



**Embassy of India  
Lisbon**

Lis/813/1/2014

16.03.2018

**Notice Inviting Bids for Security Services**

Bids/quotations are invited from reputed security agencies to provide one security guard for the Embassy of India located at Rua Pêro da Covilhã N°16, Lisbon – 1400297. The Security Guard will be required to man the main gate of the Embassy building from 0900 hrs to 1730 hrs on all working days of the Embassy.

**Essential Requirements :-**

- i) The Security Guard (Portuguese & English speaking) should have studied at least upto 10<sup>th</sup> standard/grade.
  - ii) He should be physically and mentally fit and free from any apparent disability.
  - iii) He should possess training in basic security duties such as access control and anti-sabotage checks and should also have the knowledge of using security tools like hand held metal detectors (HHMD), door frame metal detectors (DFMD), CCTVs, security alarm system, etc.
  - iv) He should not be more than 50 years of age.
2. The above services of the Security Guard are required for a duration of one year tentatively starting from 1<sup>st</sup> May, 2018.
3. Interested agencies are required to submit their bids in two separate sealed envelopes in the following manner :-
- i) The first envelope should be marked as “**Technical Bid**” and should contain information about the company like past experience, presence in Portugal and outside, present clients, achievements, registration with regulatory authorities, certification, etc.
  - ii) The second envelope should be marked as “**Financial Bid**” and should contain the cost of the service to be provided.
4. The bids may kindly be submitted in English. Both the envelopes could be submitted to the Head of Chancery, Embassy of India, Rua Pêro da Covilhã N°16, Lisbon 1400297 latest by 5 pm on 06.04.2018. For more details, interested agencies can send email at [hocoff.lisbon@mea.gov.in](mailto:hocoff.lisbon@mea.gov.in).

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