



OWNER:

THE TATA POWER COMPANY LIMITED

TITLE OF WORK TO BE AWARDED:

Security Service Contract for 3 years

at

Mundra Thermal Power Station (MTPS), Gujarat

ENQUIRY REFERENCE NO.: 4100065892

NOTICE INVITING EXPRESSION OF INTEREST (EOI)

Enquiry reference no.: 4100065892
Title of Work: Security Service Contract for 3 years at Tata Power, Mundra.
Type of Bidding: E-tendering (through Ariba online portal) / Two Part (Technical and Price bids under separate envelopes)
Contact Details: All communication including EOI submission shall be addressed to following officer/s: Name: Mr. Premkumar G Email: premkumar@tatapower.com / Ph: 9099006566 Copy of all communications shall be marked to (Cc): Name: Mr. Aseemkumar Joshi Email: aseemkumar.joshi@tatapower.com

The Tata Power Company Limited Invites Expression of Interest (EOI) from interested parties for the Two-Part e-Tendering Process of following Relevant Work Package:

Table 1 - Tender Summary

Package Details	Tender Fee	Bid Security
Security Service Contract for 3 years	INR 2000/- (INR Two Thousand Only). <i>To be submitted along with EOI.</i>	INR 8,00,000/- (INR Eight Lakhs Only). <i>Bid Security to be submitted as a Bank Guarantee or RTGS or Demand Draft at the BID stage and not with EOI</i>

1. INTRODUCTION:

The Tata Power Company Limited (TPCL) is among the largest private sector Power Utility companies in India with presence in Generation, Transmission and Distribution of Power through conventional and renewable sources.

Mundra Thermal Power Station (A Tata Power Division) has implemented the 4150 MW UMPP near the port city of Mundra in the state of Gujarat in India. This UMPP is India's first 830 MW unit thermal power plant using supercritical technology. MTPS operates on imported coal on pulverized coal-based boiler technology. The generating plant is in Tunda village of Mundra district in the state of Gujarat, India.

The tendering activities for this Project are being managed from Tata Power's following Office:

The Tata Power Company Limited,
Mundra Thermal Power Station - Ultra Mega Power Plant,
(Formerly a Unit of Coastal Gujarat Power Limited),
Tunda-Vandh Road, Tunda Village,
Mundra, Kutch 370 435, Gujarat.

2. SCOPE OF WORK:

Security Service at Mundra Thermal Power Station of The Tata Power Co Ltd will be outsourced to Security Service Provider fulfilling the Terms and Conditions as laid down by the Corporate Contract team of The Tata Power Co Ltd.

The detailed Scope of Work in implementing the Contract of Security services is appended in succeeding paragraph for better understanding between the service provider and security Management team of The Tata Power Co Ltd at Mundra Thermal Power Station.

The scope of the Security service provider is to provide round 'O' clock (24x7, 365 days a year) security services to safeguard and Protection of Mundra Thermal Power Station/plant and its allied machinery, township and its subsidiaries to include people, moveable and immovable assets at the site from any theft, sabotage, espionage vandalism, intrusion, trespassing, forceful entry and any other security incident. To ensure safeguarding, the agency needs to take care of access control, People/Material/Vehicles movement, supervision, vigilance, patrolling, QRT, Crisis Management, evacuation during disaster and any other security related tasks which may arise time to time.

The service will be mainly comprising but not limited to the following activities:

1. Static Security Services (manpower deployment)
2. Security Automation Management
3. Access Control (Man, material and Vehicle)
4. Patrolling
5. Incident Management
6. Vigilance
7. Maintaining records and reporting
8. Liaison
9. Compliance Management
10. Safety and Training

Static Security Service (Manpower):

- a) For ensuring the security of the premises, the Management of MTPS has identified important and sensitive location for deployment of security personnel.
- b) The agency needs to deploy atleast 165 (One hundred and Sixty Five only) security personnel in 08 hrs. shift duty with PPE's (uniform, torch, baton, whistle, safety shoes/gum, safety jacket, rain/winter wear etc.) for effective implementation of this contract. The category of personnel, eligibility criteria and requirement is tabulated in annexure of this document.
- c) The deployment of security personnel will be done as per the directives of Head Security (PO Owner) or representative nominated by him based on the requirement and threat perception on mutual understanding.
- d) Provide services as per advice of Management on security scenario and assist in security audit, Security Survey, Security planning and conflict resolution.
- e) Act on any reported incident in consultation of Tata Power Security Management

- f) To carryout daily ceremonials i.e. Flag hoisting, ceremonial drill on the occasion of National festival (Republic Day/Independence Day).
- g) The post specific duties of security personnel (in the form of SOPs and WIs) will be shared on physical deployment of personnel.

