



# **PROPOSAL**

Provision of Security Services

**SUBMITTED BY:**

Forever Secured Protection Services LLC

**SUBMITTED TO:**



Provision of Highest Quality Security Services  
Over 12 Years of Experienced, Qualified Team

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## 1. COVER LETTER

Date:

Client Name:

Address:

**SUBJECT: PROPOSAL SUBMISSION FOR THE PROVISION OF SECURITY SERVICES**

Dear Sir/Miss

We are pleased to submit our proposal to provide comprehensive security services. Forever Secured Protection Services LLC is committed to delivering top-quality security solutions tailored to address the unique needs of each client. As a trusted provider with years of industry experience, we understand the importance of effective security in safeguarding your property, assets, and personnel.

Our team of highly trained professionals is equipped with state-of-the-art technology and tools, allowing us to offer a wide range of services, including access control, surveillance, risk assessments, and emergency response. We are proud of our reputation for excellence and place a high priority on exceptional customer service.

Recognizing that each organization has specific security requirements, we will work closely with you to develop a customized plan that aligns with your needs and budget. We believe that communication and collaboration are key to delivering outstanding security services, and we are committed to keeping you informed every step of the way.

Forever Secured Protection Services LLC is available 24/7 to provide ongoing support and assistance, giving you peace of mind that your property and people are secure. Our focus on professionalism, reliability, and attention to detail allows us to provide the dependable protection you expect.

Thank you for considering Forever Secured Protection Services LLC. We look forward to the opportunity to work together and to deliver the highest standard of security solutions. Should you require any further information or have any questions, please do not hesitate to contact us directly at **267-721-1526** or **[fsps235@gmail.com](mailto:fsps235@gmail.com)**

Sincerely,

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**Brandon Watkins (CEO)**

Email: [fsps235@gmail.com](mailto:fsps235@gmail.com)

Phone: 267-721-1526

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**Forever Secured Protection Services LLC**

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## 2. CORPORATE IDENTITY & PROFILE

Welcome to Forever Secured Protection Services LLC, where professionalism meets peace of mind. Our company is dedicated to delivering top-tier security solutions for both residential and commercial clients, understanding that safety is essential to maintaining a secure and productive environment. Recognizing the unique demands of each client, we offer a comprehensive suite of services designed to safeguard property, individuals, and assets.

Our team of seasoned professionals specializes in the installation, monitoring, and maintenance of advanced security systems. Whether implementing high-definition surveillance cameras, deploying access control mechanisms, or providing 24/7 monitoring, our expertise and technology ensure robust protection tailored to meet the specific needs of each client. Our proactive approach to security focuses on anticipating and mitigating potential risks, giving our clients peace of mind and confidence that their property and people are secure at all times.



At Forever Secured Protection Services LLC, customer satisfaction is our top priority. Our commitment to excellence means that you can trust us to deliver reliable, effective security solutions, ensuring the safety of what matters most. Contact us today to discuss how our tailored security services can meet your specific requirements.

### Why Choose Forever Secured Protection Services LLC?

At Forever Secured Protection Services LLC, we are dedicated to providing unmatched security solutions tailored to meet the specific needs of each client. Here's what sets us apart:

- **Experienced and Skilled Personnel:** Our team consists of professionals with extensive backgrounds in law enforcement and private security, trained to handle any situation with professionalism and precision.
- **Customized Security Solutions:** We design personalized security plans to meet the unique needs of each client, whether for commercial, residential, or specialized settings.
- **Advanced Technology Integration:** Leveraging the latest technology, we enhance security through top-tier surveillance, access control, and real-time monitoring solutions.
- **24/7 Availability and Rapid Response:** We're available around the clock, ensuring rapid response and reliable support whenever you need it.



