

www.bobbyguards.co.ke

BGL

BOBBY GUARDS SECURITY LIMITED

We value & keep you secured 24/7



COMPANY PROFILE

Contact us:

-  Mukoma Road, South Gate Centre,
2nd Floor, South B Shopping Centre.
-  +254 (20) 210 10 63
-  +254 (0) 722 839 506
-  +254 (0) 757 840 415
-  info@bobbyguards.co.ke
-  www.bobbyguards.co.ke

TABLE OF CONTENTS

1. Vision	3
1.1 Our Mission Statement	3
1.2 Our Market	3
2. Background	4
2.1 The Executive	5
2.2 Organization Chart	6
3. Guard Recruitment and Training	7
3.1 Requirement	8
3.2 Training	8
4. Deployment	9
4.1 Uniforms	9
4.2 Supervision	9
5. Promotion	9
5.1 Handling Complaints	10
5.2 Communication Equipment	11
6. Services Offered	12
6.1 Guard Services	14
6.2 Alarm Installations	14
7. Standard	14
7.1 Push Buttons	14
7.2 Domestic Automatic Alarm System	14
8. Closed Circuit Television-CCTV	15
8.1 Electronic Access Control	15
8.2 Dog Services	16
9. Event Security Management	18
9.1 Private Investigation	19
9.2 Vehicle Fleets	20
10. Client List	22
10.1 Client List	23
10.2 Client List	24
10.3 Client List	25
10.4 Client list	26
11. Company Information	26
12. Incorporation Certificate/Official documents & Insurance	34

Our Vision

To be the most professional security services Company in the region working with trained security personnel that are committed to honesty, trustworthy and hardworking as a recipe to providing efficient and reliable security services to our esteemed customers.

Our Mission.

To provide the best security services in the market with attractive tailored security services in tandem with our commitment to honesty , trust and professionalism from our well trained security officers.

Our Market

Our company targets both medium and large firms and institutions; a market that continues to be vulnerable to security risks round the clock 24/7. This market includes Learning institutions, Large firms, Factories, shops, Malls, Banks, Hotels, Office buildings, Residential areas, body guard services as well as provision of security services at various functions.

So that we are responsive to market needs with the most suitable and attractive security services, our company carries out a comprehensive site survey of the customers' premises to analyze potential risks to the facility and come up with risk preventive security measures.

BACKGROUND INFORMATION

Bobby Guards Limited was established and incorporated under the companies act in June 1994 and set operations in the capital city of Nairobi before embarking on an ambitious expansion across the Country.

We are an innovative and value driven company with many years of extensive knowledge and expertise in the security industry, through the provision of unrivaled quality commercial security services to businesses operating in the Republic and private sectors. We have managed to achieve much success through building on policy of integrity, credibility and partnership with all our esteemed clients.

At Bobby Guards Security, we recognize the importance of our security team in providing customer service that goes above and beyond the norm. We believe that the key to providing a first class service lies with investing in the workforce which is why we have made significant contributions towards recruitment, training and development in terms of our Managers, Supervisors and Front Line Security officers. We have achieved a greater level of staff motivation and customer satisfaction.

As one of the leading security companies, Bobby Guards Security emphasis on quality combined with an innovative and customer focused approach to the provision of commercial security services which differentiate us from other organizations operating in the sector.

Bobby Guards Security ultimately provides peace of mind, enabling its clients to focus on achieving their business objectives, rather than dealing with the worries and concerns associated with the security of their employees and premises.

Our head office is located along Mukoma Road, South Gate Centre building, South B Shopping centre, Nairobi. Due to our good track record, we have been able to expand our operations outside Nairobi and our presence is spread across the 47 counties with Branch/Liaison offices in every major town in the republic of Kenya. The company is compliant with all the new government requirements of security firms as well insurance policy which is beneficial to our clients.

We value our clients and they always come first as a priority before anything else. Our core principles and values are driven by the philosophy that the client is always at the center of focus.

Our Key clientele commitment is to ensure personalized service, responding to clients' needs on time all the time, quality delivery and value for the clients' money.

THE EXECUTIVE

Mr. Simon Kitheka Kiilu- Chairmain, Executive Director



A long serving lawmaker and a Former Director, Industrial Commercial Developemnt Authority (I.C.D.C). He is fully involved in the control and directions of the company's day to day operations.

