

NSIC

ISO 9001:2008

The National Small Industries Corporation Ltd.

"NSIC Bhawan", Okhla industrial Estate

New Delhi – 110 020

NOTICE INVITING OFFERS

Sealed Quotations are invited from Insurance Companies preferably Central Govt. PSUs for **"Renewal of Insurance of Fixed Assets"** for NSIC at Head Office at Okhla Industrial Estate, New Delhi and its Branch Offices and NTSCs all over India. The details are as below:-

1. Offer documents can be obtained from our office at the address given below from **29.02.2012 to 12.03.2012** on all working days from 1000hrs to 1700hrs by making a payment of Rs.100/- (non-refundable) in cash / DD in favour of **National Small Industries Corporation Ltd., New Delhi** .
2. The Quotation in the prescribed format at **Annexure-I** should reach this office **latest by 1700 hrs on 12.03.2012** in sealed envelope at the address as below:-

**Chief Manager (Admn)
NSIC Bhawan,
Okhla Industrial Estate,
New Delhi-110 020**

3. The sealed envelop containing quotations in the enclosed format must be super scribed with **"Quotation for Renewal of Insurance of Fixed Assets for NSIC Head Office and other offices all over India"**.
4. The offer form may be down loaded from website www.nsic.co.in , however in such a case, Rs.100/- per tender has to be deposited in cash or DD drawn on National Small Industries Corporation Limited, New Delhi to become eligible to submit the same.

C.M.(ADMN)

NSIC

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The National Small Industries Corporation Ltd.

"NSIC Bhawan", Okhla industrial Estate
New Delhi – 110 020

No: SC/ADMN/45(1)/2010

Dated:28.02.2012

M/s.-----

Sub:- Sealed Quotations for "Renewal of Insurance of Fixed Assets" for NSIC at Head Office at Okhla Industrial Estate, New Delhi and its Branch Offices and NTSCs all over India

Sealed Quotations are invited from Insurance Companies preferably Central Govt. PSUs, for the above mentioned work proposed to be awarded to the most suitable bidder quoting the most competitive rates. The terms and conditions of the offer are enclosed herewith for your kind perusal and information.

The offer should reach in a sealed envelop containing quotations and super scribed with "**Quotation for Renewal of Insurance of Fixed Assets for NSIC Head Office and other offices all over India**" and accompanied with a D.D. of Rs.100/- In favour of NSIC, New Delhi. The envelop must be addressed to:

Chief Manager (Admn)
NSIC Bhawan,
Okhla Industrial Estate
New Delhi-110 020

The offer should reach at the above address on or before 17:00 hrs. on 12.03.2012.

NSIC reserves the right to accept or reject any offer, without assigning any reasons thereof, and to amend the terms and conditions before award of the contract.

Thanking you,

Yours faithfully,

(M.P. SINGH)
Chief Manager(Admn)
For & on behalf of NSIC

TERMS & CONDITIONS OF THE OFFER

The general terms and conditions for the offer are as below: -

1. Period of the cover will be one year from the date of renewal i.e. 01.04.2012.
2. The Fixed assets are spread in the NSIC Head Office, Okhla Industrial Estate, New Delhi and its Branches, NTSCs and other offices also at all over India.
3. The risks covered at offices all over India will be as below: -
 - a. As per Standard Fire & Special Peril Policy with Flood & Cyclone.
 - b. Add on cover for Earthquake.
 - c. Add on cover for Terrorism/Riots/commotion
 - d. Burglary.
 - e. Theft.
4. The sum to be insured for assets based in NSIC offices (All over India) at the beginning shall be as below: -
 - i. Standard Fire & Special Perils Policy with Flood, Cyclone Earth quake, Terrorism, Riots, commotion & Theft = Rs.5630.00 lacs
 - ii. Money Insurance Policy (Cash in transit) = Rs.400.00 lacs
 - iii. Fidelity- Individual Named Policy for : -
 - a. Cashiers = Rs. 15.00 lacs
 - b. Store keepers = Rs. 5.00 lacs
 - iv. Burglary BP Policy (Cash in counter) = Rs.20.00 lacs
5. Fixed Assets with Furniture & Fixtures, sum insured may be revised at the discretion of NSIC during the currency of the policy with pro-rata adjustment/payment of premium.
6. The insurance premium payable is as per the price quotation as mentioned in Performa in annexure I. The premium rate shall remain firm during the insurance period of the policy.
7. The total premium shall be paid by NSIC Head Office at New Delhi. However, insurance company shall provide premium bills in the form of Invoice based on the sum insured for availing the convert credit of service tax by NSIC.
8. The bidders are required to quote the premium rates separately for every risk as above, strictly as per IRDA tariff provisions.
9. NSIC will not be liable for any difference in premium in any case for violation/breach of IRDA tariff provisions in the quotation by the insurance company.
10. The bidder shall quote the premium rates and total premium respective areas of coverage for respective sum insured.
11. The total premium will be inclusive of all expenditure to be incurred by the bidders and applicable taxes, duties, service tax and surcharge etc. and no expenditure other than those quoted in the SOR will be paid by NSIC on any account for the defined scope of coverage.
12. All premium rates & total premium to be quoted by the bidders will be in Indian Rupees only on firm price basis and shall remain valid during the currency of the policy.

13. Insurer is free to carry out inspections at sites all across India at their cost and risk, if so desired for this purpose. They may examine the site and its surroundings and obtain all information that may be necessary for preparing the bid.
14. NSIC will require following documents from the Insurer: -
- a. The under writers will issue the premium receipt and the cover note for the desired coverage immediately on receipt of the premium by them.
 - b. The cover note shall be issued by the insurer to NSIC within five working days of the receipt of premium.
 - c. Any amendment of the policies shall be confirmed by issuing endorsement within five working days of the receipt of the necessary information/premium from NSIC.

(M.P. SINGH)
Chief Manager(Admn)
For & on behalf of
NSIC

Annexure-I**Premium Quotations**

(Amount in Rs.)

Sl. Nos (1)	Risk Details (2)	Sum Assured (3)	Premium quoted (4)	S.Tax (5)	Total amount (4+5) (6)
1	Standard Fire & Special Perils Policy with Flood, Cyclone, Earth-quake, Terrorism, Riots, commotion & Theft	Rs.5630.00 lacs			
2	Money Insurance Policy(Cash in transit)	Rs.400.00 lacs			
3	Fidelity-Individual Named Policy for :- a. Cashiers b. Store keepers	Rs. 15.00 lacs Rs. 5.00 lacs			
4	Burglary BP Policy (Cash in counter)	Rs. 20.00 lacs			
		Total:			

Signature and Seal
of the authorised signatory