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## **Our Core Services**

**Armed/Unarmed Security:** Our armed security officers are rigorously trained and certified in the responsible handling of firearms, equipped to provide a formidable deterrent and immediate response to high-risk situations. Armed security is especially suited for environments requiring heightened security measures, such as financial institutions, government facilities, and events with sensitive or high-value assets. Our armed personnel are not only adept in the use of force when necessary but also trained in de-escalation techniques, ensuring a balanced approach to safety. For situations where a visible security presence is sufficient, our unarmed officers provide reliable protection without the use of firearms. Unarmed security personnel serve as a preventive measure, deterring unauthorized activity through professional presence and monitoring. These officers are ideal for settings such as corporate offices, retail spaces, and residential properties, where their focus is on surveillance, crowd management, and access control.



**Mobile Patrol Services:** Our mobile patrol teams provide security coverage across large areas, including neighborhoods, commercial districts, and campuses. Officers patrol designated areas in marked vehicles or on foot, depending on the layout and security needs. Mobile patrols follow a strategic schedule, either randomized or set, to maximize visibility and deter crime. Patrol services include door and window checks, visual inspections for signs of vandalism, theft, or trespassing, and adherence to emergency protocols. With real-time response capabilities, our mobile patrols act swiftly to address incidents and provide a proactive approach to area-wide security.



**Video Surveillance:** We provide installation and monitoring of high-resolution video surveillance systems, capturing real-time activities and ensuring a thorough visual record. Integrated with other security measures, our systems include advanced features such as motion detection and remote access, enhancing situational awareness and incident investigation.

**Security Consulting:** Our security consultants assess vulnerabilities and develop comprehensive security strategies, ensuring clients benefit from tailored, best-practice security frameworks. Services include security audits, risk assessments, and training, with recommendations designed to enhance organizational resilience.