Mr. Joseph M.K Kiilu - Managing Director



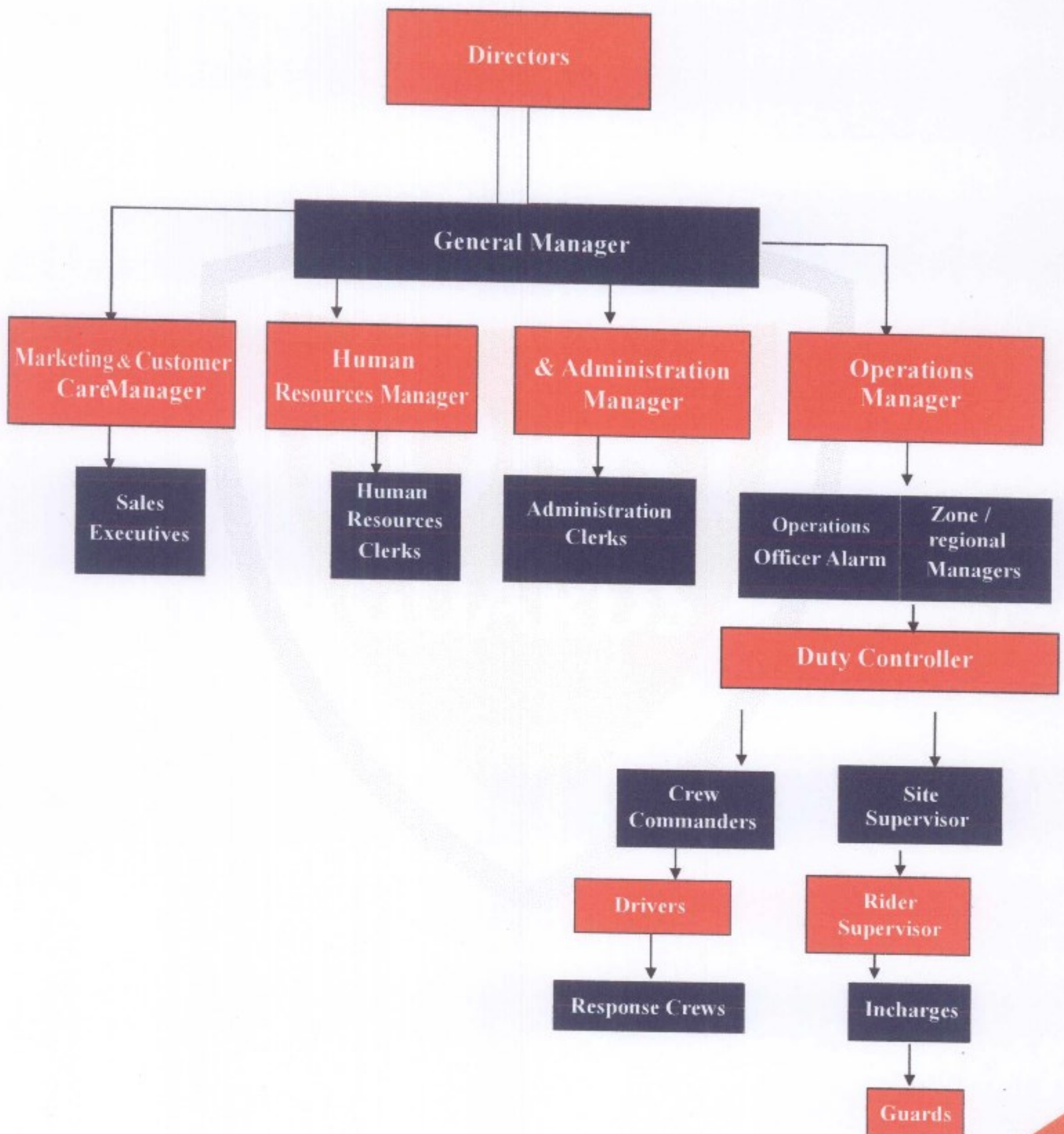
Business administration with accounting option. Has an added advantage of more that 15 years in security management experience.

Evelyn Ogendero –Business Development Director



A NITA certified public relations, customer service, entrepreneurship and life skills trainer with a bias of counselling psychology.

ORGANIZATIONAL CHART



GUARDS RECRUITMENT & TRAINING

GUARDS RECRUITMENT CRITERIA

We have set ourselves the following basic criteria, which must be met before recruitment of a guard into the Company for training:

Requirements

- Must be a Kenyan Citizen
- Age 25-45 years
- Height 5ft 9 inches and above for men and 5ft 7 inches for ladies
- At least a Certificate of Secondary Education Mean Grade D+ and above with exceptional good communication skills and customer care.
- Mandatory Certificate of Good Conduct from Criminal Investigation Police Department
- Letter of reference from Government Administrative Area Chief
- Possession of a Kenyan National Identity Card
- Letters of introduction from two referees giving their contacts together with copies of their National Identity Cards
- A letter from the last employer if previously employed.

Having satisfied the above requirements, the candidates sit for an aptitude test and only those who pass are admitted to the training school.

TRAINING

The guards undergo a six weeks' intensive training course in the capable hands of qualified trainers with a rich security background gained from the Kenya Armed Forces and other related disciplined forces under the direct supervision of the Operations Manager who then reports to the Managing Director. The training ensures that the recruits are fully conversant with their responsibilities and procedures involved in efficiently carrying out their duties.

The subjects are covered:

- FOOT DRILLS
- GUARD ADMINISTRATIONS
- EMERGENCIES PLANS (FIRST AID & FIRE FIGHTING)
- COMMERCIAL AND RESIDENTIAL SECURITY
- POWER OF ARREST AND LEVEL OF FORCE
- SEARCH PROCEDURES

- TERRORISM AND CRIMINALITY
- SUICIDE TERRORISM
- BOMB RECOGNITION & I.E.D'S
- SURVEILLANCE DETECTION
- OBSERVATION TECHNIQUES
- TECHNICAL SECURITY MEASURES
- PHYSICAL SECURITY MEASURES
- CHEMICAL / BIOLOGICAL WARFARE
- COMPANY CODE OF CONDUCT/ COMPANY DRESS CODE
- INSTANT REPORT WRITING AND RECORD KEEPING
- VHF RADIO COMMUNICATION



Weekly assessment tests are normally conducted to evaluate the performance of each guard, and those who fail to perform are discontinued from the training. At the end the Six weeks the recruits sit for an examination. Those who pass are ready to be deployed.

DEPLOYMENT

The Operations Manager and Deployment Officers place the guards in different assignments after a detailed and complete survey of the premises.

Emphasis is given to the clients' specifications and the prevailing security needs of the premise. Guards deployed to every new assignment must be introduced to the client who is encouraged to participate in a supplementary survey and briefing on security matters pertaining to that particular facility before active duty.

Uniforms

Bobby Guards Limited has a standard uniform dressing code policy and should the client have specific needs then Bobby Guards Limited provides for the same. The uniform issuance and replacement for normal wear and tear is free of charge to the guard. In compliance of the Kenya Subsidiary Legislations the guards are issued with the complete security uniform kit as follows:-

