



Security Proposal





Security Services
Commercial Proposal
For
ADITYA BIRLA Factory
Dated
23.06.2014



Security Service Proposal

CONFIDENTIAL



TABLE OF CONTENTS		Page
1.	INTRODUCTION	2
1.1	OPENING WORDS.....	2
2.	COSTING BREAKDOWNS.....	3
2.1	SECURITY OFFICER COSTING BREAKDOWN	3
2.2	SUPERVISOR COSTING BREAKDOWN.....	4
2.3	TOTAL COST.....	5
2.4	COMMENTS TO COSTING	6
3.	RELATED INFORMATION	6
A.	VALIDITY OF THE PROPOSAL	6
B.	CLARIFICATIONS OF CONDITIONS OF CONTRACT	6



1. Introduction

1.1 Opening Words

Securitas Egypt is proud to submit this Commercial proposal for Security Service to

Company: ADITYA BIRLA Factory

This document presents Securitas proposal to provide a Guard Force at ADITYA BIRLA Factory in Cairo/Alexandria Desert Road. The guard force presented is as per request from ADITYA BIRLA Factory Security Management and following a survey.

All Guards are working 12 hour shifts. This proposal presents the cost of security service for the following:

Security Officers: They will be working to secure the Main Gate, the Side Gate, monitor the CCTV and patrolling.

Supervisors: Will be responsible for supervising the Security Officers in order to ensure all agreed procedures and processes are taking place.

SECURITAS EGYPT

Kristin Mikaelson

Sales & Marketing Director
Tel: +2 02 23130109
Fax: +2 02 23130108
Mobile: +2010280 11140
E-Mail: kristin.mikaelson@securitaseg.com



2. Costing Breakdowns

2.1 Security Officer Costing Breakdown

ADITYA BIRLA - Alexandria Fiber

Security Officer COSTING BREAKDOWN FOR 12.00 HOURS WORKING SHIFT

<i>Direct Wages Costs</i>	Monthly
Salary Per Person *)	EGP 1,389
* Net salary person receives	1,350.00 EGP
<i>* Income tax need to pay</i>	38.89 EGP
Social security (wages overhead)	78.00 EGP
Official holidays effect (extra salary)	70.33 EGP
Medical Insurance	108.00 EGP
DIRECT WAGES COSTS TOTAL	1,645 EGP

<i>Other Direct Costs</i>	Monthly
Training	21.42 EGP
Uniform	49.58 EGP
Equipment	12.50 EGP
Supervision & work maintaining	0.00 EGP
OTHER DIRECT COSTS TOTAL	83 EGP

<i>Facilities Costs</i>	Monthly
Accommodation	0.00 EGP
Transportation	0.00 EGP
Other direct fixed assets	0.00 EGP
FACILITIES COSTS TOTAL	0 EGP

<i>Relieve (Vacation) Costs</i>	Monthly
Weekly days-off	288.12 EGP
Vacation (yearly)	135.38 EGP
RELIEVE COSTS TOTAL	423 EGP

<i>Direct Costs</i>	Monthly
DIRECT COSTS TOTAL	2,152 EGP

<i>Indirect Costs</i>	Monthly
Company indirect cost	354.03 EGP
INDIRECT COSTS TOTAL	354 EGP

COMPANY MARGIN 217 EGP 8%

BASIC DATA
<i>Average</i> days and hours
Daily working shift length 12.0 hours
Weeks a month 4.3
Person's working days a week 6.0
Person's working days a month 26.1
Person's working hours a month 312.9
Person's days-off a week 1.0
Person's vacation days a year 21.0
Shift days a week 7.0
Shift days a month 30.4
Shift hours a month 365.0

HOURLY BREAKDOWN
<i>Average</i> in a monthly basis
Direct costs 5.90 EGP /hour
Operating margin 1.56 EGP /hour
Total costs 6.87 EGP /hour
Company margining 0.59 EGP /hour
Invoicing 7.46 EGP /hour

<i>Invoicing</i>	Monthly	
SERVICE FEE	2,723 EGP	per one monthly post / shift (excluding sales taxes)

All prices above excluding sales tax.

The monthly service fee is fixed amount to be invoiced based on number of months in the invoicing period and other terms of payment that agreed in the service contract.

