

Requisition Seeking Sponsorship from DGR / DRZ
for ESM Security Agencies for Limited Tender Enquiry

1. I _____ for and on behalf of M/s _____ hereby undertake the following prior to seeking sponsorship of DGR empanelled security agencies at _____ (Area) in the jurisdiction of my organization.

(a) That whilst seeking sponsorship of / awarding contract to DGR sponsored security agency, the Principal Employer (CPSU), i.e. M/s _____ shall abide by the provisions of GOI MoD OM No 28(75)/2020-D(Res-I) dated 13 May 2021 and its subsequent amendments, if any, issued from time to time.

(b) The Principal Employer, i.e. M/s _____ shall submit half yearly returns of the security guards status, including Ex-Servicemen guards, employed by the security agency, to DGR so that the stipulated percentage & strength of ESM guards can be ascertained by DGR. These reports shall be authenticated by the Authorized Representative of the Principal Employer, i.e. M/s _____ and sent to DGR on 01 Jan & 01 July of each year.

(c) Intimation will be given to DGR/ DRZ regarding the award of contract with the details of the successful security agency. Details/ Reasons will be intimated if the contract is not entered into.

(d) Intimation will be given to DGR /DRZ regarding cancellation of the contract. (if any)

2. Requisition for seeking sponsorship of ESM Security Agencies for limited tender enquiry.

(a)	Name of PSU / Principal Employer	
(b)	Corporate & Correspondence Addresses of the Principal Employer	
(c)	Name & Designation of the Authorized Representative of the Principal Employer	
(d)	Tele No with STD Code of the Authorized Representative of the Principal Employer Office & Mobile No	
(e)	Fax No with STD Code of the Authorized Representative of the Principal Employer	
(f)	Letter No & date vide which Requisition for security agencies forwarded to DGR (Mandatory field. Unique Number / ID for each Requisition be given)	
(g)	Official E-mail id of the Authorized Representative of the Principal Employer	
(h)	Location(s) District & State where Security guards are proposed to be deployed	
(i)	Type of guards required in confirmation with State PSARA Rules (Armed / Unarmed / Supervisor)	
(j)	Type & Number of Guards required in each location	

e 

(k)	Number of posts to be manned	
(l)	Total No of guards required (Armed + Unarmed + Supervisor + Lady guards, if any)	
(m)	Scheduled / Expected date of commencement of the Proposed Contract	
(n)	Number of security agencies / Corporations required by limited tendering	
(o)	Duration of Contract (a) Maximum of 2 years (No provision for suo-moto extension by Principal Employer) (ref Para 10 (c) of OM) (b) Reasons if specifically required for only 1 year	
(p)	Any other relevant information.	

3. Details of previous contract.

(a)	Name of Security Agency /Corporation providing service at present & its DGR Empanelment No.	
(b)	Date of commencement of previous contract(s)	
(c)	Date of expiry of previous contract(s)	
(d)	Number of guards deployed by the present Security Agency / Corporation / Company	
(e)	Performance of Guards deployed by the present Security Agency / Company / Corporation	

Official Stamp
Date & Place

Signing Authority

Correspondence Address	Tele Fax No	E-mail Id & Website	Remarks
Jt Dir [(Emp)(E&R)] Directorate General Resettlement Dept of Ex-Servicemen Welfare Ministry Of Defence, Govt of India West Block-IV, RK Puram New Delhi - 110066	Tele :- 011-20892565 Fax :- 011-26171456	ercelldgr@desw.gov.in www.dgrindia.com	Requisition to reach DGR three (03) months before commencement of the new contract.

Alternate address

Principal Director [(Emp)(E&R)] Directorate General Resettlement Dept of Ex-Servicemen Welfare Ministry Of Defence, Govt of India West Block-IV, RK Puram New Delhi - 110066	Tele :- 011-20862529 Fax :- 011-26171456	pddgr@desw.gov.in www.dgrindia.com	Requisition to reach DGR three (03) months before commencement of the new contract.
---	---	--	--

Q