

Accredited, experienced and registered Service providers are hereby invited for the supply and delivery of security registers

SCOPE OF WORKS:

Bidders are invited to supply and deliver registers as per below table:

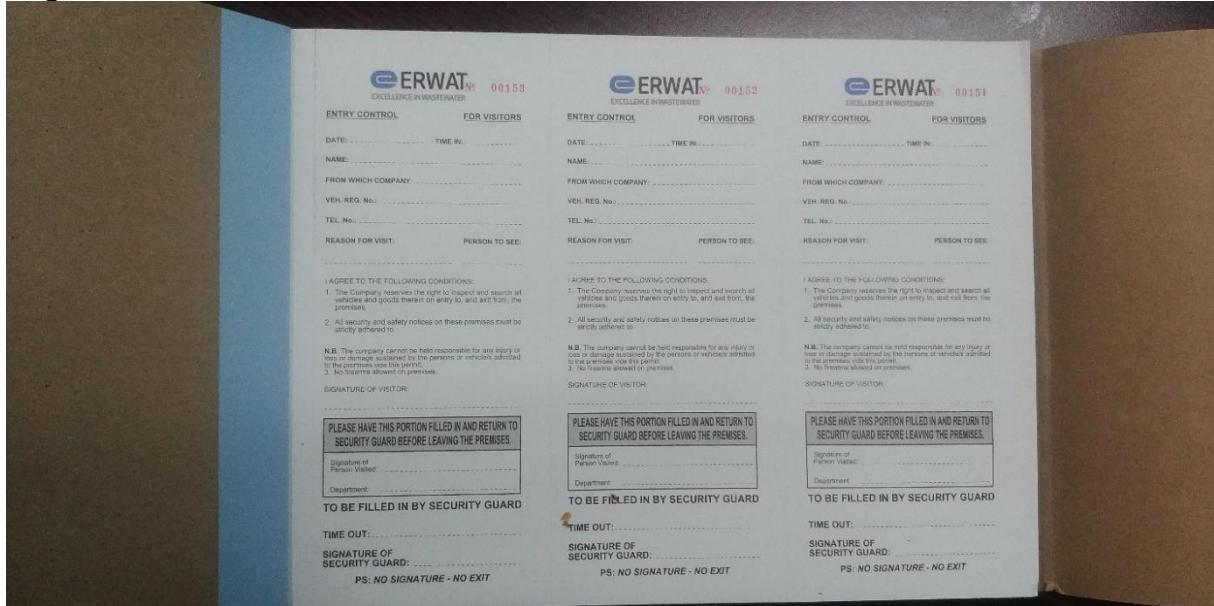
The successful bidder must provide sample registers for approval before registers can be completed
Successful bidder must be able and willing to supply the registers in one week after order is issued

No	Description	Quantity
1	ERWAT - A4 - Access control registers – Duplicate with three tear off slips (As per attached picture) (White and yellow pages)	200 Registers 100 pages per registers
2	ERWAT - A4 - Contractors register – Single page (As per attached picture)	150 Registers 100 pages per registers
3	ERWAT-A4 – Tender register – Duplicate page (As per attached picture)	100 Registers 100 pages per registers
4	ERWAT – Building Inspection register – Duplicate pages (As per attached picture) (White and Blue)	250 Registers 100 pages per registers
5	ERWAT – Vehicle search register – Single page (As per attached picture)	150 Registers 100 pages per registers

Sample pictures:

