Society for Applied Microwave Electronics Engineering and Research (SAMEER)
Centre for Electromagnetic Environmental Effects (E3), Visakhapatnam
(An autonomous R&D Laboratory under Ministry of Electronics and IT,
(MeitY), Government of India)
Plot No.40, APIIC Industrial Park, NH-16, Gambheeram Village, Anandapuram Mandal,
Visakhapatnam, Andhra Pradesh – 531163, Tel: 0891-2867612, Fax: 0891-2867602
Email: purchasevizag.sameer@nic.in, Website: ce3.sameer.gov.in

Tender Document standard fire and special perils policy Insurance
{For a period of one year}

Tender No. SMR_E3_VIZ/PUR/GN003/2020-21

SAMEER - Centre for Electromagnetic Environmental Effects (E3),
Plot No.40, APIIC Industrial Park, NH-16, Gambheeram Village, Anandapuram Mandal,
Visakhapatnam, Andhra Pradesh – 531163
TENDER NOTICE

Tender for standard fire and special perils policy with earthquake and terrorism risk for Administrative Building and Laboratories (Annexure II) situated at SAMEER–CE3, Visakhapatnam.

The Centre has been covering Insurance of above referred Administrative Building and Laboratories (Annexure II) at SAMEER – CE3, Visakhapatnam – 531163.

The SAMEER – CE3, Visakhapatnam invites sealed Annual premium tender for a period of one year from the date of Purchase Order for sum insured of Rs.50.00 (Rupees Fifty Crores Only) as per Annexure II for Administrative Building and Laboratory Buildings including Electrical / Electronic equipment, Canteen & Guest house building and Security office building covering standard fire and special perils policy with earthquake and terrorism risk and for sum insured of Rs.50.00 (Rupees Fifty Crores Only)

Tender documents may be downloaded from the SAMEER-CE3 centre’s website ce3.sameer.gov.in or from Govt. Tender Portal www.eprocure.gov.in . Sealed Tender documents may be submitted as under:

Envelope A- (Technical bid-I Annexure I to IV),
Envelope B - (Financial bid-II Annexure V)
Envelope C: Envelope “C” should contain both Envelope “A” & Envelope “B”

Each envelope be subscribed as “Tender for standard fire and special perils policy with earthquake and terrorism risk for Administrative Building and Laboratories and should bear the full address of tenderer at left side bottom of the envelope.

The tenders may be dropped in Tender Box placed at Security Office of SAMEER-CE3, Visakhapatnam, on or before 27.08.2020 by 17.00 hours Tender received after prescribed date and time will not be entertained. Technical Bid of the Tenders received within time would be opened on 28.08.2020 at 10.30 hours in the presence of tenderers who wish to remain present at the time of opening of tenders. Final decision of the Centre would be communicated to the successful tenderer at the address furnished in the Tender documents within a week’s time. The Centre reserves its right to accept or reject the tenders. However, in case, any tender is rejected, Insurance Company may seek the reasons for rejection. In case, Insurance Company has any query about the tender condition and / or tender process may seek clarification from the SAMEER.

Insurance Company should submit their tender directly to the SAMEER-CE3, Visakhapatnam and the tenders through brokers shall not be accepted. The name, addresses, phone numbers, Fax numbers of the contact persons with e-mail ID may be mentioned in tender. Excess clause and all the risks and basis of settlement stated above needs to be shown in the financial bid.
Technical Bid - 1 
(To be furnished on the Letter Head of Insurance Company) 

To 
The Programme Director, 
SAMEER – CE3, 
Plot No. 40, APIIC Industrial Park, 
NH – 16, Gambheeram Village, 
Anandapuram Manda, 
Visakhapatnam – 531163. 

Sub: Tender for standard fire and special perils policy with earthquake 
And terrorism Administrative Building (Annexure II) and 
Laboratories for the period of one year – Reg.

Dear Sir

1. With reference to your Tender document we, having examined the Bidding Documents 
and understood their contents, hereby submit our Technical Bid for the same. The 
Technical Bid is unconditional and unqualified.

2. We acknowledge that SAMEER-CE3 shall be relying on the information provided in 
the Technical Bid for selection, and we certify that all information provided herein is 
true and correct.

3. We shall make available to SAMEER-CE3 any additional information it may find 
necessary or require to supplement or authenticate the Technical Bid.

4. We declare that we have examined and have no reservations to the Bidding Documents, 
including any clarifications and/ or Addendum issued by SAMEER-CE3.

5. We shall keep this offer valid for 120 (one hundred and twenty) days from the Bid Due 
Date.

6. In witness thereof, we submit this Technical Bid under and in accordance with the terms 
of Tender document.

7. We agree and understand that the Bid is subject to the provisions of the Tender 
Documents. In no case shall we have any claim or right of whatsoever nature if the 
business is not awarded to us or our Bid is not opened or rejected.

8. We acknowledge the right of SAMEER-CE3 to reject our Technical Bid without assigning 
any reason or otherwise and hereby waive, to the fullest extent permitted by applicable 
law, our right to challenge the same on any account whatsoever.