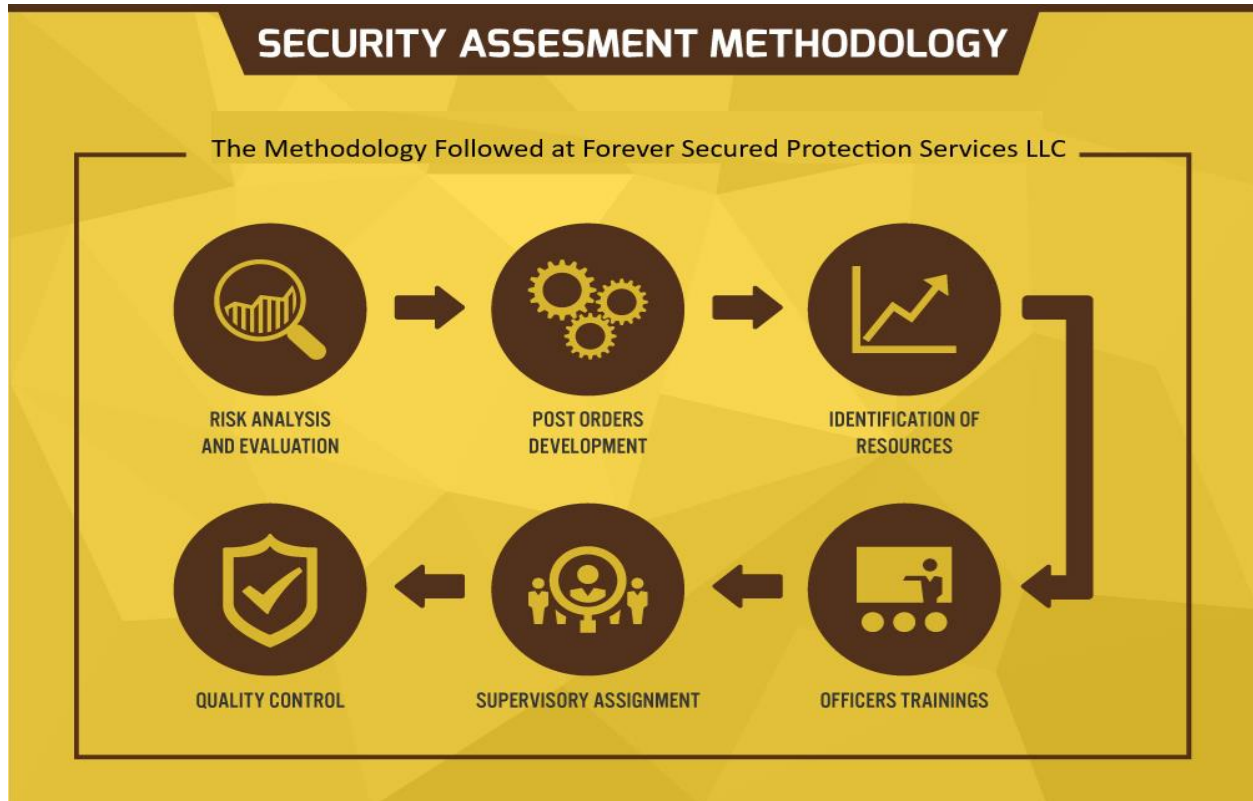




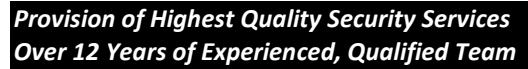
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### 3. APPROACH & METHODOLOGY

At Forever Secured Protection Services LLC, we take pride in our systematic and comprehensive approach to security, which is designed to effectively address the unique needs of each client. Our methodology will encompass several key elements that ensure robust security solutions tailored specifically to your requirements. Here is an overview of our approach and methodology:



- **Risk Analysis and Evaluation:** We will initiate our partnership with an extensive risk analysis and evaluation. This critical phase involves conducting thorough onsite inspections, engaging in in-depth interviews with key stakeholders, and analyzing historical data related to security incidents. By identifying potential vulnerabilities and threats unique to your environment, we will craft a tailored security strategy that addresses your most pressing concerns, ensuring that your assets, personnel, and property are protected.
- **Post Orders Development:** Leveraging the insights gained from our risk evaluation, we will develop comprehensive post orders that outline the specific protocols and procedures for our security personnel. These post orders will serve as detailed guidelines for daily operations, ensuring that each staff member clearly understands their roles and responsibilities. By providing a structured approach we will promote consistency in our security operations, thereby enhancing overall effectiveness and response capabilities.



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## 4. KEY PERSONNEL

At Forever Secured Protection Services LLC, we understand that the foundation of effective security services lies in the strength and reliability of our team. We are committed to assembling a dedicated group of professionals who bring a wealth of experience and expertise to every assignment. Our team structure is designed to ensure seamless operations and exceptional service delivery. Below are the key positions within our organization:

- **Security Manager:** Our Security Manager plays a pivotal role in overseeing all aspects of security operations. This individual is responsible for developing and implementing comprehensive security policies and procedures tailored to the unique needs of our clients. By managing our security personnel and setting high standards of quality and professionalism, the Security Manager ensures that our operations align with best practices and industry regulations.
- **Operations Manager:** The Operations Manager is tasked with overseeing the day-to-day functions of our security services. This role encompasses a wide range of responsibilities, including scheduling, equipment maintenance, and logistical support. By focusing on operational efficiency, the Operations Manager ensures that our services are delivered effectively, allowing us to respond promptly to our clients' needs and maintain optimal service levels.
- **Site Supervisor:** Our Site Supervisor serves as the on-the-ground leader at our clients' facilities, ensuring that security operations are executed smoothly and in accordance with established protocols. This individual provides direct oversight of security personnel, offering guidance and support as needed. The Site Supervisor is critical in fostering a proactive security environment and ensuring adherence to safety measures.
- **Security Personnel:** Our Security Officers are the backbone of our service delivery, responsible for providing on-site security and ensuring the safety of our clients' assets and personnel. Each officer is extensively trained in a variety of security technologies and best practices, enabling them to respond effectively to emergencies and security incidents. Their expertise and vigilance are integral to maintaining a secure environment.
- **Customer Service Representatives:** Acting as the primary point of contact for our clients, our Customer Service Representatives embody the values of Forever Secured Protection Services LLC. They are committed to delivering exceptional customer service, managing client inquiries and concerns with professionalism and care. By collaborating closely with our security personnel, they ensure that our clients' needs are consistently met and that communication remains clear and effective.

