



Ref:M-Five/Gen/2018/9162

Date:

To,

**Sub.: Provisioning of Security & Allied Services**

Dear Sir,

**“We proudly introduce ourselves as one of the leading professional company dealing with all kind of Manpower requirements with specialization in providing Security Services & House Keeping Services”.**

**We have been registered as VTP (Vocational Training Partner) with SSSDC (Security Sector Skill Development Corporation) of NSDC (National Skill Development Corporation).**

We are presently providing our specialized services to noted Dignitaries, Export Houses, Showrooms, RWAs, Embassy, PSUs, Oil Installation, Corporate offices etc.(Company Profile along with the client list is enclosed.)

The company is backed by professionals from the Army, Air Force, Navy, Police and Intelligence Services. Effective delegation of responsibilities at all levels and their tasks clearly defined, allows each person in the organizations to perform to their optimum.

**M-Five Security, an ISO 9001:2015 certified company, is committed to redefining standards and providing its clients professional services of the highest quality. We firmly believe in honesty, integrity and forthrightness and strive to live up to our motto ‘Nidar Kadam’. Brief profile of the Company is attached**  
We assure you of our best services at all times and look forward to a long mutually beneficial association with your organization.

Thanking you,

**With Best Regards,  
Lt Col J P Rai (Retd)  
Director  
M-Five Security Pvt Ltd**

# **COMPANY PROFILE**

M- Five Security Pvt. Ltd., an **ISO 9001:2015 certified company**, was raised in March 1998 by Late Lt. Col. (Retd) S S Rai. Late Col. Rai was commissioned in the infantry in 1943. He held important appointments in the country and abroad. A dedicated soldier, he worked selflessly to define very high standards for M-Five. His name to date draws fierce loyalty, affection and reverence from all members of the company. He is no more amidst us and to immortalize him we rededicate ourselves in his memory. Today Lt. Col (Retd) J. P. Rai and Mr. Ashok Pratap Rai are at the helms of affair and the company has grown leap and bounds under their able leadership. Lt. Col. (Retd.) J. P. Rai served in the Army for 24 years and took over the reins from Late Lt. Col (Retd.) S. S. Rai. Mr. Ashok Pratap Rai has served the Government in various ministries from 1989 to 1998 as an Officer on Special Duty (OSD). M-Five has gained tremendously from his rich experience in the Government. The company is scaling new heights and gaining from strength to strength. Our hallmark is quality services at very competitive rates.

The company is backed by professionals from the Army, Air Force, Navy, Police and Intelligence Services. Effective delegation of responsibilities at all levels and their tasks clearly defined allows each person in the organizations to perform to their optimum.

## **Services:**

**M-Five** Security is committed to redefining standards and providing its clients professional services of the highest quality. We firmly believe in honesty, integrity and forthrightness and strive to live up to our motto '**Nidar Kadam**'. **M-Five** Security is currently providing:

- **Guarding Services.**
- **Security Training.**
- **Security Consultancy**
- **Electronic Security Systems.**

Recognizing security as a core service sector in light of growing threat to life and assets, **M - FIVE** is engaged in expending its services to secure lives and assets of its clients by providing :-

- **Protection to Lives.**
- **Protection to Assets.**
- **Installing Electronic Security Systems.**
- **Event Management Security**
- **Personal Security Officer**
- **Traffic controllers / Bouncers**

We also provide executive protection services and specialized security services for mega-events like Family Gatherings, Festive Occasions, Exhibitions and Cultural shows etc apart from catering to customized requirements for special occasions and special clients by providing experts as personal security officers armed with automatic pistols.

To customize your security needs, we propose to deploy guards round the clock to carry out patrols for static posts and beat patrols for all types of premises and perform following functions:

- **Controlling Entrance and Exit.**
- **Manning Reception.**
- **Performing Internal Patrols.**
- **Handling Response Functions.**
- **Sniffer/Patrol Dogs**



Our company is also providing security and allied services as under on permanent basis for Marriage Parties, Private Parties, and Corporate Parties etc:

- **Traffic Control.**
- **Valet Parking.**
- **Provision of Bouncers.**
- **Sanitizing the area by Sniffer Dogs.**
- **Door Frame Metal Detector, Hand Held Metal Detector and Under Car Search Mirror.**



## **HOUSE KEEPING AND ALLIED UTILITY SERVICES:**

Whether you run a small office building, a large factory or multiple sites around the National Capital Region, M-Five can tailor a house keeping service to meet your needs. We have our own extensive resources in both staff and equipment and we have established partnerships with carefully selected specialist Companies.

We are able to offer you a total housekeeping solutions ranging from routine duties such as the cleaning of floors, carpets, equipment, internal and external windows to more specialized tasks such as clean room environments, plant and machinery.

