



# NARAYAN FACILITIES

(An ISO 9001: 2015 Certified co.)

(All type of labour contract of security supplier and housekeeping)

**Providing Security & Housekeeping Services Valet parking solutions & office staff recruitment to Industries, Commercial Complexes, Malls, Hotels, Clubs, Banks & Residential**

To,

Date: 6/April/2022

The Manager,

**Hindustan Inox Ltd.**

Savroli- Kumbivali, Khopoli Raigarh,  
Khalapur, Raigad-Maharashtra - 410203.

Kind attention:

Sub: Quotation for Security Guard service

We accept this open door to present ourselves as pioneers in the field of security and housekeeping, valet drivers also office staff recruitment. We have made considerable progress in giving reliable and cost-effective security solutions for the assurance of life and property with right mix of abilities and assets.

Narayan Facilities has created and idealized this blend have been given administrations to a large number of the profoundly rumored and understood business houses, ventures and organizations.

We have complement of highly experienced and qualified directors, security experts and the essential foundation to effectively deal with your esteemed contact.

Our quality lies in appropriate supervision of security monitors through regular patrolling of our assignment both by day and night, this upheld up by a completely prepared controlled room kept an eye on nonstop by effective controllers.

We submit our application for providing security services for along with necessary enclosures for your necessary action please, and we are confident that you will find all the enclosures in order and give us an opportunity to serve your prestigious organization.

Assuring you of quality and prompt services.

Thanking You,

Yours's Sincerely

Head Office -: Shop No:48, Floor-Grd, GTB Nagar, Com Harbanslal Road  
Indira Seva mandal, sion koliwada, Antop hill Mumbai:400037  
Ph: - 02224072116 / +91 9768972116

Email: - [narayanfacilities@gmail.com](mailto:narayanfacilities@gmail.com)

Web: - <https://narayanfacilities.com/>

Branch Office -: 703, anchit eternal, plot no-108, Sector 14 Rd,  
Taloja Phase 1, Taloja, panchnand, Maharashtra 410208

Regional Office -: RZ-85, INDRASPARK, UTTAMNAGAR NEW DELHI-  
110059.

Ph: 9768972116, 9833092259: 7903809865

## Providing Security & Housekeeping Services Valet parking solutions & office staff Industries, Commercial Complexes, Malls, Hotels, Clubs, Banks& Residential

This has referred to the personal discussion you had with the undersigned in connection with the captioned subject, and are pleased to deploy the same on the following terms and conditions:

### Rates with compliance of Security Supervisor

| Sr.No. | Particulars/ Heads                 |                        |
|--------|------------------------------------|------------------------|
| 1      | Basic                              | 8900                   |
| 2      | D.A. / Special Allowance           | 4000                   |
|        | Basic+D.A. / Special Allowance     | 12900                  |
| 3      | HR Basic & D.A                     | 1290                   |
| 4      | Conveyance Allowance               | 900                    |
| 5      | Washing allowance                  | 300                    |
| 6      |                                    |                        |
| 7      | <b>Total</b>                       | <b>15390</b>           |
|        | <b>Liabilities</b>                 |                        |
| 8      | P.F                                | 3787                   |
| 9      | Esic                               | 616                    |
| 10     | BONUS                              | 1282                   |
| 15     | Sub Total                          | 21,075                 |
| 16     | Employees Welfare & Insurance Fund | 882                    |
|        | Sub Total                          | 21957                  |
|        | Service Charge 7%                  | 1536                   |
|        | <b>Grand Total</b>                 | <b>23,493 +GST 18%</b> |

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**Rates with compliance of Security Guard**

| Sr.No. | Particulars/ Heads                 |                      |
|--------|------------------------------------|----------------------|
| 1      | Basic                              | 6900                 |
| 2      | D.A. / Special Allowance           | 4000                 |
|        | Basic+D.A. / Special Allowance     | 10900                |
| 3      | HR Basic & D.A                     | 1090                 |
| 4      | Conveyance Allowance               | 900                  |
| 5      | Washing allowance                  | 300                  |
| 6      |                                    |                      |
| 7      | <b>Total</b>                       | <b>13190</b>         |
|        | <b>Liabilities</b>                 |                      |
| 8      | P.F                                | 2682                 |
| 9      | Esic                               | 528                  |
| 10     | BONUS                              | 908                  |
| 15     | Sub Total                          | 17308                |
| 16     | Employees Welfare & Insurance Fund | 882                  |
|        | Sub Total                          | 18190                |
|        | Service Charge10%                  | 1819                 |
|        | <b>Grand Total</b>                 | <b>20009 +GST18%</b> |