At Forever Secured Protection Services LLC, we prioritize the hiring of qualified and experienced personnel to form our core team. Our commitment to excellence is reflected in the dedication of our staff, who are devoted to delivering the highest level of security services. By investing in the right people, we ensure that our clients receive not only security solutions but also peace of mind, knowing they are protected by a team of skilled professionals.





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#### **4.1 Qualifications & Major Responsibilities of Our Security Supervisors**

- ✓ Supervises other regular employees; duties include planning, scheduling, organizing and directing work, training personnel and recommending applicants for employment or for discipline, termination or retention.
- ✓ Teaches and enforces safety regulations at the work site.
- ✓ Establishes security patrol priorities.
- ✓ Assists Crime Prevention Officer in identifying high risk areas and initiates actions to reduce risk exposure.
- ✓ Performs all duties of a Security Guard.
- ✓ Reviews utilization and maintenance of security equipment.
- ✓ Prepares daily and periodic reports to officials regarding activities.
- ✓ Takes predetermined action and renders first aid in emergencies such as accident, fire and illness.
- ✓ Assists in development of security policy and procedures.
- ✓ Communicates with service users about security needs and problems.
- ✓ Maintains and recommends changes or improvements in the software recordkeeping system for security guard activities.
- ✓ Orders, maintains and issues clothing and equipment.

##### **Skills/Abilities:**

- Extensive knowledge of security protocol and procedures.
- Excellent management and supervisory skills.
- Excellent written and verbal communication skills.
- Ability to provide training on security policies and procedures.
- Ability to work with confidential and classified information.
- Proficient with Microsoft Office Suite or related software.

##### **Education and Experience:**

- High school diploma Bachelor's degree.
- 5+ years of related security experience.

##### **Physical Standards:**

- Prolonged periods sitting at a desk and working on a computer.
- Able to lift 25 pounds at a time.
- Ability to traverse various areas of the facility to conduct inspections and plan security procedures.





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## **4.2 Qualifications & Major Responsibilities of Our Regular Security Guards**

1. Patrolling and monitoring activities on the company's premises regularly to discourage criminals and ensure the environment is safe and secure.
2. Evicting trespassers and violators and detaining perpetrators while following legal protocols before relevant authorities arrive to take over.
3. Controlling the entrance and departure of employees, visitors and vehicles according to protocols.
4. Monitoring surveillance cameras to watch out for any disruptions or unlawful activities.
5. Providing detailed reports on daily activities and any incidents that may have occurred to management.
6. Testing security systems and, if needed, operating X-ray machines and metal detectors.
7. Using provided communication tools such as two-way radios in a clear and concise manner.
8. Performing CPR or first aid when needed.

### **Skills/Abilities:**

- Excellent knowledge of security protocols
- Ability to operate security systems and emergency equipment
- Exceptional interpersonal skills
- Advanced verbal and written communication skills
- Ability to work alone or as part of a team
- Ability to solve problems as they arise
- Attention to detail
- Ability to react appropriately in stressful situations

### **Education and Experience:**

- High school diploma Bachelor's degree.
- 5+ years of related security experience.

### **Physical Standards:**

- Prolonged periods sitting at a desk and working on a computer.
- Able to lift 25 pounds at a time.
- Ability to traverse various areas of the facility to conduct inspections and plan security procedures.