Security Service Proposal

CONFIDENTIAL



2.2 Supervisor Costing Breakdown

ADITYA BIRLA - Alexandria Fiber		
Supervisor COSTING BREAKDOWN FOR 12.00 HOURS WORKING SHIFT		
Direct Wages Costs		
Salary Per Person *)	Monthly	EGP 2,118
* Net salary person receives		2,000.00 EGP
* Income tax need to pay		117.65 EGP
Social security (wages overhead)		78.00 EGP
Official holidays effect (extra salary)		105.27 EGP
Medical Insurance		108.00 EGP
DIRECT WAGES COSTS TOTAL		2,409 EGP
Other Direct Costs		
Training	Monthly	21.42 EGP
Uniform		49.58 EGP
Equipment		12.50 EGP
Supervision & work maintaining		0.00 EGP
OTHER DIRECT COSTS TOTAL		83 EGP
Facilities Costs		
Accommodation	Monthly	0.00 EGP
Transportation		0.00 EGP
Other direct fixed assets		0.00 EGP
FACILITIES COSTS TOTAL		0 EGP
Relieve (Vacation) Costs		
Weekly days-off	Monthly	415.40 EGP
Vacation (yearly)		195.18 EGP
RELIEVE COSTS TOTAL		611 EGP
Direct Costs		
DIRECT COSTS TOTAL	Monthly	3,103 EGP
Indirect Costs		
Company indirect cost	Monthly	510.57 EGP
INDIRECT COSTS TOTAL		511 EGP
COMPANY MARGIN		314 EGP 8%
HOURLY BREAKDOWN		
<i>Average</i> in a monthly basis		
Direct costs		
8.50 EGP /hour		
Operating margin		
2.26 EGP /hour		
Total costs		
9.90 EGP /hour		
Company maring		
0.86 EGP /hour		
Invoicing		
10.76 EGP /hour		
INVOICING		
SERVICE FEE	Monthly	3,927 EGP
per one monthly post / shift (excluding sales taxes)		

All prices above excluding sales tax.

The monthly service fee is fixed amount to be invoiced based on number of months in the invoicing period and other terms of payment that agreed in the service contract.

Security Service Proposal

CONFIDENTIAL



2.3 Total Cost

ADITYA BIRAL - Alexandria Fiber

GUARDING POSTS, SHIFTS AND FEES



Post / Task	Number of posts	Shift Days	Monthly fee per post	TOTAL FEES
Supervisor				
Day Shift 12 hrs	1	Every Day	3,927 EGP	3,927 EGP
Night Shift 12 hrs	1	Every Day	3,927 EGP	3,927 EGP
Main Gate				
Security Officer				
Day Shift 12 hrs	2	Every Day	2,723 EGP	5,447 EGP
Night Shift 12 hrs	1	Every Night	2,723 EGP	2,723 EGP
Patrolling				
Security Officer				
Day Shift 12 hrs	3	Every Day	2,723 EGP	8,170 EGP
Night Shift 12 hrs	3	Every Night	2,723 EGP	8,170 EGP
Side Gate				
Security Officer				
Day Shift 12 hrs	1	Every Day	2,723 EGP	2,723 EGP
Night Shift 12 hrs	1	Every Night	2,723 EGP	2,723 EGP
CCTV Room				
Security Officer				
Day Shift 12 hrs	1	Every Day	2,723 EGP	2,723 EGP
Night Shift 12 hrs	1	Every Night	2,723 EGP	2,723 EGP
GRAND TOTAL	15			43,258 EGP

TOTAL MONTHLY FEE FOR GUARDING SERVICE		
Total Excluding Sales Tax	Sales Tax (10 %)	Total Including Sales Tax
43,258 EGP	4,326 EGP	47,584 EGP

2.4 Comments to Costing

- All guards will work 12 hours, and will be accommodated at the site.
- The customer is kindly requested to provide a clean and good standard Accommodation for the guard force.
- Time & Attendance, Guard Patrol System and Guard's Uniform are included in the above costing.
- Medical Insurance against Dermatologist and Pulmonology is included in the costing due to the site environment.

3. Related information

a. Validity of the Proposal

The Proposal is valid two (2) months from it is dated, and is subject to terms conditions being agreed prior to signature of contract.

b. Clarifications of Conditions of Contract

If the contents of the contract documents or other documents relating to the Services are mutually conflicting, the documents shall prevail in the following order:

- A. Signed Contract with its Conditions of the Contract as agreed between Securitas and ADITYA BIRLA Factory.
- B. Securitas Proposal submitted to response the Contract request for quotation
- C. Object-specific operating instructions, if any
- D. Securitas guarding and operating instructions
- E. Other relevant documents.