9. We agree and undertake to abide by all the terms and conditions of the Tender for 
standard fire and special perils policy with earthquake and terrorism risk for 
Administrative Building (Annexure II) and Laboratories situated at SAMEER – CE3, 
Visakhapatnam for the period of one year from the date of Purchase 
Reinstatement Value

Yours faithfully,

(Signature, name and designation of the Authorized signatory) 
Name and seal of Bidder 
Date: 
Place: 
Enclosure: Annexure I to IV
I) Name and address of the Insurance Company  
(tenderers)

i) Contact person:

ii) Address of office:
    (with Phone Nos, Fax Nos & Email ID)

II) Furnish following detail of Registered Office of the 
    Insurance Company

i) Contact person:

ii) Address of the Office:
    (with Phone Nos, Fax Nos & Email ID)

III) Financial Limit of settlement of claim under your:

a) Regional Office:

b) Divisional Office:

c) Branch Office:

IV) PAN of the Tenderer:

V) GST No. of the Tenderer:

IV) General Terms & Conditions

1. Tenderer should submit the tender as under:

   Envelope A: Envelope A marked as Technical Bid-1 on the envelope. It should contain Technical Bid-1 along with (Annexure I to IV).

   Envelope B: Envelope B marked as Financial Bid-2 on the envelope should contain Financial Bid-2 as per Annexure V (Price Quotation).

   Envelope C: Envelope C should contain Envelope A and Envelope B duly superscribing “Tender for standard fire and special perils policy with earthquake and terrorism risk for Administrative Building and for Laboratories

   Note: Each envelope should contain the name and address of the tenderer.

2. Financial Bid-2 for price quotations shall be opened in respect of those tenderer who qualify Technical Bid-1 for specifications and other requirements.

3. Tender should be signed by the authorized person of the Insurance Company.

4. Tenders containing false, incomplete and/ or inadequate information are liable to be rejected.

5. Conditional tender shall not be accepted.
6. Excess Clause to be clearly specified otherwise tender may be disqualified.

7. The SAMEER-CE3 has not filed any insurance claim during the previous five years.

8. The SAMEER-CE3 reserves its right to accept or reject the tenders. However, in case, any tender is rejected, Insurance Company may seek the reasons for rejection. In case, Insurance Company has any query about the tender condition and/or tender process- may seek clarification from the Centre.

9. The bases of settlement of claim would be Tender value. Also, Plinth & Foundation has to be considered for full coverage under FLEXA (Fire, Lightning, Explosion, Earthquake damage) and STFI (Storm, Terrorism, Flood, Inundation).

10. To award the policy, the L1 tenderer shall be decided on the basis of premium quoted plus amount worked out towards excess clause, if any.

11. Last date of submission of tender is 27.8.2020 at 17:00 hours.

12. The Technical Bid of the tenders shall be opened on 28.08.2020 at 10.30 hours. The financial bid of the technically qualified Tenderers will be opened later after intimating the qualified Tenderers.

13. The premium rate quoted by Insurance companies for this policy will be valid for one year i.e. from the date of Purchase Order and no escalation on any account shall be considered by the SAMEER-CE3.

14. Name of the Insurance Company along with address, telephone no., and fax no. must be mentioned in the tender.

15. The name, addresses, phone numbers, Fax numbers of the Contact persons with e-mail ID may be mentioned in tender.

16. Item-wise details with its value are as per Annexure-II

17. We hereby declare that I/We have downloaded the tender documents from SAMEER-CE3 website ce3.sameer.gov.in / www.eprocure.gov.in and printed the same. I/We have verified the contents of the printed documents from the website and there is neither any addition nor any deletion nor any alteration to the content of the tender documents.

18. We declare that we have not been blacklisted by any Central Government Department/State Government Department/Central or State PSU during the course of Insurance business in India.

19. We declare that the tender form downloaded is original and in the event of this being different from the original tender documents, our tender documents may be rejected by the Centre.

20. In case any insurance company back out after opening of tender or does not agree to issue the policy after issuing of work order, it may be blacklisted by the SAMEER-CE3.

21. The SAMEER-CE3 may not consider the tender of the insurance company whose performance has not been found satisfactory by the SAMEER-CE3 in past.

Signature of the Tenderer:

Name of the Tenderer:

Address & Seal:
### Description of Buildings and equipment with reinstatement value

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Item Description</th>
<th>Reinstatement value Rs. In Cr.</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Administrative Building with LIFTs Electrical - Utility Building Electrical substation, DGsets, UPS and Installations EMP/PCI/ RF Chamber Laboratory Buildings Canteen, Guest house and Security building Fire Fighting equipment &amp; installation U/G storage tanks, Pump Sets and Installations Electrical equipment / Air-conditioners &amp; installations Compound Wall &amp; Gates Solar panels &amp; Installations Internal BT Roads, Storm water drains, Rain water harvesting pits, Septic Tank, Internal Electrical Installations and Street Lighting</td>
<td>10.00</td>
</tr>
<tr>
<td>2.</td>
<td>Laboratory - RF Shielded Chamber &amp; Installations Laboratory EMP, PCI and UWB facilities &amp; Installations Laboratory electrical/electronic Equipment &amp; Installations</td>
<td>40.00</td>
</tr>
<tr>
<td></td>
<td><strong>Total</strong></td>
<td><strong>50.00</strong></td>
</tr>
</tbody>
</table>

