

# HABITAT SERVICES CENTRE

HUDCO Place, Andrews Ganj, August Kranti Marg, New Delhi-110049

Ph. No.41012223, 26257036, 41754100

Website : [www.hscdelhi.in](http://www.hscdelhi.in)

Tender Notice No.HSC/AK/INS/385/2020/1907

Dated : 24.08.2020

## **NOTICE INVITING TENDER**

Sealed tenders on item rate basis, are hereby, invited from the experienced and specialised Insurance Companies, Banks and Agencies enlisted/approved by General Insurance Regulatory Commission by the Executive Director, Habitat Services Centre (HSC), HUDCO Place, Andrews Ganj, New Delhi-110049 for the work indicated below. The tenderers, who wish to be present at the time of opening of Bids, may attend.

**Name of work : Standard Fire & Special Perils Insurance for Assets/Installations at August Kranti Bhawan, Plot No.25, Bhikaji Cama Place, New Delhi (for the period 16.09.2020 to 15.09.2021)**

**Issue of Tender Documents & Inspection of site installations : w.e.f. 25.8.2020 to 03.09.2020**

**Last date of Receipt of Tender : 04.09.2020 upto 3.00 PM**

**Opening of Tenders : On 04.09.2020 at 3.30 PM**

**Instructions :** Tender Documents with terms and conditions can be collected from the office of Executive Director, Habitat Services Centre, HUDCO Place, Andrews Ganj, New Delhi-110049 free of cost. Tenders should be submitted in sealed envelope. The tenders shall be opened on the last date fixed for receipt of tenders at 3.30 PM.

Executive Director

## **NOTICE INVITING TENDER**

Sealed tenders are, hereby, invited from the experienced and specialised Insurance agencies enlisted/approved by General Insurance Regulatory Commission by the Executive Director, HSC, HUDCO Place, Andrews Ganj, New Delhi-110049 for providing insurance coverage against “**Standard Fire & Special Perils**” of **Assets/Installations at August Kranti Bhawan, Plot No.25, Bhikaji Cama Place, New Delhi (for the period 16.09.2020 to 15.09.2021)**. The tenderers, who wish to be present at the time of opening of bids, may attend.

### **Terms and Conditions :**

1. The date for issue, receipt and opening of tender are as under :

**Date & time of inspection of site : 25.08.2020 to 03.09.2020 (11 AM to 4 PM)**

**Receipt of Tenders : On 04.09.2020 upto 3.00 PM**

**Opening of Tenders : On 04.09.2020 at 3.30 PM**

2. **Mode of submission of Tender**

Tender offer shall be in SEALED ENVELOPE (duly superscribed with name, reference number of tender, due date and time) containing the required documents described in detail hereafter.

- (i) Original tender documents comprising of Terms and Conditions of Contract & price bid with rates and amount with tenderer’s endorsement and company seal/stamp on each page thereof in token of tenderer’s acceptance to the terms and conditions.
- (ii) Proof of approval of being approved General Insurance Regulatory Commission.
- (a) HSC shall not be responsible for any delay including postal delay in submitted sealed offer. As such, any request for accepting offer after the due date and time shall not be entertained.

- (b) **Tender Opening**

- (i) Tenders shall be opened in the office of Executive Director, HSC, HUDCO Place, Andrews Ganj, New Delhi at 3.30 PM on the last date of receipt of tenders.
- (ii) Bid shall be opened as per schedule in the presence of those tenderers or their authorised representatives (on production of Authorization Letter to that effect from the officer signing the tender offer) who may like to be present.
- (c) Tenderers are advised not to deviate from tender conditions. Tender bids with conditions/deviations shall be liable for rejection.
- (d) A tenderer who does not fulfil all or any of the terms and conditions contained in this tender or contains conditions not covered and/or contemplated in this tender, shall be liable to be rejected.

3. The tenderers are advised to see the site/installations and familiarize themselves with the conditions before submitting tender.

4. After opening of bids, no communication from the tenderer shall be entertained unless formally asked for.
5. The Executive Director is not bound to accept the lowest or any other tender, and reserves the right to reject any or all the tenders received without assigning reasons. Tenders not satisfying the prescribed conditions or found incomplete in any way are liable to be rejected.
6. Canvassing directly or indirectly, in connection with the tenders is strictly prohibited and the tenders submitted by the tenderers who resort to canvassing in any form shall be liable to rejection.
7. No claim for any variation in taxes, duties, levies, etc. due to any reason during the contract period shall be entertained under any circumstances.
8. Rates in Schedule of Assets should be quoted both in figures and words.
9. The insurance agency shall clearly mention the risk description, location of the risk/assets, Name and address in the policies etc.
10. Validity for acceptance of the tender should remain open for 15 days from the date of opening of the tender.
11. The Agencies shall have to take into account the present reinstatement values of the structures/fixtures/installations to work out the net premium.
12. The Agencies shall quote the rates against various risks covered and discount etc. as per the Schedule.
13. The tenders shall be decided on the basis of lowest quoted total net premium to be paid by HSC.
14. The successful tenderers shall have to provide insurance cover in the name of **HOUSING & URBAN DEVELOPMENT CORPORATION LTD., HUDCO Bhawan, India Habitat Centre, Lodhi Road, New Delhi w.e.f. 16.09.2020** and the policy document should be issued within 15 days thereafter.

**SCHEDULE OF ASSETS**

**Name of work : Standard Fire & Special Perils Insurance for Assets/Installations at August Kranti Bhawan, Plot No.25, Bhikaji Cama Place, New Delhi (for the period 16.09.2020 to 15.09.2021)**

S.No.	Assets/Installations to be insured	Value of the property (Reinstatement Value) (in Rs.)	Premium Fire Basic cover (in Rs.)	S.T.F.I. (in Rs.)	Premium Terrorism Cover	Premium Earth quake cover (in Rs.)	Total Premium (in Rs.)	Add GST (in Rs.)	Total Amount (in Rs.)
1.	Sanitary, Fire Fighting including Pumping installations and plumbing works	1,80,00,000.00							
2.	Lifts (2 Nos.)	1,00,00,000.00							
3.	Sub-station	33,49,000.00							
4.	External Electrification, Fire Detection/Alarm System, Public Address, Sub-main, Lighting fixtures in the common areas i.e. Corridors, Staircases, Car Parking Basement and earthing etc. including D.G. Set installed in the Car Parking Basement	1,55,55,000.00							
5.	External Building (i.e. Common areas like corridors, staircases, Car Parking Basement and Metering Room etc.)	3,03,17,000.00							
6.	Internal Electriciation	21,01,978.00							
7.	Building (Internal Areas)	6,96,47,066.00							
8.	HVAC (Air conditioning installations for Super Market & Ventilation System etc.)	63,80,000.00							
9.	Third party liability for Lift No 43324535	5,00,00,000.00							
10.	Third party liability for Lift No 43324536	5,00,00,000.00							
	<b>Total</b>								

Total Rs.....

Total Amount in words Rs.....

Signature, date with stamp of Insurance Agency