



No.AAI/SR/Sec/2026/D-30/ **672**

Date: 09.03.2026

To

M/s 10084 B Ravi Security Agency
D NO : 2/124E, Cehnavilai, Munchirai, Puthukkadai PO,
Kanyakumari, Tamil Nadu- 629171
gmail : bravisa001@gmail.com

Sub: Award of Fresh Watch & Ward Security Contract for Deployment of 03 Nos. of Security Guards with reliever at AAI, ACS, Kancheepuram

Sir,

1. With reference to your Bid No 968798 dated 07.02.2026, submitted in response to this office Tender ID No 2026_AAI_264199_1 and Tender reference No AAI/SR/SEC/D-30/2026/1 for the subject contract, the competent authority is pleased to award the contract to your agency, M/s 10084 B Ravi Security Agency, Cehnavilai, Munchirai, Puthukkadai PO, Kanyakumari (TN), for providing security cover to AAI, ACS, Kancheepuram, at DGR specified minimum rates/ wages and Service Charge @ 9.5% for contract duration will be for a period of two years with initial contract for **one (01) Year w.e.f. 10.03.2026 to 09.03.2027** and provision of further extension to further one more year, subject to satisfactory services, with the following terms and conditions:-

Deployment of Manpower/Security Personnel. The composition of security personnel to be deployed would be as mentioned below:-

Description	Remarks
Total Number of Security Guards (unarmed) to be deployed	03 Nos (One each for shift A, B & C).
Locations to be manned at AAI, ACS, Kancheepuram	AAI, ACS, Kancheepuram

- 1.1. The duration of the contract will be for a period of two years with initial contract for one year and provision of further extension to further one more year, subject to satisfactory services.
- 1.2. Responsibilities of the agency/security personnel deployed on duty includes: -
 - a) Regulating access control (restricting the entry only to authorised personnel/vehicles) and shall maintain a register for visitors entry.
 - b) Provide security to buildings, machinery, material, vehicles etc., in the AAI premises.
 - c) To keep vigil on any suspected movements in and around the premises and report immediately to the designated officers of AAI. They will also carry out patrolling of the area during night time to keep vigil.
 - d) To maintain appropriate registers wherever applicable or as advised by AAI Security officials.
 - e) Should promptly inform Officer-in-Charge (OIC), ACS Kancheepuram, AAI / RC.SQ-SR, Chennai about any ongoing event/ incident / accident / abnormal activities taking place at the guarding locations and shall assist the AAI officials in further investigation, if needed.
 - f) Any other duties as and when assigned by OIC, ACS Kancheepuram, Officials / Superior Officers of AAI.



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दक्षिणी क्षेत्र मुख्यालय/SOUTHERN REGION HEADQUARTERS
सुरक्षा निदेशालय/DIRECTORATE OF SECURITY

- 1.3. The contractor will deploy Ex-Servicemen in line with the norms as prescribed in DGR Guidelines issued vide letter No.28(75)/2020-D (Res-1) dated 13 May 2021 & corrigendum dated 23 Jun 2021. Before deployment of the manpower, the firm shall submit the list of personnel along with valid proof of their Ex-servicemen status, their bio data with photo.
- 1.4. The agency must ensure that, proper background checks are done from their side in respect of all the Security Personnel deployed by them at AAI premises/ property. The proprietor is directly responsible for the action of his employees.
 - a) The security personnel will report to the OIC, ACS Kancheepuram, AAI or any other designated officer and will work under his general supervision. They will not leave the place of duty unattended at any time without any suitable reliever being arranged from your agency.
 - b) AAI will evaluate the performance/service provided by your agency. In case, AAI finds the performance of an individual is not satisfactory, the same person has to be replaced by the agency.
 - c) If the service rendered by the firm is not satisfactory in the opinion of AAI, for reason whatsoever, AAI will be at liberty to terminate the contract forthwith by giving short notice.
- 1.5. The security personnel on duty have to be in full uniform. The Security-Agency shall provide their Security Guards with Gum boots, rain coats, fiber police sticks/laathi, re-chargeable search light (Torch), Pepper Spray, Whistles, Siren and/or all such accessories which are necessary for them to discharge their duties. Minimum 03 (three) sets of uniform per year to be given to Security personnel in order to maintain discipline and decorum as per DGR guidelines and entitlement. Minimum one set of Ceremonial dress which is required for drill/ parade during Republic Day & Independence Day celebrations, has to be provided by the agency at their own cost to the security personnel.
- 1.6. The Agency shall provide requisite stationery, registers and writing materials for the duty posts, on need basis for maintaining IN and OUT records and other relevant security aspects.
- 1.7. The personnel deployed by the Agency should have good and sound physique and health. No security personnel shall be allowed on duty in drunken state.
- 1.8. AAI shall not be responsible financially or otherwise for any injury to any of the security personnel in the course of performing the security functions.
- 1.9. The contractor shall not appoint any sub-contractor for the security work under any circumstances.
- 1.10. In case of any loss, theft/sabotage caused by/attributable to the personnel deployed, then AAI reserves the right to claim damage from the contracting agency.
- 1.11. The agency shall abide by the provisions of DGR Norms and Rules & Regulations, Contract Labour (R&A) Act 1970 and other statutory rules and regulations as stipulated by the Government from time to time.
- 1.12. As per DGR guidelines, the agency has to ensure that employees are covered under EC Act 1923 if they are not covered under ESI Act 1948. Hence, Workmen Compensation Policy may please be taken for the contract period before commencement of the contract.