**Remarks:**
1. The Administrative Building, Canteen & Guest House, Laboratory Building, Utility Building is of RCC with RCC roof structure.
3. The electrical wiring and fittings inside the buildings is of industrial type. The switch gears are flame proof type.
Check list

For submission of Tender for standard fire and special perils policy with earthquake and terrorism risk for Administrative building and laboratory buildings situated at SAMEER-CE3, Visakhapatnam, for the period of one year from the date of Purchase Order on reinstatement value

Tenderers must check the following points before submitting the tender. Please make tick (✓) mark

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Description</th>
<th>Yes</th>
<th>No</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Whether each page of the tender form is stamped &amp; signed by the authorised signatory</td>
<td></td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>whether the Financial Bid submitted by the Tenderer is as per Annexure IV in separate envelope (Envelope B)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Whether the excess clause has been mentioned in the tender specifically.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>No additional condition is mentioned the tender</td>
<td></td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>Whether all the terms and condition given in annexure I have been read and signed by the Tenderer.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Whether all the risk including Terrorism risks &amp; earthquake, etc. given in the tender are covered in the insurance policy</td>
<td></td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>Whether the name, address, phone numbers, fax numbers of the contact persons with e-mail ID mentioned in tender.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Whether the Insurance company is IRDA approved</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature of the Tenderer
Name &
Designation with address (Seal)
Financial Bid
(To be furnished on letter head of the Insurance Co. by an Authorised Signatory)

To
The Programme Director
SAMEER - CE3
Plot No.40, APIIC Industrial Park
NH-16, Ghambeeram
Anandapuram Mandal
Visakhapatnam - 511613

Date:

Sub: Tender for standard fire and special perils policy with earthquake and terrorism risk for Administrative building and Laboratory buildings situated at SAMEER-CE3, Visakhapatnam, for a period of one year on reinstatement value – Reg.

Dear Sir:

With reference to your tender notice dated 13.8.2020, we give below our quote for insurance coverage of insurance for Administrative building and Laboratory Buildings situated at SAMEER-CE3, Visakhapatnam for a period of one year from the date of Purchase Order on reinstatement value as per the terms and conditions of the tender notice dated 13.08.2020.

Standard fire and special perils policy with earthquake and terrorism risk for Administrative building and Laboratory buildings for sum insured of Rs.50.00 crores as per annexure-II:

<table>
<thead>
<tr>
<th>Sl. No.</th>
<th>Rate description</th>
<th>Premium Amount in INR</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Basic Rate</td>
<td></td>
</tr>
<tr>
<td>2.</td>
<td>Add: STFI Cover</td>
<td></td>
</tr>
<tr>
<td>3.</td>
<td>Add: Terrorism Cover</td>
<td></td>
</tr>
<tr>
<td>4.</td>
<td>Add: Earthquake Cover</td>
<td></td>
</tr>
<tr>
<td>5.</td>
<td>1+2+3+4</td>
<td></td>
</tr>
<tr>
<td>6.</td>
<td>Less: FEA Discount</td>
<td></td>
</tr>
<tr>
<td>7.</td>
<td>5-6</td>
<td></td>
</tr>
<tr>
<td>8.</td>
<td>Less: Special Discount</td>
<td></td>
</tr>
<tr>
<td>9.</td>
<td>7-8</td>
<td></td>
</tr>
<tr>
<td>10.</td>
<td>Add: GST</td>
<td></td>
</tr>
<tr>
<td>11.</td>
<td>Grand Total (9+10)</td>
<td></td>
</tr>
</tbody>
</table>

Total premium in words...........................................................................................................................................................................
1. The excess clause for the policy would be ...........for the fire policy period of one year from the date of PO.
2. The excess clause would be ............... for the Terrorism cover policy period of one from the date of PO.
3. L-1 will be decided based on premium and considering the excess clause.
4. We hereby confirm that we have examined the tender documents and have understood the terms of the said tender and have thoroughly studied the requirements of CCI related to standard fire and special perils policy with earthquake and terrorism risk (on value declared in the Tender document).
5. In case of any discrepancy between the words and figures mentioned above, the amount in words shall be taken into consideration.
6. We shall make available to the Centre any additional information it may find necessary or require to supplement or authenticate the financial bid.
7. We acknowledge the right of the Centre to reject our Financial Bid without assigning any reason or otherwise and hereby waive, to the fullest extent permitted by applicable law, our right to challenge the same on any account whatsoever.
8. We agree and understood that the financial bid is subject to the provisions of the Building Documents. In no case we shall have any claim or right of whatsoever nature if the scope of work is not awarded to us or our Financial Bid is not opened or rejected.
9. We shall keep this offer valid for 120 days from the Bid Due date specified in the Tender form.