Security Automation Management:

- a) The agency needs to deploy security personnel (Computer Data Operator) for effective operation of Security Automation Management viz Security Control Room, Pass Section, Visitor Management and Weigh Bridge Operation.
- b) The deputed manpower shall be capable and familiar of handling technological interventions and advanced systems essential for modern security management, such as Digital HR Management Systems (Bio-metric), Contractor Labour Management Systems (CLMS), Access Control Systems, Smart Surveillance system, Video analytics, Wireless Communication and Advanced detection systems.
- c) To Maintain and upkeep the record of various challans / temporary/ permanent passes and making necessary entry of all transactions including vehicle movement at the gates.
- d) Maintaining record and documents at all points as specified by Security Management and in compliance to the Security EPM as quoted above. The guidance of Head Security be obtained/solicited for such document/records and will be final.

Access Control (Man, Material and Vehicle):

- a) The agency needs to ensure effective access Control of Man, Material and vehicle by deploying security personnel to avoid any unauthorized entry.
- b) Deploy security personnel to ensure No deviation takes place wherever automation systems are installed.
- c) Person/material/vehicle should not be allowed to enter/exit without recording entry/exit detail in the automated system or manually.

Patrolling:

- a) The agency needs to deploy a Special Team of security personnel to undertake QRT (Quick Reaction Team) functioning within the area of responsibility. The personnel deployed for QRT duties will have specific physical standard and criteria of deployment as is specified in annexure.
- b) The QRT needs to be equipped with necessary safety and security gadgets that are essential for QRT functioning. E.g. Trenching tool, barricading tape and cone, rope, first-aid box, stretcher,
- c) The agency needs to undertake effective patrolling of the area of responsibility by deploying sufficient security personnel in consultation with PO Owner (Head Security) to ensure safe working environment at site for employees/ visitors and at the same time prohibit unauthorized persons to enter the plant premises/area.
- d) Record of patrolling and reports/observations thereof (if any) should be submitted to concern responsible person within stipulated time (as per SLA)
- e) Security cum drivers should be capable of Handling the QRT vehicle (Vehicles will be in Tata Power scope) and the required related manpower as detailed in Annexure shall possess a valid driving license.

Incident Management:

- a) Response the reported incident as per the ERT call and immediate feedback of situation to concern Security Management for further course of action.
- b) Rendering report of security incident occurred within area of responsibility within 12 hours of its occurrence.
- c) Submission of CA/PA of the reported incident.
- d) Implementation of CA/PA as accepted during initial submission

Vigilance:

- a) The agency needs to keep the area of Responsibility under vigilance all the time by deploying efficient security personnel for collecting / Interpreting Intelligence Input for major security trend and their subsequent implementation & provide intelligence services to Management
- b) The personnel so deployed will form a vigilance team under the guidance of Head Security and work closely with Security management Team of MTPS.

Maintaining records and reporting:

- a) The agency needs to keep records of all events and incidents in accordance with EPM (Security Process) as per guidance of Head Security.
- b) All the records should be maintained as per the requirements and formats prescribed by Head Security or EPM on the subject.
- c) All such records should be preserved and presented before any audit or inspecting authority as per the guidance of Head Security.
- d) The agency (through site-in-charge) should periodically present the records and documents for perusal of Head Security (or person delegated by him for the purpose) as per mutually agreed frequency.
- e) Any deficiency or lack in maintaining records will have a financial implications on monthly billing as defined in the SLA.

Liaison:

- a) Effective and positive liaison will help in receiving intelligence inputs as well as updates on recent policies for improved security. The agency is required to establish and exercise regular liaison with concern Govt. Agencies, Police Depts. and other security organisations deployed/operating in nearby plants.
- b) Record of all such visits (to/by) should be maintained and presented to Head Security for his perusal on frequency as decided mutually.
- c) Mutual and Cordial relation Synchronization amongst security personnel and agencies in the premises.
- d) Police complaint, as and when required should be lodged by the agency.

Compliance Management:

The agency is required to comply with all statutory and concerning rules and regulations having impact on the contract such as Compliance to Factory act, PSARA, labor license etc. Necessary documents to be submitted to IR and concern authority as per prevailing frequency. Any non-compliance will have impact on billing as is defined in SLA.

Safety and Training:

- a) Take all necessary safety precautions for workmen working during any hour of the day in compliance to the Tata Power Co Ltd safety guidelines.
- b) Deploy a responsible and qualified safety Officer at site.
- c) Ensure proper Industrial security training to security workforce deployed as per the frequency intimated/decided. Keep the workforce fit, updated and prepared for the work assigned in this contract and also as per prevailing PSARA Act.
- d) Any minor safety violation or unsafe act by agency or its personnel will be penalized as per CSM (Contractor Safety Module).
- e) Any major violation on Safety shall attract penalty as per Consequence Management Policy of The Tata Power Co Ltd.