Through M-Five you can be assured that the highest standards of hygiene will be maintained in “at risk” areas as kitchens, canteens and toilet facilities. You can have total confidence in M-Five to provide a professional, cost effective waste management service that is fully compliant with all relevant environmental norms. We provide our clients:-

- **Office and Factory Space Care.**
- **Washroom Care.**
- **Sanitation Care.**
- **Maintenance of Essential Services.  
(Electrician, Plumber, Carpenter and Driver etc.)**
- **Pest Control.**
- **Horticulture/landscaping.**
- **Catering/ Pantry Services.**
- **House Keeping.**

## **PLACEMENT SERVICES:**

Outsourcing your staffing needs for non core activities offers attractive time and cost saving benefits, both in terms of recruitment and actual employment. People who work in support areas such as reception, clerical and administrative functions have an important role to play in smooth functioning of your organization.

At M-Five you can be sure that the people we employ or assign to work for you will possess the relevant skills, experience and personal qualities. Above all they will be dedicated and committed to your business.

If you require flexible, efficient and cost effective services delivered through a single source, look no further than **M-Five**.

## **How We Work:**

We believe the success of our services; can be attributed to the way in which we approach this business. The M-Five philosophy is that, all personnel are whole time employee's of M-Five. They are physically and mentally robust; the personnel are smartly turned out, are intelligent, trustworthy, and trained by competent instructors. The personnel are selected by company's tough selection board. They are thoroughly vetted before being employed. We firmly believe that the three main criteria in providing quality services are Selection, Training and Supervision.

a) **Selection :**

All our personnel are carefully selected through a tough selection board. Our personnel are minimum of 5 ft. 8 Inches tall, physically tough, in the age group of 25 to 40 years and have minimum matriculation as their educational qualification. These parameters pertaining to education, age, physical fitness, family background and working capabilities ensure optimum productivity. All employees are subjected to vigorous vetting and are recruited only after approval of the Internal Security Department, who is responsible for verification of background and checks on service/ educational records of each employee. 100 % police verification of personnel is carried out.

b) **Uniform:**

The guard is smartly attired in Sky Blue shirt and Navy Blue trousers, lanyard and peak cap with Golden Rope on the peak. The Navy Blue Scarf/Tie with sky blue stripes adds beauty to the uniform. The company logo as on the letter head differentiates us as class above the other security concerns. The guard is issued with whistle and baton as part of their uniform. In order to ensure quality and uniformity 100% uniform is issued to the employees by the company.

c) **Training:**

Before deployment it is mandatory for all employees to undertake a Basic Training course which imparts the necessary skills to perform their respective duty. They are also taught the rudiments of First Aid, Fire – Fighting and self–defense. The training process is ongoing and progressive throughout the employee's career to refresh and further develop their capabilities. Emphasis is laid on the followings:-

1. **Physical Training**
2. **Security of Hotels, Hospitals, Corporate Offices, Malls, etc.**
3. **Fire Fighting & First Aid**
4. **Soft Skills**
5. **Disaster Management**
6. **Observation Skills**
7. **Checking of incoming/outgoing Visitors & Material.**
8. **Public dealing, Politeness & Punctual**
9. **Security Training about the safety of Property, Personnel, Information, and Documents.**
10. **Safe Custody of Original & Duplicate Keys.**

## 11. Maintenance of following records

- (a) Visitors incoming /outgoing register.
- (b) Vehicle incoming /outgoing register.
- (c) Material incoming /outgoing register.
- (d) Key in /out register

### d) Supervision :

We realize that Supervision is most important aspect in order to provide quality service. In this regard we have strong operations team comprising of Manager, Inspectors and Patrol Supervisors who are constantly checking on our assignments and personnel. This is further backed by a 24 hrs Control Room so that both clients and personnel's can obtain assistance, at any time.

### Registrations:-

➤ ESI Registration No	:	11-43782-101
➤ PF Registration No	:	DL/22422
➤ PAN No.	:	AACCM2375B
➤ ISO 9001:2015	:	IAS/QMS/B1673
➤ GST No.	:	07AACCM2375B1ZU