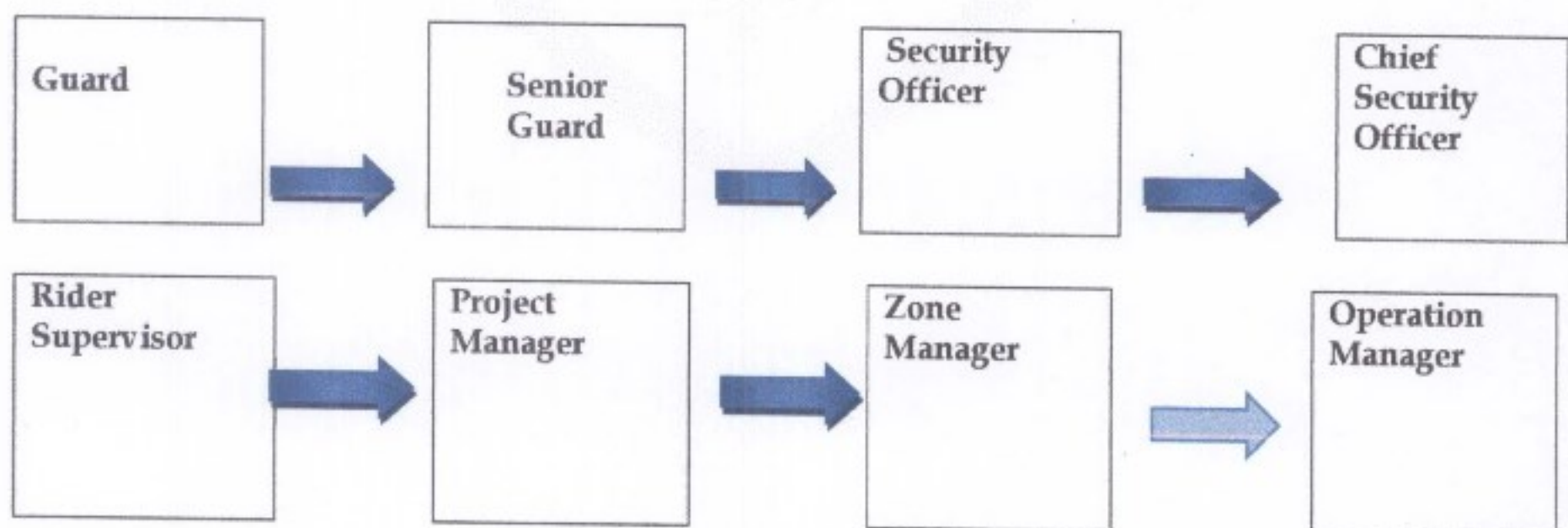
1. Two pairs of trousers
2. One Cap
3. Two Jackets
4. Two Shirts
5. One Pullover
6. One Rain coat
7. One Lanyard and Whistle
8. A pen and a notebook
9. A pair of Boots
10. One umbrella
11. A Baton
12. Identification and name tag
13. Bows and Arrows where applicable
14. Torch and Cells for night guards

Supervision

The guards are under supervision from our trained motorbike supervisors and site supervisors two times per shift, while Senior Managers carry out random spot-checks. Our guards channel their problems, if any, through the supervisors and the Managers and the matter raised is resolved by the managers.

Promotion

The Company has set up a ranking system structure as shown below where promotion to any rank is purely based on merit.



ELECTRONIC ACCESS CONTROL

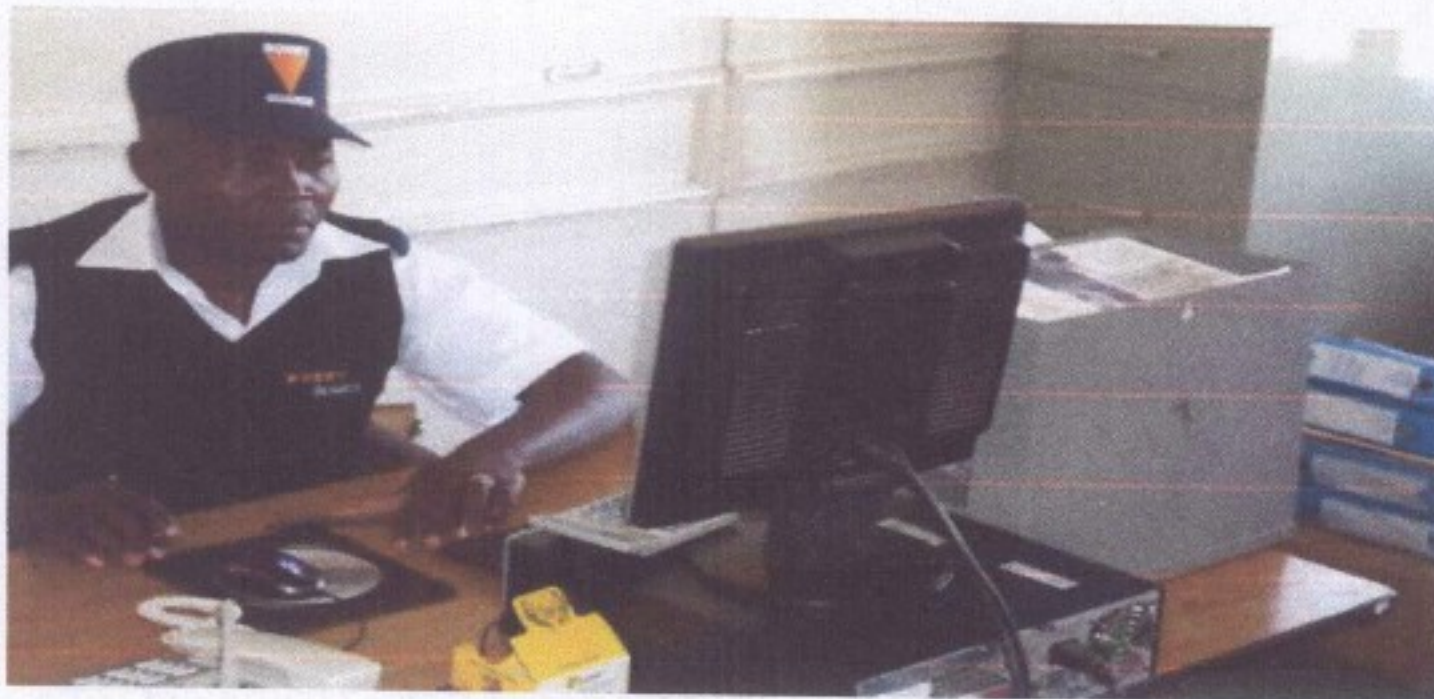
Complaints from clients regarding guard/guards are channelled through our Customer Service Manager who in turn ensures that all complaints are handled and receive the attention they deserve

Communications Equipment

The Company has invested in Motorola Communications and the models installed are the GM 350 mobile and GP 300 portable radios. The Head Office Supervisors and Managers are accessible at any given time of the day or night on the radio through the Control Room.

The Controllers manning the control room 24 hours ensure that all operations are running smoothly and any problems arising receive immediate attention.

24 HOUR CONTROL ROOM



SERVICES OFFERED

Bobby Guards Limited is committed to the provision of efficient and personalized security services tailored to meet commercial internationally proven security service provision.