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## COMPANY PROFILE

"SECURITY IS NOTHING, BUT A PSYCHOLOGICAL DETERRENT" To introduce ourselves, we are one of the leading Security Agency and Housekeeping, catering to the needs of Industries, corporate houses to co-operative housing societies in providing well trained Security Agency and Housekeeping, both Civilians and Ex- servicemen. It is co-owned by MR. ADITYA.A. NARAYAN & MR. SACHIN.A. VERMA jointly, NARAYAN FACILITIES. NARAYAN FACILITIES is mixture of young, motivated pool of professionals & 3 decades old experience of MR. ADITYA. A. NARAYAN in this profession.

The main function of the staff is

TO PROTECT THE LIFE AND PROPERTY OF THE INDUSTRY AND ITS EMPLOYEES ESPECIALLY DURING THE TIME OF CALAMITIES AND CHAOS

We are in this industry for over two and half decades and have successfully catered to the needs of Elite Clients and have won their accolades. On receipt of the written security contract, we shall furnish a Security Standing Instructions/ Orders, which on, due approval from the management shall be implemented. Though the standard norms of security duties are identical, each organization has its own ways of operations. Hence, this practice of Security Standing Instructions.

We Narayan Facilities hereby offer to undertake the Security, valet driver and placement assignment at your site as per the following terms and rates.

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#### TERMS & CONDITIONS

- ✦ The above mentioned rate are for 12 hrs. basis as per minimum wages. The
- ✦ above mentioned rates are for the Month.
- ✦ The Staff will wear a uniform which your administrative control and will perform duties as per instructions.
- ✦ The Security staff will have full right to check any staff or visitor in case of any doubts.
- ✦ Only one person will issue the instruction to the Staff from the Organization and the guards will report to the same, the letter of appointment of such person should be handed over to security staff on the day of joining or at the time of issuing a letter of commencement of job.
- ✦ If required the security will maintain the staff attendance, movement visitors, stock in-out registers. Materials Register at the Premises on the prescribed format, if required other required registers may be taken care of.
- ✦ The rates are valid for 45 days from the date of proposal.
- ✦ Proper communication facilities in the Guard Cabin to be made available for better response in shortest time.
- ✦ A minimum 15 day's lead-time will be provided for selection, training and deployment of security personnel.
- ✦ The Agreed party will not employ any of our staff members directly or indirectly even after the contract ends for the period of one year.
- ✦ The contract will be for One Year.
- ✦ The contract will be subject to termination on either side by given one-month advance notice.
- ✦ The charges for hiring the personnel should be paid to Narayan Facilities through cheque or draft latest by seventh of month.

Please note these terms are merely the basis of comprehensive contract to be worked upon.

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We firmly believe that the THREE main criteria in providing quality Guarding

### 1. SELECTION:

Utmost attention is given to recruitment of personal in accordance with stringent parameter laid down in our policy. This includes education age, physical fitness and background. All employees are subject to rigorous vetting.

### 2. TRAINING:

Before deployment it is mandatory for employee to undergo security training which include guarding skill, firefighting, first aid, telephone attending and maintenance of registers last but not the least public relations.

### 3. SUPERVISION:

It is one of the important factors of quality service. We have strong operation team



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**Security Services we offer: -**

- + Manned Guards**
- + Armed Guard**
- + Lady Searcher**
- + Dog Squad**
- + Bouncer**
- + Personal Bodyguard**



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### FACILITY MANAGEMENT SERVICES

Facility management services are an integrated multidisciplinary, interdisciplinary field devoted to the coordination of space, infrastructure, people and organization. Often associated with administration of office blocks, arenas, schools, convention center, malls, hotels, hospitals etc. However, FM facilitates on a much wider range of activities than just business services and these are referred to as non-core business activities. Many of these are outlined below they may vary from one business sector to another.

