 5:00 PM). Late or incomplete quotations will not be entertained.
8. **Right to Reject:** The Bharat Scouts & Guides reserves the right to reject any quotation without assigning any reason or prior notice.

We look forward to receiving your detailed quotation within the stipulated time frame.

Thanking You,

Yours sincerely,

(Darshana Pawaskar)
Director