GUARD SERVICES

We offer guard services driven by a need to maintain a disciplined, efficient and well organized tight company, at both residential and commercial premises with pride.



Residential Guarding

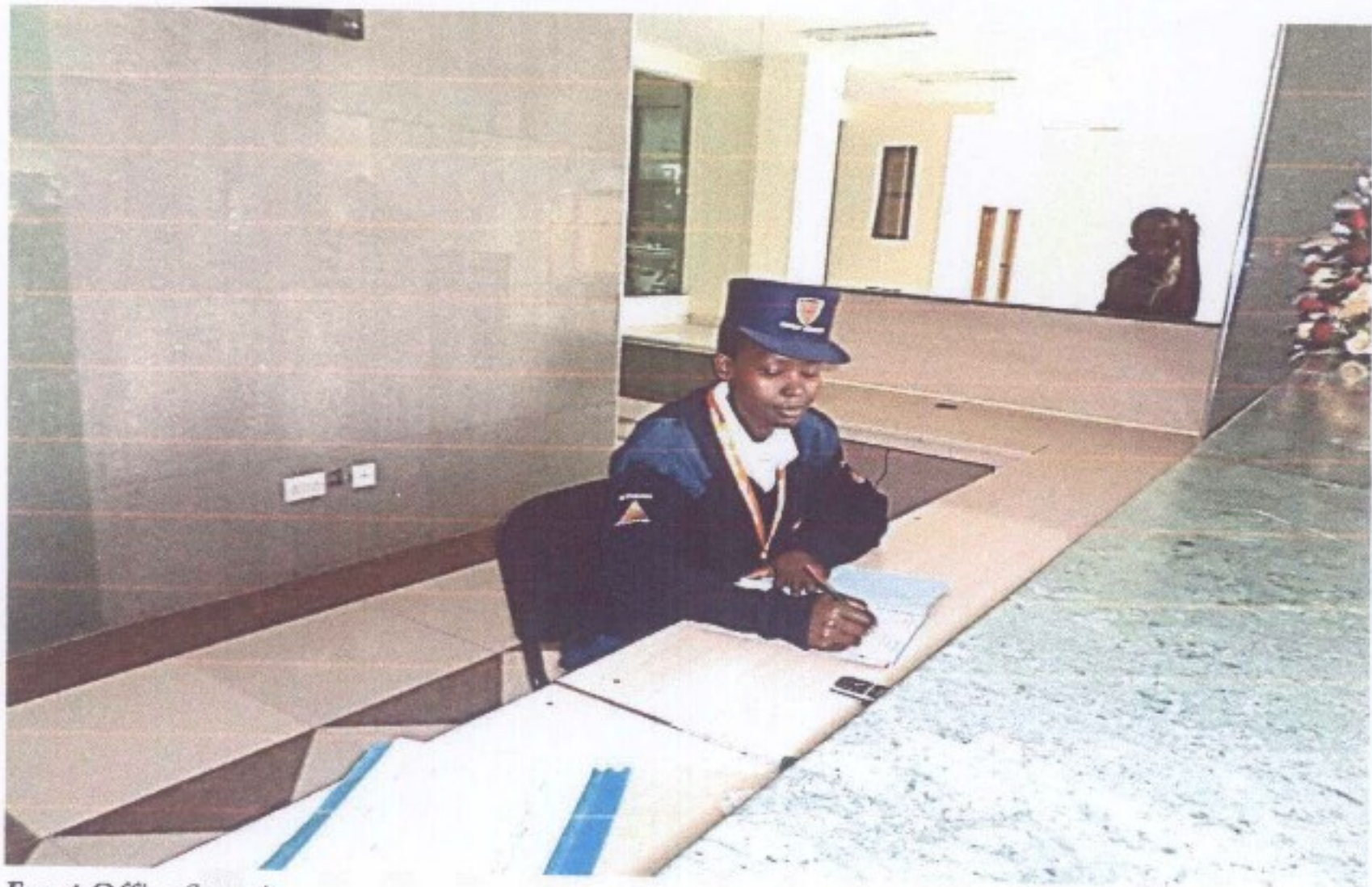
Public Places Securing



Commercial Guarding



Hotel / Hospitality Security



Front Office Security

ALARMS INSTALLATION

Standards

Bobby Guards Limited Alarm Systems conform to standards set by The Kenya Security Industry Association (KSIA) and protective security industry association. The Alarms are wired using the closed circuit principle to enable non detection of wires that may be cut deliberately or accidentally.

Push Buttons

These are manually operated alarm systems. In case of an emergency the push button is pressed, which activates the transmitter to call for back up. There are optional features, which include wireless remote panic button, which can activate the alarm within a radius of 200 meters.



DOMESTIC AUTOMATIC ALARM SYSTEM

This system eliminates the need to manually activate the alarm transmitter. It consists of two Magnetic Door Contacts, two Passive Infrared Sensors, a Panel which controls the above and a minimum of three Panic Buttons. This system detects intrusion and triggers the alarm, which sends the signal to the main control room, and a backup is dispatched.

CLOSED CIRCUIT TELEVISION - CCTV

This is a system comprising of cameras installed on appropriate area of protection as per client's specification zone. It comprises of cameras, monitors multiplexers, and Video Recording. This enables the clients to monitor all the activities in his absence/presence.

Company Profile

CCTV can be computer based as well, which can also enable the client to monitor all the activities from a certain location or through networking.