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## **OUR PRESENT CLIENTS**

- Oil India Ltd. NOIDA/Delhi.
- Telecom Regulatory Authority of India(Govt. of India)
- Central Cottage Industries Corporation of India Ltd (Ministry of Textiles)  
Janpath,New Delhi/Varanasi/Patna/Chennai.
- Biotechnology Industry Research Assistance Council (Ministry of Science).
- Handloom Marketing Complex, Janpath,New Delhi.
- Green Gas Limited, Agra, Lucknow/Agra.
- Indian Council of Agricultural Research, NASC Complex, Pusa, New Delhi.
- Association of Corporations & Apex Societies of Handlooms (ACASH).
- National Centre for Textiles Design, New Delhi.
- The Handloom Export Promotion Council, New Delhi.
- National Projects Construction Corporation Limited, Zonal office, Gurugram.
- Dena Bank (Empanelment For Delhi & Uttar Pradesh)
- FIIT-JEE Ltd, Delhi, Gurgaon ,Faridabad,
- .Grid Interior (P) Ltd, New Manglapuri,New Delhi.
- Pitney Bowes Software India Pvt. Ltd., Sec 62, Noida
- Bridgecon India,Greater Noida,Delhi.
- P A Time Industries, Nizammudin.
- Several Residential:Delhi /Gurgaon/Noida
- APN New Channel, Noida.
- Schindler India Pvt. Ltd., Noida
- Nangia & Company Jasola Delhi
- Gold Star Estates Pvt.Ltd, New Delhi.
- Fashionite Impex Pvt. Ltd.,New Delhi
- Islamic Republic of Iran Broadcasting New Delhi Bureau.
- Algoworks Technologies Pvt. Ltd.,Noida.
- Mr. Sanjeet Kamal,Vasant Vihar,New Delhi.
- Clixso Broadband Pvt. Ltd., Noida.
- Metropolis Vaults Pvt. Ltd., New Delhi.
- Centenary Trading Pvt. Ltd., New Delhi.
- Rina Dhaka, New Delhi.
- Centre Budget and Governance Accountability, New Delhi.
- Fashion Folio, New Delhi.

### **EVENT MANAGEMENT COMPANIES:-**

- Encompass, Mehrauli, New Delhi,
- Hungama. Com, Delhi.
- Shiv-Vani Oil Exploration,Delhi/NOIDA
- WIZCRAFT,Okhla
- Conception Events & Entertainment Pvt Ltd,Mehrauli,New Delhi.

- Percept D Mark, Division Of Percept Ltd.

**NOTED DIGNITARIES WHOM WE HAVE SERVED:**

1. Mr Janeshwar Mishra, M.P & Ex-Minister of Petroleum & Natural Gas.
2. Mr Salim I Shervani, M.P & Ex Minister of health.
3. Mr Raj Babbar, M.P (Film Star).
4. Mr K.K.Tiwari, Ex-Minister for Information and Technology.
5. Mr Raj Kumar, Ex-M.P
6. Mr Sayeed M Shervani
7. Mr D. Nariman.

## **Clients whom we have served in Past**

**Client's Name**

- DRDO, Ministry of Defence, Metcalfe House, New Delhi.
- DRDO, Ministry of Defence, Head Quarter.
- HPCL, Punjabi Bagh, New Delhi.
- State Trading Corporation (STC), New Delhi
- U.P. State Bridge Corporation Ltd., Ghaziabad.
- HUDCO, Lodhi Road, New Delhi.
- Hindustan Times, Noida
- Directorate General of Hydrocarbons (Ministry of Petroleum) Noida

**Contact us at:**

**Registered Office:**

**M-Five Security Pvt Ltd**

126, Greenview Apartment, Mandi Road,  
New Manglapuri, Mehrauli. New Delhi-110030

Ph: 011-26803379/26809999

9868104499 /9899364134

E-mail: [mfive\\_security@rediffmail.com](mailto:mfive_security@rediffmail.com)





***Please refer the following notes:-***

1. GST @18% will be charged on Total billing.
2. All the personnel deployed by us will be in Uniform with suitable experience and expertise in their respective field.
3. If replacement of any personnel deployed by us is sought by you, suitable replacement will be provided within 72 working hrs from the date of intimation of such replacement to our office/office bearers.
4. To effectively supervise & maintain our standard of services, our Field Officer shall be visiting at regular intervals without any additional charge.
5. Detailed checklist/ feedback forms will be made available at your office for your comments which we highly value.
6. All statutory liabilities will be paid for by M-Five such as ESI, PF etc and same shall be paid by the client to M-Five. The rates are subject to revision of Minimum Wages by the Competent Authority of Government from time to time.
7. The above assignment will be undertaken only after signing of agreement/ letter of Intent/Award or work-order issued by your office in our favour.
8. In order to select, brief/train & deploy the best of personnel, we request you for an early confirmation of order.
9. The M-Five will raise an invoice on the last day of each month and the Client shall pay the same by the 10<sup>th</sup> of the month without any deductions.
10. Equipment usage price will be charged extra (in case of specialized equipment).

Thanking you & assuring you of our best services at all times.

Yours Sincerely,

Amar Bahadur Singh  
Sr. Manager  
9899364134  
M-Five Security Pvt Ltd.