1) Access control register with tear off slips

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ERWAT № 02103 EXCELLENCE IN WASTEWATER		ERWAT № 02102 EXCELLENCE IN WASTEWATER		ERWAT № 02101 EXCELLENCE IN WASTEWATER	
ENTRY CONTROL		FOR VISITORS		ENTRY CONTROL	
DATE:	TIME IN:	DATE:	TIME IN:	DATE:	TIME IN:
NAME:		NAME:		NAME:	
FROM WHICH COMPANY:		FROM WHICH COMPANY:		FROM WHICH COMPANY:	
VEH. REG. No.:		VEH. REG. No.:		VEH. REG. No.:	
TEL. No.:		TEL. No.:		TEL. No.:	
REASON FOR VISIT:	PERSON TO SEE:	REASON FOR VISIT:	PERSON TO SEE:	REASON FOR VISIT:	PERSON TO SEE:
 I AGREE TO THE FOLLOWING CONDITIONS: 1. The Company reserves the right to inspect and search all vehicles and goods therein on entry to, and exit from, the premises. 2. All security and safety notices on these premises must be strictly adhered to. N.B. The company cannot be held responsible for any injury or loss or damage sustained by the persons or vehicle/s admitted to the premises via this permit. 3. No firearms allowed on premises.		 I AGREE TO THE FOLLOWING CONDITIONS: 1. The Company reserves the right to inspect and search all vehicles and goods therein on entry to, and exit from, the premises. 2. All security and safety notices on these premises must be strictly adhered to. N.B. The company cannot be held responsible for any injury or loss or damage sustained by the persons or vehicle/s admitted to the premises via this permit. 3. No firearms allowed on premises.		 I AGREE TO THE FOLLOWING CONDITIONS: 1. The Company reserves the right to inspect and search all vehicles and goods therein on entry to, and exit from, the premises. 2. All security and safety notices on these premises must be strictly adhered to. N.B. The company cannot be held responsible for any injury or loss or damage sustained by the persons or vehicle/s admitted to the premises via this permit. 3. No firearms allowed on premises.	
SIGNATURE OF VISITOR:		SIGNATURE OF VISITOR:		SIGNATURE OF VISITOR:	
<div style="border: 1px solid black; padding: 5px; text-align: center;"> PLEASE HAVE THIS PORTION FILLED IN AND RETURN TO SECURITY GUARD BEFORE LEAVING THE PREMISES. </div> <p>Signature of Person Visited: _____ Department: _____</p>		<div style="border: 1px solid black; padding: 5px; text-align: center;"> PLEASE HAVE THIS PORTION FILLED IN AND RETURN TO SECURITY GUARD BEFORE LEAVING THE PREMISES. </div> <p>Signature of Person Visited: _____ Department: _____</p>		<div style="border: 1px solid black; padding: 5px; text-align: center;"> PLEASE HAVE THIS PORTION FILLED IN AND RETURN TO SECURITY GUARD BEFORE LEAVING THE PREMISES. </div> <p>Signature of Person Visited: _____ Department: _____</p>	
TO BE FILLED IN BY SECURITY GUARD		TO BE FILLED IN BY SECURITY GUARD		TO BE FILLED IN BY SECURITY GUARD	
TIME OUT: _____		TIME OUT: _____		TIME OUT: _____	
SIGNATURE OF SECURITY GUARD		SIGNATURE OF SECURITY GUARD		SIGNATURE OF SECURITY GUARD	

2) Contractors register

3) Tender register

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4) Building Inspection register

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ERWAT		LOSS CONTROL DEPARTMENT		No. 13361
EXCELLENCE IN WASTEWATER		BUILDING & PERIMETER INSPECTION		
DESCRIPTION		DESCRIPTION		
BUILDINGS		COMPANY VEHICLES		
WINDOWS		WINDOWS		
LIGHTS / OFFICE		DOORS		
DOORS		PARKING AREA		
PERIMETER		TRAILERS		
MAIN ENTRANCE		MOBILE GENERATORS		
SECURITY SPOTLIGHTS		GUARD HOUSE		
ELECTRICAL FENCE		HYGIENE		
FENCE		REGISTERS		
POT HOLES		RADIOS		
GATE		EMERGENCY PROCEDURES		
CLOCK IN		DUTY ROSTER		
PATROL SYSTEMS		FIRE EQUIPMENT		

COMMENTS: _____

SIGNATURE: _____ DATE: _____

PRINT NAME: _____ TIME: _____

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LOSS CONTROL DEPARTMENT BUILDING & PERIMETER INSPECTION		No. 13421
DESCRIPTION	DESCRIPTION	
BUILDINGS	COMPANY VEHICLES	
WINDOWS	WINDOWS	
LIGHTS / OFFICE	DOORS	
DOORS	PARKING AREA	
PERIMETER	TRAILERS	
MAIN ENTRANCE	MOBILE GENERATORS	
SECURITY SPOTLIGHTS	GUARD HOUSE	
ELECTRICAL FENCE	HYGIENE	
FENCE	REGISTERS	
POTHOLEs	RADIOS	
GATE	EMERGENCY PROCEDURES	
CLOCK IN	DUTY ROSTER	
PATROL SYSTEMS	FIRE EQUIPMENT	

COMMENTS: _____

SIGNATURE: _____ DATE: _____

PRINT NAME: _____

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5) Vehicle search register