ELECTRONIC ACCESS CONTROL SYSTEMS

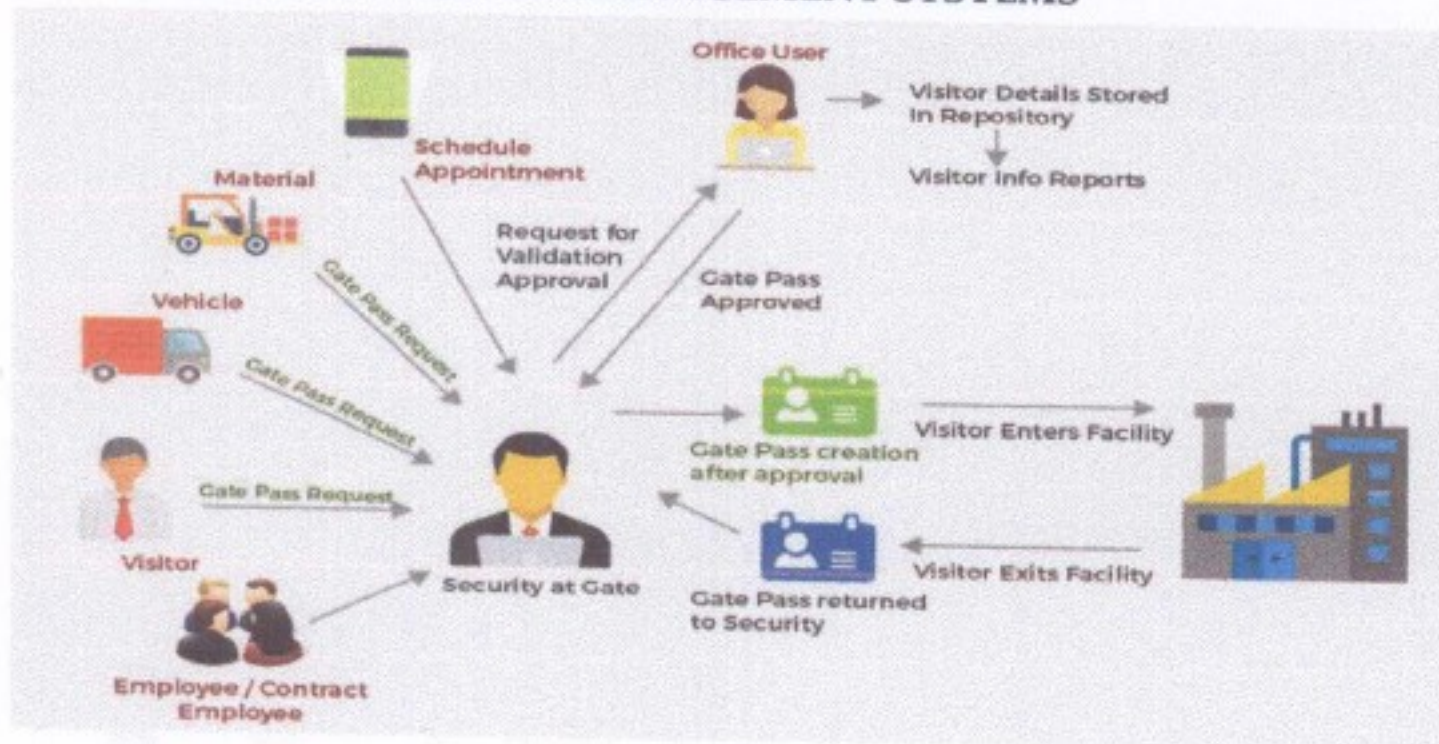
Bobby Guards Ltd has a comprehensive access control system for companies, County buildings, construction sites, banks, hospitals, educational facilities, industrial facilities, sports facilities, etc. Specific requirements are consistently implemented

AUTOGATE SMART CONTROL SOLUTIONS

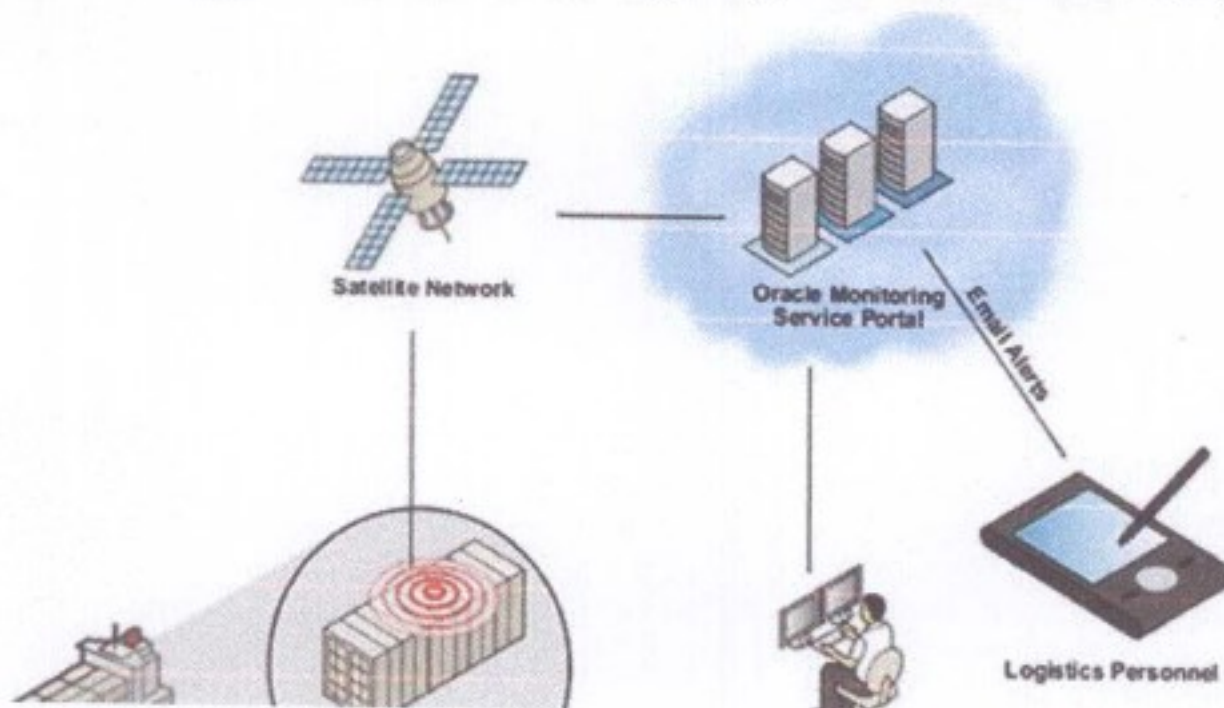


Our expert staff will take you step-by-step through the security gate planning process, ensuring that accurate recording on all premises access for enhanced security management. The solution factors in recording for vehicle registration, driving license, to keep precise data on all premises entrants.