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### 4.3 Our Training Process

At Forever Secured Protection Services LLC, we believe that ongoing training and professional development are essential to maintaining the highest level of security services. Our training process includes the following components:

- ✓ **Initial Training:** All new security personnel undergo a comprehensive initial training program that covers the fundamentals of security operations, including emergency response procedures, access control, patrol techniques, and communication protocols. This initial training program is designed to ensure that all of our security personnel have the basic knowledge and skills necessary to provide effective security services.
- ✓ **On Site Training:** After completing the initial training program, new security personnel undergo on-the-job training to gain practical experience in security operations. They are paired with experienced security personnel who provide guidance and support as they learn the ropes of their new role.
- ✓ **Ongoing Training:** We provide ongoing training and professional development opportunities to our security personnel to ensure that they are up-to-date with the latest security technologies and best practices. Our ongoing training programs cover a range of topics, including emergency response, conflict resolution, customer service, and cybersecurity.
- ✓ **Performance Management:** We have a rigorous performance management process in place to ensure that our security personnel are meeting our high standards of quality and professionalism. We conduct regular performance reviews and assessments to identify areas for improvement and provide feedback and support to help our security personnel reach their full potential.

## 5. UNIFORM STANDARDS

At Forever Secured Protection Services LLC, we recognize that a professional appearance is crucial in establishing and maintaining the trust and confidence of both our clients and the public. We are committed to upholding the highest standards of presentation for our personnel, as we believe it reflects our dedication to professionalism and excellence.

Our uniforms are thoughtfully designed to be versatile and can be customized to align with your specific requirements. We provide high-quality uniforms for our security personnel that prioritize both durability and comfort. Made from breathable, easy-care materials, our shirts and pants are crafted to resist wrinkles, ensuring that our team maintains a polished and professional appearance at all times.

Understanding the significance of a clean and well-groomed presentation, we enforce strict grooming standards for our security guards. Our personnel will consistently keep their uniforms pressed and clean, complemented by polished, well-maintained footwear. Male guards will be expected to maintain a clean-shaven appearance and neat hairstyles, while female guards will adhere to the same rigorous standards of grooming and overall presentation.



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## 6. APPLICANT SCREENING PROCESS

At Forever Secured Protection Services LLC, we prioritize thorough applicant screening to ensure we hire only the most qualified and trustworthy individuals. Our process is designed to identify candidates with the necessary skills and character to deliver exceptional security services.

- **Application Review:** We begin with an online application where candidates provide details about their education, work experience, and personal background. Our HR team carefully reviews each application to confirm basic qualifications.
- **Phone Screening:** Qualified candidates participate in a phone screening with our HR team to discuss their experience and motivation for a career in security. This conversation helps assess their communication skills and fit for our organization.
- **In-Person Interview:** Candidates who pass the phone screening are invited for an in-person interview. Here, we explore their work history and skills in more detail, focusing on professionalism and demeanor.
- **Background Check:** We conduct comprehensive background checks on candidates under serious consideration, including criminal history and verification of employment and education, to ensure reliability and integrity.
- **Skills Assessment:** Depending on the position, we may administer a skills assessment to evaluate proficiency in security procedures and emergency response, ensuring candidates are prepared for real-world challenges.
- **Reference Check:** We perform reference checks with previous employers to confirm work history and character, adding another layer of assurance in our selection process.
- **Final Review:** After gathering all relevant information, we conduct a final review to make informed hiring decisions. This rigorous screening process guarantees that only the most qualified individuals join our team, enhancing the quality of our security services.



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## 7. COMMERCIAL OFFER

The following cost for your security services has been decided from our consultation. If you believe they need to be updated at any time, or if you wish to add additional resources, just let us know:

S/N	DESCRIPTION OF SERVICES	Quantity	UNIT PRICE (USD)	TOTAL PRICE (USD)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				

Sincerely,

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**Brandon Watkins (CEO)**  
Email: [fsps235@gmail.com](mailto:fsps235@gmail.com)  
Phone: 267-721-1526

# THANK YOU FOR TRUSTING US!