#### SERVICES:-

##### Valet Parking

An established leader in valet parking services & driver provider, we have the resources, equipment, and experience to provide the best possible valet parking service. Having started in MUMBAI, we have grown to become the most respected and reliable valet service in the MUMBAI area.

##### Housekeeping:-

- ✦ Scientific and eco-friendly cleaning
- ✦ Carpet shampooing/upholstery cleaning
- ✦ Surface cleaning and polishing
- ✦ Internal and external facade cleaning

##### MANAGEMENT SUPPORT SOLUTIONS:-

- ✦ Food and beverage services/pantry services
- ✦ Service apartment management
- ✦ Help/travel desk management



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Narayan Facilities is in possession of following Registrations: -

- PSARA S.NO. PSA/18/MH/2020/MAR/3/80
- GSTIN NO: 27AHYPV3050A1Z4
- PAN NO: AHYPV3050A
- ISO CERTIFICATE NO: 19DQFS07
- UAM: MH19D0074161
- PF NO: MHBAN1789465000
- ESIC NO: 31001114230000999
- Shop & Establishment No: 762240768/CommercialIII

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Some Clients: -



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Ph: - 02224072116 / +91 9768972116

Email: - [narayanfacilities@gmail.com](mailto:narayanfacilities@gmail.com)

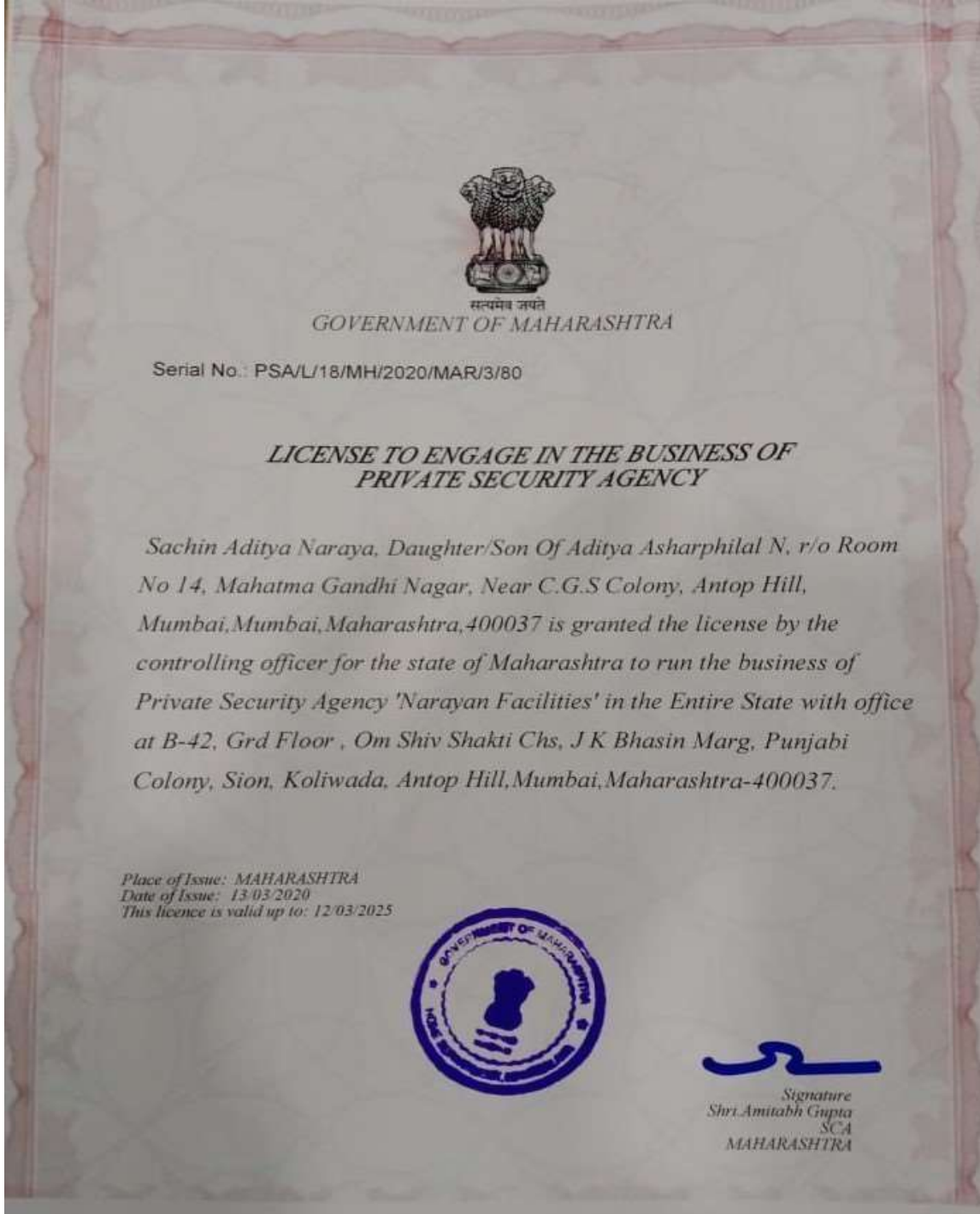
Web: - <https://narayanfacilities.com/>

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PASARA Licence:



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# Certificate of Registration



This is to Certify That The Quality Management System of  
**NARAYAN FACILITIES**

14, FLOOR - GRD, MAHATMA GANDHI NAGAR, HUTMENTS, CGS COLONY  
BEHIND SECTOR - 3, RAOJI GANATRA ROAD, ANTOP HILL - 400037,  
MAHARASHTRA, INDIA

has been assessed and found to conform to the requirements of

## ISO 9001:2015

for the following scope :

PROVIDING SERVICES OF SECURITY GUARD, HOUSEKEEPING AND  
CCTV SURVEILLANCE SERVICE

|                                  |                     |                        |                     |
|----------------------------------|---------------------|------------------------|---------------------|