DIGITAL VISITOR MANAGEMENT SYSTEMS



Visitor management and physical access control. This system blends ID verification, number plate recognition, Bio metrics, RFID proximity access, one-time pin temporary access control with a complete visitor and contractor management back end. Will automate much of the security processes as possible while providing a pleasant experience for the customer and retaining a high security level for the site.



SMART LOGISTICS SOLUTIONS

Bobby Guards Ltd provides simulation of digitized processes to record consignments tallies with a huge combination of fleet placements options and parameters, covering your whole supply chain in order to quantitatively derive your optimal plan in a short period.

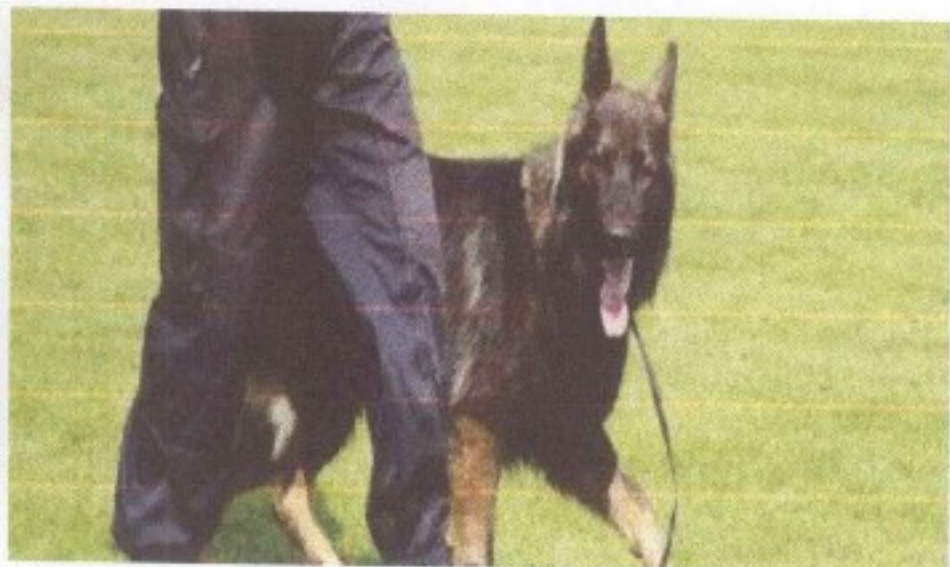
Dog Services

Bobby Guards Limited provides canine security patrols where a superior selection of dog breeds for German shepherds and Rottweilers are observed and protective behavior for these breeds observed and undertaken by a team of experts who extensively train the dogs before being deployed. The dog handlers are equally trained to ensure the dogs are properly catered for and well groomed.

Dog Security Training



Dog Patrol



EVENT SECURITY MANAGEMENT

Through continuous consultative meetings between the event stakeholders, a risk assessment report is normally prepared prior to the event date. During such events a temporary control room is normally set-up at the venue of the events that facilitates the entire security coordination during the event. The Bobby guards' management team is equally present during the event to oversee the Operations

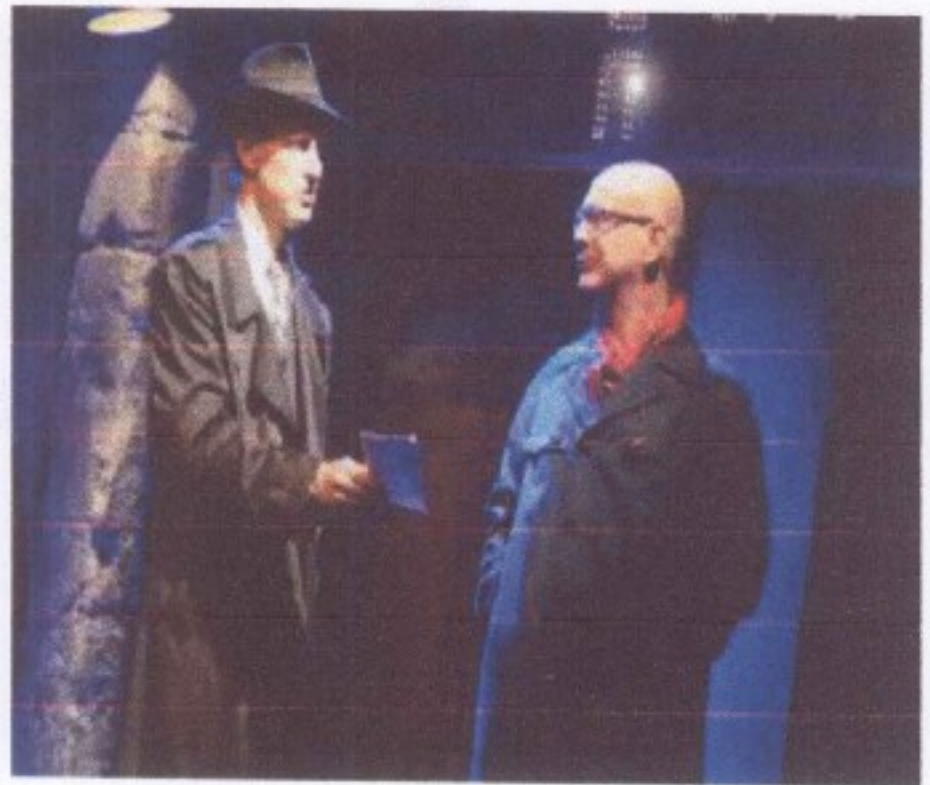
Through continuous consultative meetings between the event stakeholders, a risk assessment report is normally prepared prior to the event date. During such events a temporary control room is normally set-up at the venue of the events that facilitates the entire security coordination during the event. The Bobby guards' management team is equally present during the event to oversee the Operations.





PRIVATE INVESTIGATION

We provide private investigation services to any prospective client where individuals (private investigators) may be dispatched to the facility to undertake investigations. They may act as undercover detectives to unearth information that is risky and/or suspicious; causing red flags for any given company, entity or facility.



ICT SOLUTIONS

Reliable ICT Services;

All Computers Suppliers, IT equipment
Servicing & Maintenances, Networking
Technologies & Internet Connections
Peripherals Devices Support e.g. printers.

Specialists

Bobby Guards Ltd has highly qualified
personnel in all areas of the ICT services we
provide. We do continued research for new
innovations & dynamics to match with ever
changing technology trends.

