

**WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED****Corporate Insurance Department****Vidyut Bhavan( 6th Floor),Bidhannagar, Block-DJ : Sector-II****Kolkata-700 091 : Phone No.033-2319-7780****CIN-U40109WB2007SGC113473/Website: www.wbsedcl.in**

Memo. No. CI/E-Tender/2023-24/10MW PV Solar Project, Santaldih, Purulia/ 01

Dt: 04.04.2023

To

Sr. Divisional Manager The New India Assurance Co. Ltd.	The Area Head HDFC ERGO General Insurance Co. Ltd.
The Business Head- Kolkata Commercial IFFCO- TOKIO General Insurance Co. Ltd.	The Vice President- Corp. Solution ICICI Lombard General Insurance Co. Ltd.
The Corporate Relationship Head- Kolkata Reliance General insurance co. Ltd.	Sr. Divisional Manager SBI General Insurance Co. Ltd.
Sr. Divisional Manager TATA AIG General Insurance Co. Ltd.	

**Limited E-Tender Notice No.INS-01/2023-24**

Sub: Limited E-Tender Notice for offering quotation for : (i) Fire , STFI, Burglary Policy including theft coverage w.r.t. 10MW Solar Photovoltaic Power Plant & Machineries including Switchyard and Civil Structure of Santaldih, Purulia District, WBSEDCL.

Sir / Madam

Limited E- Tender Notice is hereby invited from the empanelled insurance companies for quoting their rates for the following insurance Coverage. Submission of Quotation will be considered as acceptance of all terms and conditions overleaf by the bidders.

Sl. No.	Coverage to be taken	Name of Power Plant	Sum-insured Value (In Rs.) RIV
1.	<b>Fire, STFI</b>		
A1.	Civil Structures of Solar PV Power Plant	Santaldih , Purulia District, WBSEDCL	8,27,16,219/-
B1.	Plant & Machineries including Electrical Equipments of Solar PV Power Plant		45,36,91,937/-
	<b>Total</b>		<b>53,64,08,156/-</b>
2.	<b>Burglary including theft coverage</b>		
C1.	Plant & Machineries including Electrical Equipments of Solar PV Power Plant	Santaldih , Purulia District, WBSEDCL	45,36,91,937/-
	<b>Total</b>		<b>45,36,91,937/-</b>

Coverages mentioned here above may subject to change on the basis of quoted premiums and following Insurance norm/guideline etc as may be applicable during placement of order ( LOA) for insurance. Policy is to be generated accordingly in line with that LOA.

WBSEDCL reserves the right to take decision as per prevailing norms keeping financial interest of the Company.

**Co sharing of accepted lowest quoted premium may be made among all the participating bidders as per NIT terms.**

WBSEDCL also reserves the right to cancel the tender unilaterally without assigning any reason.

Encl:

1. Property Schedule.

Thanking you,

*Patranga Basu*  
31/03/2023

( Patranga Basu )  
GM (F&A), Corporate,  
WBSEDCL

Telephone: 033 2359 1903/ 033 2334 3844/ 033 2319 7780/ 033 2358 5292(Fax)

Email: [wbsedcl.insurance@gmail.com](mailto:wbsedcl.insurance@gmail.com)**WBSEDCL**





**Terms and Conditions of E-Tender Notice No: INS- 01/2023-24 of WBSEDCL:**

- 1 Scope of work and Price schedule format: To be given mandatorily otherwise tender quoted may be rejected.

Sl. No.	Description of Property	Coverage/ Premium Head	Sum Insured Reinstatement Value	Rate / mille	Premium (Price excluding GST)
	CIVIL & P&M	FIRE	XXX	XX	XXX
	CIVIL & P&M	STFI	XXX	XX	XXX
	PLANT & MACHINERIES INC ELECTRICAL EQUIPMENT	BURGLURY with THEFT	XXX	XX	XXX
Total			XXX	XX	XXX

