



BHAGYANAGAR GAS LIMITED
(A JOINT VENTURE OF HPCL & GAIL)

BID DOCUMENT FOR

Hiring of Security Services for BGL at Hyderabad,
Vijayawada & Kakinada GA's

**UNDER OPEN DOMESTIC
COMPETITIVE BIDDING**

Bid Document No.: BGL/641/2025-26

VOLUME-II of II



Bhagyanagar Gas Ltd.
Limited

Hiring of Security Services for BGL at Hyderabad,
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Section 9 : Scope of Work.

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SCOPE OF THE WORK

INTRODUCTION:


Bhagyanagar Gas Limited, a Joint Venture of GAIL (India) Limited and Hindustan Petroleum Corporation Limited, was incorporated in August 2003 as a City Gas Distribution Company for distribution and marketing of CNG and distribution of Piped Natural Gas (PNG) to Domestic, Commercial and Industrial sectors in the State of Andhra Pradesh. Hyderabad, Vijayawada and Kakinada are the three Geographical areas in Andhra Pradesh and Telangana States.

Scope of job involves providing Security Guards at all above stations with one guard in each shift to keep vigil and provide 24-hrs security services for the Company/Plant/premises, to maintain visitor register and staff register, to check in coming/outgoing vehicles/equipments/material.etc, to monitor and overall responsible for opening and closing of compound gates, to prohibit entry of unauthorized personnel/vehicles, inside the premises, to frisk and search employees while going out of the premises, to patrolling strategically important areas, to act expeditiously during and emergency situation if any and any other responsibility concerned with security, which might be assigned from company side time to time.

SCOPE OF WORK:

Under the proposed Contract, it is proposed to provide Security Services from private agencies underage under 50 years of age bracket for all the three GA's for the following locations:

SL.NO	LOCATION
HYDERABAD	
1.	BGL, HEAD OFFICE
2.	CNG COCO STATION-SAROOR NAGAR
3.	PUDUR-STORE YARD
4.	CGS CUM MOTHER STATION SHAMEERPET
5.	BGL HMT OFFICE
6.	2 nd MOTHER STATION HAFEEZPET.
VIJAYAWADA	
1.	PROJECT OFFICE
2.	KONDAPALLI STORE YARD
3.	MOTHER STATION
KAKINADA	
1.	PROJECT OFFICE
2.	MOTHER STATION
3.	PEDDAPURAM STORE YARD

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1. On consideration of the remuneration payable by the Company to the Security Agency, under the contract agreement, the Security agency undertake to carry out Security Work of adequately safeguarding and maintaining vigilance of the Company's plant, facilities, products, stores, equipment etc., within the location premises.
2. The Security agency shall provide Security Guards to carry out the security work satisfactorily **ON ROUND THE CLOCK BASIS as mentioned in Deployment Schedule**. The timings of shifts and the requirement of number of guards per shift shall be finalized in consultation with the Engineer-In charge and the decision of the Engineer-In charge in this matter shall be final and binding on the Security Agency.
3. The Security agency will provide:
 - (i) Replacement of Security Guards in case of annual vacation, protracted illness, absenteeism, casual, sick leave etc., so as to ensure full staff compliment at all times.
 - (ii) Additional Guard during Red Alerts, Maintenance Jobs etc. as per the directions of the Location- In-charge.
4. The Security agency will be responsible for providing Security Surveillance and Vigilance including jobs of Fire fighting, frisking, mob control etc., at all locations. Besides the Security agency will also maintain Visitors books, issue of Visitor passes and maintain various records required by the Company as well as statutory requirements. Security agency will also undertake locking and unlocking of premises / other facilities as directed by the Company.
5. In the event of theft to the Company's properties, the Security agency will submit report basis it's on investigation. If it is emerging that the security guards of this security agency are prima facie involved in such theft, then the security agency will remove those security guards from BGL duty and actively assist the Company to report such incidents to the Police on advice from the Company and do the necessary follow-up on the same. If required on BGL advice, the Security agency shall file FIR with police and carryout necessary follow-up.
6. No additional charges will be entertained for the Security Supervisor to visit locations.