Administration:

In order to smooth and effective functioning of the security services and manage the day to day functioning of the site, the service provider needs to appoint Assignment Manager/ Site-in-charge in addition & above to the strength as per Annexure).

Accommodation & Messing:

- a) The Management of The Tata Power Co Ltd will provide basic accommodation within plant premises to accommodate approximately 100 security personnel under this contract. However, the maintenance of the accommodation should be the responsibility of the security service provider (agency).
- b) Accommodation and transportation for Personnel other than this needs to be provided by the vendor in nearby vicinity of plant premises.
- c) The service provider needs to arrange facility of food and recreation for its personnel under own arrangements. No additional cost for this will be charged and sanctioned under this contract. However, the staff appointed for this needs to comply with safety and security guidelines of The Tata Power Co Ltd.

Infrastructure: For effective and efficient implementation of this Scope of Work/SOP, following infrastructure needs to be provided to security personnel performing respective duties.

- a) Uniform (shoes in the uniform should be compatible to Industrial safety)
- b) Security PPE's (Batten, Whistle, Torch, Gum Boots, Rain/winter wear)
- c) Transportation of personnel to and fro from the deployment points located all across the Mundra thermal Power plant and its outlying parts such as West Port, Coal Conveyer belt, 7 SS's, Outfall channel and Township etc. will be in the scope of vendor. No additional price will be claimed for such expenses.
- d) Necessary stationary for day to day use and record keeping.

Pre deployment documentation: The Contractor needs to ensure following pre deployment requirements and certificates of his personnel deployed under this contract:

- a. L1 Safety training (conducted by TPSDI - on payment basis to be paid by Agency)
- b. Pre deployment medical check-up

- c. Police verification (Character & Antecedents certificate)
- d. WC policy
- e. PSARA license
- f. Labour license
- g. Any other documents as per IR requirement.

Note: All the compliances ensure as per the rules and regulation laid by government.

Additional Deployment:

The vendor should be able to provide any additional resources within 1 week of intimation as per site requirement at agreed AMC rates through separate contract.

Deduction/penalty:

Possibility of any security incident cannot be ruled out due to non-deployment of minimum-security personnel as provided in Annexure. Therefore, the less deployment will attract deduction in the contract value and a penalty imposed upon it. The general guidelines for this deduction and penalty thereon are recommended in annexures and will be mutually agreed by PO owner and the vendor at the time of commencement of this contract.

Strike/Agitation/Terrorist attack:

The agency has to provide secure work environment across plant and outlying parts such as West Port, Coal Conveyer belt, 7 SS's, Outfall channel and Township etc. during any Strike/Agitation/Terrorist attack/any emergency situation with due liaison with Govt Security agencies and other security organisations deployed/operating in nearby plants.

Detailed Technical details & BOQ shall be provided in the Tender / RFQ document to all potential bidders submitting the valid EOI with tender fees within deadline of submission.

3. TENDER FEE & TIMELINES:

- a. Interested parties meeting the "Bidder Pre-Qualification Requirements" specified under point no. 4 in this document can request a tender document and participate in the bidding process by submitting the Expression of Interest (EOI) Letter along with the Tender Fee Payment Details to the contact details mentioned below not later than the deadline specified below. Request for extension of EOI submission date will not be entertained.
- b. **Interested bidders should submit the Expression of Interest (EOI) letter and tender fee payment details to below mentioned email addresses:**
 - Mails shall be addressed to (To): premkumar@tatapower.com
 - Must Mark a copy to (Cc): aseemkumar.joshi@tatapower.com

EOI/ requests without complete information and communication as above within deadline shall be liable to be rejected and will not be considered further.

- c. Tender Fee, as indicated in Table 1 above may be paid through **NEFT** as per details for payment of Tender Fee given in Table 2 below:

Table 2

Details for payment of Tender Fee:	
Bank details for submitting Tender fees through bank transfer / NEFT:	Beneficiary Name: TATA POWER CO LTD Bank Name: STATE BANK OF INDIA A/c no: 30545457373 IFS Code: SBIN0009995 A/c type: CURRENT ACCOUNT Branch Name & Address: CAG BRANCH, NEVILLE HOUSE, 23 J N HEREDIA MARG, BALLARD ESTATE, MUMBAI-400001
Deadline for tender fee payment and submission of EOI:	9th June'26, CoB

- d. **Expression of Interest letter to be submitted along with tender fee payment details should include the following details:**
- A covering letter duly stamped and signed by an authorized signatory clearly indicating the Tender Reference number and your EOI to participate in the tendering process.
 - Tender fee payment details / reference number (ensure that tender fee is received by us within specified deadline)
 - Bidder to indicate authorized person name, contact number and e-mail id (mandatory) of the person to whom RFQ / tender and all other communications to be addressed for this tender.
- e. Detailed Bid Document (also referred as RFQ) shall be issued through Tata Power e-tender portal (Ariba System) only to the parties submitting a valid EOI as per the terms mentioned in this document.