- 2 Due date of submission of E-Tender is on specified date and time mentioned below
- 3 E-Tender will be opened on specified date and time mentioned below in presence of the attending bidders.
- 4 A pre bid meeting is scheduled to be held on specified date and time mentioned below to resolve any queries of the intending bidders at Corporate Insurance Department. No clarification will be entertained after pre bid meeting.
- 5 The bidder should inspect the project site and scrutinize each asset valuation before participating in bidding process. The Project Authority may be requested to allow the intending bidder with an evidence of their photo ID proof and along with an application for prior permission through an letter to this office addressing the person's name with a contact no.
- 6 Firm rate should be quoted exclusive of Goods and Services Tax.
- 7 The Company will identify the L-1 bidder, on the basis of total package rate.
- 8 SAC code declaration should be required in price schedule.
- 9 The premium amount for different perils should be mentioned separately.
- 10 Any inclusion or exclusion of Perils under the above coverage should be mentioned categorically.
- 11 Normal Excess and amount thereof should be mentioned for our evaluation purpose.
- 12 Exact scope of coverage under the referred requisite policies should be specified.
- 13 Validity of your quoted rate should be at least 90 (Ninety) days from the date of opening of offer/quotation
- 14 The Divisional office situated outside Kolkata should not be allowed to play as "Leading Insurer" since the claim cases if any, in near future will be dealt from Vidyut Bhavan, Kolkata.
- 15 The rate of Goods and Services Tax and mode of payment should be mentioned in the offer.
- 16 Quotations are to be submitted within due date and time only at [www.wbtenders.gov.in](http://www.wbtenders.gov.in).
- 17 Payment Terms: 100% of Bill including Goods and Services Tax will be paid in advance against submission of invoice.
- 18 Paying Authority: The Manager (F&A), Establishment Corporate, WBSEDCL. Payment will be made in electronic mode of money transfer.
- 19 Controlling officer: Addl General Manager (F&A), Corporate Insurance Department, WBSEDCL.
- 20 **Cost cum Quality Based Selection (CQBS) method will be applied for selection of the bidder. Evaluation, co-sharing of accepted lowest quoted premium may be made amongst all the participating bidders as per Company norms. Pending unsettled claim by bidder (s), if any after submission of all desired documents, will be considered along with other parameters like claim ratio, tender participation and reasonable quotation during evaluation and placement of order among the bidders.**
- 21 Non acceptance of premium sharing or letter of award (LOA) will attract penal measure as per decision of WBSEDCL management.
- 22 Settlement of claim, if any, will be strictly followed as per stipulated time schedule of IRDA Regulation in respect of a general insurance policy If any dispute arises in connection with settlement of claim that will be settled in the courts under Kolkata Jurisdiction in accordance with the Laws of India.
- 23 The bidder may be placed in holiday listing if found indulged in malpractices or is bankrupt or any other applicable clauses as per the provisions mentioned in Revised Purchase policy available in the website of WBSEDCL.
- 24 Conditional quotation will be summarily rejected.

*(Signature)*  
( Patranga Basu )  
GM (F&A), Corporate,  
WBSEDCL





**WEST BENGAL STATE ELECTRICITY DISTRIBUTION COMPANY LIMITED**

**Corporate Insurance Department**

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**Kolkata-700 091 : Phone No.033-2319-7780**

**CIN-U40109WB2007SGC113473/Website: [www.wbsedcl.in](http://www.wbsedcl.in)**

**Schedule of Dates for Limited e-Tendering:**

Sl. No.	Activity	Date & Time
1	Publishing Date	10.04.2023 at 10.00 Hrs.
2	Document Download start date	10.04.2023 at 10.00 Hrs.
3	Last date for submission of pre bid queries (through email or hard copy)	12.04.2023 at 15.00 Hrs.
4	Date of Pre-bid Meeting	13.04.2023 at 15.00 Hrs
5	Bid submission start date	10.04.2023 from 10.00 Hrs.
6	Bid submission end date	18.04.2023 upto 14.00 Hrs.
7	Technical Bid opening date	20.04.2023 at 14.00 Hrs.
8	Financial Bid opening date	20.04.2023 at 15.00 Hrs.

**INSTRUCTION TO BIDDERS**

**1. General guidance for e-Tendering:**

Instructions / Guidelines for electronic submission of the tenders online have been annexed for assisting the contractors to participate in e-Tendering.

**2. Registration of Contractor:**

Empanelled insurer willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement System of West Bengal, through logging onto <http://www.wbtenders.gov.in> (the web portal) and the contractor is to click on the link for e-Tendering site as given on the web portal.

**3. Digital Signature certificate (DSC):**

Each Insurer is required to obtain a Class-II or Class-III Digital Signature Certificate (DSC) for submission of tenders from the approved service provider of the National Informatics Centre (NIC) on payment of requisite amount. Details are available at the Website stated in Clause 2 above. DSC is given as a USB e-Token.

**4. Downloading of Tender documents :**

The contractor can search & download N.I.T. & Tender Document(s) electronically from computer once he logs on to the website mentioned in clause 2 using the Digital Signature Certificate. This is the only mode of collection of Tender Documents.

**5. Submission of Tenders:**

General process of submission: Tenders are to be submitted online to the website stated in Cl. 2 above, in two folders at a time, one in Technical Proposal & the other is Financial Proposal before the prescribed date & time using Digital Signature Certificate (DSC). The documents are to be uploaded in the form of virus scanned copy duly Digitally Signed. The uploaded Documents will get encrypted (transformed into non readable formats).

**A. Technical proposal**

The Technical proposal is not been applicable.

**B. Financial Proposal (in one cover/folder)**

It contains Bill of Quantities (BOQ).The rate to be quoted in the BOQ on "Item rate" in the space marked for quoting rate. Quoted rate will be encrypted in the B.O.Q. under Financial Bid. Additional documents like normal policy excess etc are also uploading in pdf format in addition to BOQ.

  
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