VEHICLE FLEETS

Bobby Guards Limited has invested in a number of vehicles and motorcycles to support its operation. Pictured below is some of our fleet. Each vehicle is equipped with a GM 350 Motorola Radio for communication with our 24hrs manned control room. All movements are recorded to ensure that the intended journey is duly authorized. Bobby Guards Limited has a fully-fledged workshop for maintenance of the fleet to ensure that downtime is minimized.

Patrol Vehicles

- Quick response team




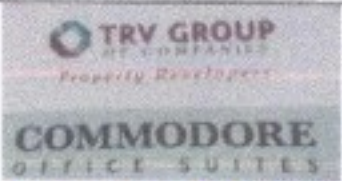









Backup Vehicles














CLIENT LIST


Below are some of our major clients

Name of Company	Profile	Services	Contact Person
 <p>Jacaranda Gardens Management Company Limited</p>	Jacaranda Gardens is a modern and expansive development consisting of mainly 2, 3 & 4 bed roomed apartments, totalling to 800 units in 3 phases. Jacaranda has a recreation and commercial centre which comes equipped with a state-of-the-art gymnasium, business centre, restaurants, meeting rooms, hospital, nursery school, and a swimming pool covering 500 sqm.	Providing guarding services, metal detectors, Under search mirrors, Alarm Backup and dog patrols	<p>Mr Nicholas Odindo Security Manager</p> <p>Tel: +254 722 304 398</p> <p>P.O Box 65948 - 00607 Nairobi, Kenya</p>
 <p>Commodore Office Suites</p>	Commodore office suites are Real Estate Company which deals with purchasing of land and developing properties, either into commercial or residential.	Providing guarding services, walk through machine, under search mirror and metal detectors	<p>Mr. Stephen Ouso Property Manager</p> <p>Tel: +254 726 404 749</p> <p>P.O Box 50563 - 00200 Nairobi, Kenya</p>
 <p>Export Processing zones Authority</p>	EPZ Authority's mandate is to promote and facilitate export oriented investments and to develop an enabling environment for such investments. The EPZ Authority is a State Corporation, under the Ministry of Industrialization and Enterprise Development	Providing Guarding Services, metal detectors and dog patrols.	<p>Mr. S.K Njue</p> <p>Tel: +254 715 009 258</p> <p>P.O Box 50563 - 00200 Nairobi, Kenya</p>
 <p>Zetech University</p>	Zetech College, located in Nairobi, is a private training institution that is well known for its exciting approach to tertiary education, its high standards in teaching and research.	Providing Guarding services, metal detectors, under search mirrors and dog patrols.	<p>Ms. Monica Director</p> <p>Tel: +254 720 271 922</p> <p>P.O Box 2768 00200 Nairobi</p>

 <p>The Information & communication technology Authority</p>	<p>The Information and Communication Technology (ICT) Authority is a State Corporation under the Ministry of Information Communication and Technology. The corporation was established in August 2013. The Authority is tasked with rationalising and streamlining the management of all Government of Kenya ICT functions.</p>	<p>Providing guarding services, Customer care service and metal detectors</p>	<p>Mr. Mbugua Administrator</p> <p>Tel: +254722 244 453</p> <p>P.o BOX 27150-00100 Nairobi, Kenya</p>
 <p>Jacaranda Health Ltd</p>	<p>Jacaranda Health's vision is a world where all women and their families experience childbirth safely and East Africa's highest quality affordable maternity hospital, partnering with government hospitals to deliver solutions that improve quality of care for all mothers and newborns with dignity.</p>	<p>Providing guarding services, Customer care service and metal detectors</p>	<p>Catherine Ongeti Hospital Manager</p> <p>Tel: +254 723 448 554</p> <p>P.O Box 52595 - 00100 Nairobi, Kenya.</p>
 <p>Kenya Bus Service Management Ltd</p>	<p>Kenya Bus Service Management Ltd (KBSM) is a Top 100 Mid-Sized Transport Management Company established ten (10) years ago in Kenya from the ashes of the now defunct Kenya Bus Services Ltd (KBS).</p>	<p>Providing guarding services and metal detectors</p>	<p>Mr. Kennedy Makori Security Officer</p> <p>Tel: +254 706 480 034/ 0720 559735</p> <p>P. O. Box 41001 - 00100 Nairobi. Kenya</p>
 <p>Grash Gardens in Karen</p>	<p>This is a development comprising of 8 exquisite & modern 4 bedroom townhouses, located in the most serene and secure environment of Karen Bogani East, selling @ K.sh 57M.</p>	<p>Providing guarding services and metal detectors</p>	<p>Ms. Caroline Otieno Administrator</p> <p>Tel: +254 720 426 724</p> <p>P. O. BOX 17095-00100 Nairobi Kenya</p>
 <p>Crystal Valuers Ltd</p>	<p>Crystal Valuers Limited is a firm of consulting Valuers and Estate Agents in Kenya incorporated in January 2000. It offers professional services in the valuation of land, buildings, furniture, plant and machinery.</p>	<p>Providing guarding services, Alarm backup and Dog patrols</p>	<p>Mr. Benson Ngundo Property Manager</p> <p>Tel: +254 700 760 041</p> <p>P.O Box 10205 - 00100 Nairobi, Kenya</p>

