

NOTIFICATION

**REQUEST FOR PROPOSAL
FOR ENGAGEMENT OF A SECURITY AGENCY TO PROVIDE
24X7 SECURITY GUARD SERVICES TO THE HEAD OFFICE OF APUIAML
(at VIJAYAWADA) FOR A PERIOD OF ONE YEAR, i.e. April 01, 2026 to March 31, 2027**

APUIAML is in the process of engaging a Security Agency (to be referred as Contractor) for providing 24x7 security guard service at the Head Office of APUIAML (Location: Vijayawada) for a period of one year (i.e. April 01, 2026 to March 31, 2027) on the following guidelines:

1. The Contractor shall always provide one Security Guard per shift of 12 hours for vigilance at the premises of Andhra Pradesh Urban Infrastructure Asset Management Limited (APUIAML), situated at 4th Floor, NTR Administrative Block, Pandit Nehru Bus Stand Arrival Block, Vijayawada, A.P., for round the clock security for a period of one-year engagement.

The above requirement shall be reviewed by the Contractor (Security Agency) and APUIAML and any suggestions for the increase or decrease of number of security guards and their working hours, shall be mutually discussed, and decided as per the requirements of APUIAML. The Contractor shall provide full co-operation to APUIAML in this regard

2. The Contractor should have experience in deploying Security Guard(s) whose background is to be duly verified. The Security Guards should be energetic, whose age should be under 40 years and having minimum education qualification shall be above 10+2 / Intermediate. Contractor having Guards with Degree education would be preferred.
3. The Contractor shall rotate the Security Guard(s) and restrict Security guard(s) for every 12 hours duty at APUIAML Head Office. Round the clock (24x7) and strictly NOT to deploy Security guards who are on continuous duty at other offices / places before deploying them at APUIAML Head Office.
4. The Security Guards on duty will maintain the necessary registers (such as visitors & material movement register, handover & takeover register, any other registers as per statutory requirements of APUIAML) and will not allow any unauthorized person to enter the Premises at any point of time, during the Term
5. The Security Guards on duty will always be on alert position, and it is expected rotation of duties in regular intervals (for not more than a gap of 3 months) and Contractor is required to deploy trained & experienced security guards who can read & write in English.
6. Registered Entities / Startups with MSME certification needs to submit relevant registration certifications at the time of submission of their Bid

GENERAL TERMS & CONDITIONS FOR SELECTION OF THIRD-PARTY AGENCY:

7. The Contractor shall be a registered entity having requisite certifications and valid licenses (such as *PSARA issued by Government of Andhra Pradesh and other Labour Licenses etc.) in force at the time of submitting their proposal to APUIAML (Note: **preferably, but not mandatory*). Contractors who request exemption from Licensing norms shall substantiate their request for exemption
8. Please do mention a fixed monthly fee (keeping in view to adhere Minimum Wages prescribed by the Government of AP) towards the above scope of work with keeping 2 guards for 12 hours duty each
9. The Fee shall include all the expenses to be incurred by the Contractor towards wages, ESI & PF contribution, bonus, insurance and other applicable taxes including GST, all dues payable to the workers/personnel and government authorities to carry out all the Services. APUIAML shall not be liable to make any other payment in connection with the Security Services entrusted to the Contractor.
10. No extra charges will be paid if the same is not specified in the quote
11. Payment will be made either through cheque or RTGS post submission of invoice.
12. Selected Contractor will raise monthly Invoice on:
Andhra Pradesh Urban Infrastructure Asset Management Limited
4th Floor, NTR Administrative Block, Pandit Nehru Bus Station
Vijayawada - 520 013
GSTNo.: 37AAOCA6442P1ZY

Please submit your Quote (on or before **3 pm of March 03, 2026**) in a sealed envelope at the address given below preferably by way of speed post or registered post or courier or by hand:

The Chief Executive Officer
Andhra Pradesh Urban Infrastructure Asset Management Limited
4th Floor, NTR Administrative Block, Pandit Nehru Bus Station; Vijayawada - 520 013

For any clarification on the, may please be contact to

Mr. Sannibabu Chadaram (Mobile No. 9848022899)

-:DISCLAIMER:-

The final decision to award contract shall always reside with APUIAML. APUIAML Management keeps the full right:

- (a) to take all decision in respect of the Bidding Process for selection of the Contractor
- (b) Not to disclose with anyone the reasons for rejection/ selection of any quote