4. BIDDER PRE-QUALIFICATION REQUIREMENTS:

Interested parties to note that Bidder shall be required to fulfill the following bidder pre-qualification requirement / criteria to qualify for the subject work. Bidder will be required to submit relevant supporting documents to demonstrate their qualification during the bid submission stage against Tender document / RFQ and bidders not found meeting the pre-qualification requirements given below will be disqualified from the tender.

4.1 TECHNICAL REQUIREMENT:

The Agency/Company must fulfill the following technical criteria to qualify for this contract:

- 4.1.1 The Agency/ Company should be registered with the appropriate registration authorities (Labour Department etc.) at Gujarat and have valid License

- 4.1.2 The Agency/ Company should have a minimum of five years of experience in providing security services in reputed organizations/industries such as Power, Steel, petrochemicals, port, coastal establishments, etc.
- 4.1.3 The security Agency should have at least three running contracts, each with atleast 200 security guards at single location/site with at least one of them in Gujarat
- 4.1.4 Security agencies should be registered under Private Security Agencies (Regulation) Act, 2005. The service provider should be holding the valid license under the provisions of Private Security Agencies Regulation Act, 2005 (PSARA) providing operations in the state of Gujarat
- 4.1.5 The Agency should be a company registered in India with an operational office in Gujarat, preferably in Kutch or Ahmedabad and having a presence in more than three states.
- 4.1.6 Bidder should have tie up with a reputed training institute in Gujarat/ nearby area of Kutchh for training of their resources as per PSARA act 2005 (or) should have own training school.
- 4.1.7 The Bidder should provide references of three POs for providing security services in reputed Power, Steel, petrochemicals, port, coastal industries/ establishments, etc. with atleast single order of minimum cumulative value of Rs. 15 Cr. in the last three years.
- 4.1.8 The bidder shall be capable and familiar of handling technological interventions and advanced systems essential for modern security management, such as Digital HR Management Systems (Bio-metric), Contractor Labour Management Systems (CLMS), Access Control Systems, Smart Surveillance system, Video analytics, Wireless Communication and Advanced detection systems. The bidder shall submit references, including at least three order copies or a client list, demonstrating experience in handling similar establishments or operations of a comparable nature.
- 4.1.9 Bidder / Tenderer should preferably have ISO 9001 / ISO 14001 / ISO 45001 certification or must give an undertaking for its willingness to obtain the same within 2 months of qualification for the bidding.
- 4.1.10 Bidder should furnish List of Clients for whom they have done similar work during the last three financial years as per nature of contract. (Attach Certificates from concerned).

4.2 FINANCIAL REQUIREMENT:

Bidder / Tenderer should have minimum Average Annual Turn-over of Rs. 50 Cr. (Indian Rupees Fifty Crore) during last 3 financial years. **(Attach Turnover Certificate from Chartered Accountant (or) P&L statement and Balance sheet in this regard)**

It may be noted that the above requirements are minimum qualification criteria. However, Tata Power reserves its right to further assess the capabilities of the parties and reserves its rights to further shortlist, accept or reject any party without assigning any reason.

5. BID SECURITY / EMD:

Interested parties to note that Bidder will be required to furnish a Bid Security along with their Bid, in the format prescribed in Bid Document **in the form of Bank Guarantee or Demand Draft or RTGS**, for an amount as defined in the covering page of this notice document. Bids not accompanied by an acceptable Bid Security shall be rejected by the Owner as being non-responsive and returned to the bidder without being opened.

Interested parties to note that Bid Security is not required with the EOI and it is required to be submitted with the Bid only during Bid Submission stage once RFQ is released to the interested parties that have submitted a valid EOI.

6. BIDDING PROCESS:

Detailed Bid Document (also referred as RFQ) shall be issued through Tata Power e-tender portal (Ariba System) only to the parties that submitted a valid EOI as per terms mentioned in this document.

Bidder to note that commercials for subject tender may be conducted through e-auction. Detailed bidding and auction process shall be detailed in the RFQ / tender document.