 <p>Kenya Community Development Foundation (KCDF)</p>	<p>Kenya Community Development Foundation (KCDF) is a public philanthropic foundation that supports sustainable community driven development. Formed in 1997, KCDF is the first and oldest indigenous foundation of its kind in East Africa.</p>	<p>Providing guarding services, customer care service and metal detectors</p>	<p>Ms. Magdalene Nyahura Property Manager Tel: +254 715 992 309 P.O Box 10501 – 00100 Nairobi, Kenya</p>
 <p>Machakos University</p>	<p>Machakos University is an academic institution committed in transmitting knowledge, skills and attitude through science, Technology and Innovation for the benefit of humanity.</p>	<p>Providing guarding services, undersearch mirrors and metal detectors</p>	<p>Mr. Kombo Security Manager Tel: +254 722 753 887 P.O Box 136 – 90100 Machakos</p>
 <p>Kenya Institute of Mass Communication</p>	<p>The Kenya Institute of Mass Communication (KIMC) was established in 1961 and was named as the then Voice of Kenya Training School. Its main purpose was to train electronic engineering and technicians for the then, Kenya Broadcasting Service (KBS)</p>	<p>Providing guarding services, undersearch mirrors and metal detectors</p>	<p>Ms. Caroline Security Manager Tel: 0708 262 895 P.O Box 42422 – 00100 Nairobi, Kenya</p>
 <p>State House Girl's High School</p>	<p>State House Girls High School is located in Westlands constituency, Kilimani. The school is part of the Westlands district in the Nairobi.</p>	<p>Providing guarding services, undersearch mirrors and metal detectors</p>	<p>Ms. Ann Muturi Administrator Tel: +254 722 638 379 P.O Box 30252-00100 Nairobi, Kenya</p>
 <p>Machakos County Assembly</p>	<p>Government of Machakos County is one of the leading county Kenya wide, committed to ensuring that the residents of the County are aware of what their Government is doing to better their lives.</p>	<p>Providing Guarding services, undersearch mirror and customer care service</p>	<p>Mr. Sammy Makau Sergeant At Arms Tel: +254 722 226 039 P.O Box 1168 – 90100 Nairobi, Kenya</p>
<p>COLLINS PARK</p>	<p>Collins Park is residential development at the heart of the quiet and serene suburb of Lavington. It offers a well-planned layout of newly built townhouses spread out over an acre in a gated community</p>	<p>Providing guarding services and metal detectors</p>	<p>Ms. Farija Security Co-ordinator Tel: +254 723759869 Lavington, Nairobi, Kenya</p>

KILELESHWA COURT	Kileleshwa Court is a spacious and well-designed apartments situated off Oloitokitok road, Kileleshwa	Providing guarding services and metal detectors	Ms. Millicent Palo Security Co-ordinator Tel: +254 722310319 Kileleshwa, Nairobi , kenya
 Mulley's Supermarkets	Mulley's Supermarket, is the culmination of one of the most inspiring entrepreneurship to have emerged out of Kenya	Providing guarding services ,metal detectors, installed alarm systems and CCTVs	Mr. Robert Mutio Operations Manager Tel: +254 715 992 309 P.O Box 438 - 9010 Machakos, Kenya
 Kenya Medical Training College (Manza Campus Machakos)	Kenya Medical Training College (Maanza) is located about 4 km from Machakos at Kenya Israel Shopping Center. The campus offers only full time mode of study to all its diploma students.	Providing guarding services, undersearch mirrors and metal detectors	Mr. Joseph Mutonga Incharge Operations P.O Box 115 - 90100 Machakos , Kenya Tel: +254 721 350 347
 Et Elasto Tech Ltd-EPZ Kilifi	ET Elasto Tech EPZ Limited is a manufacturing company in Kenya. The company manufactures clothing/ garments for men, women and children.	Providing guarding services ,metal detectors, Alarm backup and dog patrol	Ms. Eunice Operations Manager Tel: +254 711696 468 P.O Box 802 Kilifi
 Waridi Paradise Apartment Hotel	Waridi is a Swahili word for Rose flower. Waridi Paradise Apartment Hotel is therefore a serene and sophisticated abode situated right in the heart of Hurlingham area, Nairobi. .	Providing guarding services and walk through machine and metal detectors	Mr. Sakwa Security Officer Tel: +254 722 105 811 P.O Box 13425 - 00100 Nairobi, Kenya
 Safi International (NGO)	Safi International is a Norwegian initiative. We develop, manufacture, sell and distribute a brand new clean cookstove, the Safi Cooker, for the African market.	Providing guarding services and metal detectors	Ms. Gertrude Meteuer Finance Manager Tel: +254 721 556 895 P.O Box 3750 - 00506 Nairobi, Kenya
 Maeji Kaiho International Ltd	Maeji Kaiho International Ltd. is an accredited member of following Renowned Trade Associations in Japan committed to export high quality Japan used vehicles with Trust, Safety & Security to Overseas Buyers & Dealers.	Providing guarding services and metal detectors	Mr. Jeff Muisyo Managing Director Tel: +254 728 727 725 P.O Box 41297 - 00100 Nairobi, Kenya

Down Town Forex Bureau	Down town Forex bureau is currency exchange business, Located inside Wilson airport Kenya.	Providing guarding services and metal detectors	Wilson Airport, P. O. Box 42444, Nairobi
 Value Zone Ltd <small>Registered Valuers, Estate and Managing Agents</small>	Value Zone Limited was incorporated in February 2001 by widely experienced directors to add value to our clients by offering professional efficient and personalised consultancy.	Providing guarding services, Alarm backup and Dog patrols	Ms. Chaudhri Tel: 0722 777 804 P.O.Box 9577-00100,GPO Naiobi Kenya.

COMPANY INFORMATION & CONTACTS

NAME: BOBBY GUARDS LIMITED
ADDRESS: PO BOX 30084 - 00100, GPO NAIROBI KENYA
HEAD OFFICE: SOUTH GATE CENTRE SOUTH 'B' NAIROBI
BRANCH OFFICE: MOMBASA, ELDORET, KISUMU, NYERI & MACHAKOS
E-MAIL: info@bobbyguards.co.ke
WEBSITE: www.bobbyguards.co.ke
TELEPHONE: +254 (0) 722 839 506
+254(20) 210 10 63
+254(0) 757 840 415
DATE INCORPORATED: JUNE, 1994

BGL

BOBBY GUARDS SECURITY LTD

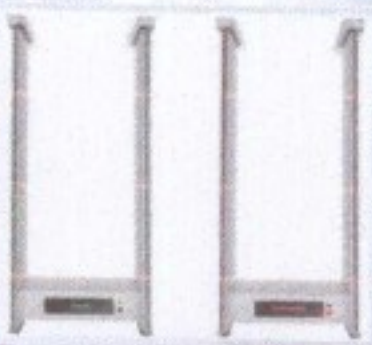
We value & keep you secured 24/7



SECURITY

PROFESSIONAL SERVICES

- Guarding
- Front Office operations
- Dog Patrols
- Alarm Systems
- CCTV/Access Control
- Perimeter Protection
- Events Security
- VIP Security



Customer care
0722 839 506
0757 840 415

