

Security services contract

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Summary

This contract offers security services, including static guarding, patrolling, mail scanning and alarm response.

Lead agency: Department of Treasury and Finance

Conditions of use: Mandatory

Contract reference number: SS-10-2017

Arrangement type: 5 suppliers

Start date: 1 February 2018

End date: 31 January 2021 (2 extension options of 1 year each are available)

Log in to view confidential commercial details of the contract (Government users only)

Login <https://apps.dtf.vic.gov.au/apps_state_purchase_contracts/>

Register as a buyer for the contracts portal (Government users only)

Register <https://apps.dtf.vic.gov.au/apps_state_purchase_contracts/>

Key benefits

Key benefits of this contract include:

- flexibility to cover your security requirements
- a wide range of security services
- supplier choice and competition through a panel arrangement
- the no less favourable mechanism to protect the pay and conditions of security workers

What's covered?

This contract covers these main areas of security:

Static guarding

Employment of a security officer at a specified post for a specified period. Static guarding duties include:

- monitoring and controlling entry of personnel and/or vehicles to a site
- concierge/reception duties
- producing and issuing passes to authorised personnel
- searching personnel and their belongings (and operating equipment to conduct searches)
- guarding gates
- inspecting vehicles
- giving directions to people
- answering telephones
- recording times of entry and exit of visitors
- responding to routine and emergency incidents
- on-site and off-site control room operations
- operating, close circuit television (CCTV)
- fire panels/systems, alarm systems and attending incidents
- fire warden/chief fire warden duties

Patrolling sites

Patrolling includes:

- a mobile security officer to patrol sites, on foot or by vehicle
- a physical presence to deter crime, and watching for safety and security

Patrols can lock up in the evening and open up in the morning. Patrols can inspect doors, windows and gates for signs of unauthorised entry.

Mail scanning

Mail scanning includes inspecting, and scanning mail or parcels on delivery. Only trained security can scan and inspect, as scanning requires the use of specialist equipment.

Alarm response

Alarm response includes security officers response to any alarm activation notified to them.

Other security services

Other security services include the following:

Corporate events

Corporate events are special events held at a Government site that may need security. Functions and events may occur at any time, can be infrequent and be on weekends or public holidays. Please give due notice (i.e. within 24 hours).

Remote locations

Security can cover remote sites located anywhere up to the borders of Victoria. It can include patrolling perimeters or monitoring sites for safety and security. Security officers are trained to perform this activity and the safe use of any specialist equipment.

Crowd control events

Security for a planned event, held in a building or series of buildings or an area of defined open land. This includes general shows, fairs, concerts, sporting events and general public events.

Surge

Security services provided on call for an urgent need for security resources.

Supplier details

This contract has supplier arrangement with these 5 suppliers:

G4S Custodial Services Pty Ltd

ABN: 37 050 069 255

Address: Level 4/616 St Kilda Road Melbourne VIC 3004

Website: www.au.g4s.com/ <<http://www.au.g4s.com>>

Contact name: Neonie Colls

Role: Director Justice Operations

Mobile: [0438 364 763](tel:0438364763)

Email: neonie.colls@au.g4s.com <<mailto:neonie.colls@au.g4s.com>>

MSS Security Pty Ltd

ABN: 29 100 573 966

Address: Level 2/63-79 Parramatta Road Silverwater NSW 2128

Website: www.msssecurity.com.au <<https://msssecurity.com.au>>

Contact Name: Jamie Adams

Role: General Manager VIC/TAS

Phone: [03 8379 5959](tel:0383795959)

Mobile: [0401 776 228](tel:0401776228)

Email: Jamie.adams@msssecurity.com.au <<mailto:Jamie.adams@msssecurity.com.au>>

National Protective Services Pty Ltd

ABN: 49 007 009 261

Address: Suite 5/186-202 York Street South Melbourne VIC 3205

Website: www.nationalprotectiveservices.com.au

<<https://nationalprotectiveservices.com.au>>

Contact Name: Rachael Saunders

Role: Chief Executive Officer

Phone: [03 9690 4711](tel:0396904711)

Mobile: [0429 948 131](tel:0429948131)

Email: r.saunders@natprot.com.au <<mailto:r.saunders@natprot.com.au>>

SECUREcorp (Victoria) Pty Ltd

ABN: 27 108 335 324

Address: 11 Compark Circuit Mulgrave VIC 3170

Website: www.securecorp.com.au <<https://www.securecorp.com.au>>

Contact Name: Natalie Vinaev

Role: National Director, Strategic Development

Phone: [03 8527 8888](tel:0385278888)

Mobile: [0411 169 585](tel:0411169585)

Email: natalie.vinaev@securecorp.com.au <<mailto:natalie.vinaev@securecorp.com.au>>

Wilson Security Pty Ltd

ABN: 90 127 406 295

Address: Level 3/235 St George Terrace Perth WA 6000

Website: www.wilsonsecurity.com.au

[<https://www.wilsonsecurity.com.au/Pages/Home.aspx>](https://www.wilsonsecurity.com.au/Pages/Home.aspx)

Contact Name: Greg Watson

Role: General Manager Regional Operations

Phone: [03 9936 3413](tel:0399363413)

Mobile: [0476 103 423](tel:0476103423)

Email: greg.watson@wilsonsecurity.com.au [<mailto:greg.watson@wilsonsecurity.com.au>](mailto:greg.watson@wilsonsecurity.com.au)

[<mailto:natalie.vinaev@securecorp.com.au>](mailto:natalie.vinaev@securecorp.com.au)

Join this contract

To join this contract and access more information:

Register for the contracts portal

[Log in to the contracts portal](#)

[<https://apps.dtf.vic.gov.au/apps_state_purchase_contracts/>](https://apps.dtf.vic.gov.au/apps_state_purchase_contracts/) to view confidential contracts and pricing.

Use this contract

Anyone using this contract must follow the rules of use.

Step 1. Identify the security services you need

Advise the category manager your intention to use this panel.

Engage with your key stakeholder about the arrangement.

Step 2. Get internal approval to use a panel supplier

Get advice for to all necessary financial and process approvals according to your internal purchasing policies.

Step 3. Prepare a statement of work and request for quote

Create a statement of works, including:

- a description of the security roles to be provided
- a work schedule showing hours of work, days of work and shift pattern

Step 4. Prepare a request for quote

Contact the category manager [REDACTED]
<mailto:[REDACTED]> for the request for quote and pricing templates.

The template must be used for any engagement with a supplier on this contract.

Include the current pay and conditions for security workers in the pricing template to meet the no less favourable requirement.

Send the statement of works and the request for quote including the pricing template the panel suppliers.

It is recommend that all panel members are approached to ensure prices are competitive. Alternatively you may align to your organisations policies and processes.

Step 5. Review potential suppliers

During the supplier review, take into account the supplier's capabilities, including risk management.

Consider interviewing suppliers to check which supplier best suits your needs.

During supplier interviews discuss the statement of work and request for quote and your needs. Make sure you consider the probity needs.

Step 6. Check compliance with the no less favourable rule

The no less favourable requirement protects the pay and conditions of security workers. If you're not sure about how to meet this requirement, contact the category manager [Email: [REDACTED]].

Step 7. Select the supplier and get internal approvals

The supplier you select must be approved by your organisation following the internal approval process.

You will need to work closely with the selected supplier to make sure the no less favourable requirement is met.