| <b>Certificate No</b>            | <b>19DQFS07</b>     | <b>Issuance Date</b>   | <b>: 25/06/2019</b> |
| <b>Initial Registration Date</b> | <b>: 25/06/2019</b> | <b>Date of Expiry*</b> | <b>: 24/06/2022</b> |
| <b>1st Surve. Due</b>            | <b>: 25/05/2020</b> | <b>2nd Surve. Due</b>  | <b>: 25/05/2021</b> |

**DIRECTOR**

**ROHS Certification Pvt. Ltd.**

439, Stambhvan Building, 35, Nehru Place, New Delhi - 110 021, India  
phone : +91.11.4322323 | e-mail : info@rohscertification.co.in | website : www.rohscertification.co.in  
The Registration is not a Product Quality Certificate. Subject to successful completion of surveillance audits. Valid for verification on www.rohscertification.co.in  
Certificate is the property of ROHS and return when demanded





# Royal Institute of Fire & Safety (RIFS)

Authorized Training Centre for Private Security Guard

DG Home Guard - Government of Maharashtra

An ISO 9001:2008 Certified



HO Thane: 6<sup>th</sup> Floor, Cosmos Vijay, Shivaji Path, Opp. Jagdish Book Depot, Thane (West) Ph. No.: 022 - 25337655

Pune: F/19, Shanti Konj, Sadhu Vaswani Road, Opp Police Commissioner Office & GPO, Pune - 411 001

Nashik: 11, Parvati Apartment, Near Artillery Center Road, Nashik Road - 422 101

Ref No: - RIFS/AFFI/425/2020

Date: - 15.02.2020

## Certificate of Affiliation

This is to certify that the Agency Namely M/S NARAYAN FACILITIES, B-42, FLOOR-GRD, PLOT-89 PT, B, OM SHIV SHAKTI CHS, J K BHASIN MARG, PUNJABI COLONY SION KOLI, ANTOP HILL, MUMBAI - 400037 has affiliated with our Institute for Training of Private Security Guards and Security Supervisor as per the syllabus vide PSARA Act 2005 and 2007 Sec. 05 for Indoor - 100 Hours and Outdoor - 60 Hours.

Following documents are essential for every new candidate for the said Training as per the schedule of the Institute.

1. Enrollment Form
2. Copy of Police verification
3. Aadhar Card and PAN Card
4. Passport Size Photograph - Two Copies
5. Educational Certificate
6. Nominal Roll

For Royal Institute of Fire & Safety



Authorized Signatory with Seal



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