1.13. Necessary licence/permission from ESI, Regional Provident Fund Commissioner, Asstt. Labour Commissioner (Central) u/s 12(I) of Contract Labour (R&A) Act 1970 and PSARA licence shall be submitted within 30 days of award of the contract.

1.14. The security personnel of the agency shall not be allowed to join any Union/Association.

1.15. The agency shall carry out all the orders issued by the Airports Authority of India from time to time relating to these services.

2. **PAYMENT TERMS:** Payment for the Security Services provided by your agency would be as per the minimum wages/rates specified by **Directorate General of Resettlement (DGR), Ministry of Defence, Govt of India from time to time. As per the DGR Minimum Wages/rates notified w.e.f. 01.10.2025**, the details of deployment cost for 03 security guards would be as given below.

Description of Manpower	Deployment Cost per Month (in Rs.)	No. of Persons to be deployed	Total Amount for 1 month (in Rs.)	Total Amount for 1 year (in Rs.)
Security Guard (unarmed & with reliever charges)	34,156.27	3	1,02,468.81	12,29,625.69
(* Excluding GST) Total Rupees twelve lakhs twenty nine thousand six hundred twenty five and paise sixty nine only.				

Note: DGR wage rate is subject to change as and when promulgated by the Govt. and Notice issued by DGR HQs. The agency may claim wages on revised rates as per the latest DGR Wage Notification.

2.1. The Agency is required to deposit Contract Performance Guarantee (CPG) or Bank Guarantee of 10% of one Month's wage bill. The CPG will be deducted from the ESM's monthly service charges in instalments as mutually agreed by the ESM and AAI, as per DGR Guidelines issued vide letter No.28 (75)/2020-D (Res-1) dated 13 May 2021 & corrigendum dated 23 Jun 2021.

2.2. The bill for the services rendered has to be submitted by the agency to OIC, ACS Kancheepuram, AAI within one week after completion of the particular calendar month in **duplicate**. The bill will be accepted by AAI subject to satisfactory performances.

2.3. The agency shall submit the following certificate/documents every month for receiving the payment in duplicate. It may be noted that releasing of payment for the services rendered would be subject to submission of the following documents along with monthly bills.

- Certified Copies of monthly PF ECR/ Challans for deployed personnel.
- Certified Copies of monthly, ESI ECR/ Challans for deployed personnel, as applicable.
- Calculation Sheet showing particulars of monthly pay & allowances entitled to be paid for the security personnel deployed for duties during the month.
- Proof of monthly wages disbursement/monthly wages duly received by the concerned security guards. Wages are to be paid to deployed personnel by crediting to their respective bank accounts. Details of Bank Account with bank statement should be submitted.



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- e) Declaration Certificate issued by the agency, to the effect that the wages in full have been paid to the employees.
f) Copies of the Attendance Sheets duly certified by the employer.

2.4. The agency shall be responsible for paying monthly wages to the personnel before 7th of each calendar month. Payment to security guards will be done by ECS/other modes of electronic fund transfer like NEFT, RTGS, IMPS, etc. On submission of monthly bills (in duplicate), duly signed /verified and completed in all the manners, the AAI will process and release the payment within a period of 15 days from the date of receipt of bills.

2.5. AAI will pay the admissible amount to the contractor on monthly basis. It is the responsibility of the Contractor to deposit the PF, ESI, Taxes etc., to the concerned authorities on regular basis for all the security personnel employed by the agency.

2.6. The Contractor shall enter into an agreement with AAI within 30 days of award of the contract on a non-judicial stamp paper (Rs.100/-) as per format enclosed. Cost of the stamp paper shall be borne by the Contractor.

2.7. In the event of any dispute, AAI's contention/decision will be the **FINAL**.

2.8. In addition to the above, all the Terms & Conditions mentioned in the NIT document shall form part of the Award Letter and contract agreement.

You are requested to kindly intimate this office in writing the acceptance of this offer and be present in this office for verification of all original documents at the earliest.

Yours faithfully,



9/3/26

(B. Kashyap)

JE (AOS)/Security

for Regional Chief Security Officer-SR

Airports Authority of India

Regional Headquarters-Southern Region, Chennai-27

Copy to:

1. The Executive Director (Security) - For information please.
AAI, CHQ. Rajiv Gandhi Bhawan,
Safdarjung Airport, New Delhi-110 003
2. Directorate of Resettlement Zone (South)- For information and records with reference to
C/o HQ Southern Command Sponsorship letter vide No. 8304003/SA/AAI/
Pune - 411001 2025/TN/10084/10226/10063/DRZS dated
22 december 2025.
3. Assistant Commissioner of Labour, For information please.
Dietriot Colcotorate Campus,
Kanchipuram - 631501,
Tamil Nadu

Internal:

1. GM (F&A) - for information please.
2. Officer-in-Charge, ACS, Kancheepuram

Signature Not Verified

Digitally signed by B KASHYAP

Date: 2026.03.11 13:42:57 IST

Location: eProcurement System 4 of 4
Central PSUs