

**MAIN STORES/HMBP**  
**(Insurance & Claims Section)**

No. HMBP/STORES/FIRE/INSU/CLM/VOL-V "E"/2021-93

Dt. 02.08.2021

**Sub:** LTE (Limited Tender Enquiry) in Two Bids i.e. techno commercial bid and price bid for Insurance Risk Coverage of Standard Fire & Special Perils including terrorism, and Burglary Standard policy of material of Heavy Machine Building Plant, HEC Ltd., Dhurwa, Ranchi-834004 (Jharkhand) for one year.

**A. Value:**

(a) Plant & Machineries, Equipments	-----	} Rs. 11,08,37,000.00
Buildings		
(b) Inventory of Indigenous Items	-----	Rs. 30,78,32,000.00
(c) Value of Import Items	-----	Rs. 2,95,23,000.00
Total value for Insurance Risks Coverage	-----	<b>Rs. 44,81,92,000.00</b>

**B. Materials for Insurance Risks Coverage:**

- (a) Plant & Machineries, Equipments, Buildings (residential & non-residential)
- (b) Materials of Custody Stores/HMBP.
- (c) Materials of OLP Stores, Return Stores, Main Stores, Ware House and CRF & CS Yard/HMBP are as under :

Imported and Indigenous materials like Oil, Paints, Lubricants, Gases, Electrodes, Machine ware, Pipes, Pipe-fittings, Electrodes, Wire Ropes, Chemicals, Casting & Forging items, Fabrication items, Timbers, Bearings, Tools, Stationeries, Plates, Slabs, Angles, Beams, Channels, Electrical items, Rounds, Rubber Materials, Non-Ferrous Materials, Misc. Items etc.

Dear Sirs,

We are pleased to invite LTE for sending/submission of properly sealed quotation for Insurance Risk Coverage of HMBP for Standard Fire & Special Perils including terrorism, and Burglary Standard policy of material of Heavy Machine Building Plant, HEC Ltd., Dhurwa, Ranchi-834004 (Jharkhand) for One Year as per norms of IRDA.

**Special Instructions :-**

1. (a) **Sum Insured:- Rs 44,81,92,000.00**
2. (b) **Last Date of Submission of Tender : 23.08.2021 up to 1.00 PM**  
(c) **Opening Date of Tender: 23.08.2021 at 3 PM in TOC/FIN/HMBP.**  
(d) **Offer Validity: 90 days from the opening date of tender.**  
(e) **The tender should be addressed to DGM I/c. Stores/HMBP, HEC Ltd., Dhurwa, Ranchi-4**  
(f) **The tender has to be dropped in the Tender Box of Purchase Deptt./Administrative Building, HMBP at ground floor or should reach to the office of the undersigned within 23.08.2021 up to 1.00PM positively.**
3. **The Tender must be in Two Bid i.e Techno-Commercial bid and Price bid.**
4. **Price bid & Techno Commercial bid must be submitted in two separate envelop against our LTE No. & Date. Otherwise your offer may be rejected.**
5. **LTE No. & Date must be written at Top of the each Envelop.**
6. **Techno-Commercial bid must Contain duly filled signed and stamped check list supplied along with this LTE, Otherwise your offer may be rejected.**
7. **Each page of Your offer and cover must be duly signed and stamped otherwise your offer may be rejected.**

**METHOD FOR SUBMISSION OF OFFER:**

1. Your offer should be in two bids :
  - (i) Techno commercial Bid- check list.
  - (ii) Price Bid.

**Techno-Commercial Bid (CHECK LIST)**

Sl. No.	Description	Yes	No
1	<b>Risk Coverage:</b> Standard Fire & Special Perils including terrorism, and Burglary Standard Policy.		
2	<b>Validity of Offer:</b> Three months from the opening date of tender.		
3	<b>Validity of Policy:</b> One Year.		
4	<b>Settlement of Claims:</b> Our claims shall only be settled (Correspondence be made) from your Ranchi_office only under jurisdiction of Honourable High Court, Ranchi.		
5	<b>Cancellation of Contract:</b> The contract may be cancelled at any time during validity of the policy if any wrong information is given to insured, presentation of wrong documents, late sending of premium bills in triplicate (Xerox copies) along with original copy of premium bill and a bill against receipt of premium advance.		
6	Please enclose a photo copy of registration with IRDA & a recent copy of Renewal Certificate along with technical bid.		
7	Each & every page of your quotation must be signed & stamped properly.		
8	Please mention LTE No., date, subject and tender opening date on your envelop, otherwise your offer may be ignored.		
9	The final acceptance of tender is entirely vested with the undersigned who reserves the right to accept or reject, any or all of the tenders with/without assigning any reason what so over. There is no obligation on the part of HEC Ltd. to communicate to the rejected tenders. After acceptance of the tender by HEC Ltd., the tenderer shall have no right to withdraw his tender or claim higher rate.		
10	Order placed as a result of this order will be subject to the Corporation's General Terms & Conditions of contract which can be downloaded from our website <a href="http://www.hecltd.com">www.hecltd.com</a> .		
11	If any deviation then it is to be mentioned separately by the firm.		

**SECOND BID (Price Bid):**

1. Total sum insured Rs.44,81,92000.00 only (Rupees Fourty four crores eighty one lakhs ninety two thousand) only.
  - Basic Rate
  - + GST in %
  - Discount if any in %
  - Premium Rate in %
  - Premium + Stamp Duty in Rs.
  - Net Premium required to pay.
  - Excess in %

Hence you are requested to please send/submit your properly sealed quotation within 23.08.2021 by 1.00 PM as directed above positively otherwise late received offers after due date and time shall be rejected.

For & on behalf of HMBP, HEC Ltd.,

( L.Bhengra )  
DGM I/c. STORES/HMBP.  
HEC Ltd., DHURWA, RANCHI-834004.  
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