The Cotton Corporation of India Ltd.
(A Govt .of India undertaking)
Kapas Bhawan, Plot No. 3A, Sector10, CBD Belapur, Navi Mumbai,400614 Phone Number:022-27579217, Fax Number: 022-27576030,27579219

Date : 17/07/2018

Tender Notice

The Cotton Corporation of India Ltd., invites sealed tender in Two Bid System from IRDA Approved Insurance Companies for Coverage of insurance of Stock during its movement from anywhere in state to anywhere in state during the ensuing Cotton Crop Year 2018-19. The Tender document alongwith the terms and conditions can be be obtained from Corporation's website http://www.cotcorp.org.in. and govt.portal for tender web site http://www.eprocure.gov.in. Interested parties may submit their sealed tender up to 14:30 Hrs on or before 03.08.2018 in the Tender Box placed at 6th Floor, Kapas Bhawan, Plot No. 3A, Sector 10, CBD Belapur, Navi Mumbai, 400614.

General Manager (Purchase)

TENDER NOTICE

for

FOR MARINE CARGO OPEN DECLARATION POLICY FOR COVERAGE OF INSURANCE OF STOCK DURING ITS MOVEMENT FROM ANYWHERE IN STATE TO ANYWHERE IN STATE

THE COTTON CORPORATION OF INDIA LIMITED

(A Government of India Undertaking)

KapasBhavan, Plot No. 3A, Sector-10,

CBD Belapur, Navi Mumbai, 400614,

Maharashtra

भा.क.नि.
CCI
भारतीय कपास निगम लिमिटेड
THE COTTON CORPORATION OF INDIA LTD.
(भारत सरकार का उपक्रम)
(A Government of India Undertaking)
प्रशासकीय एवं पंजीकृत कार्यालय : कपास भवन, प्लॉट नं. 3 ए, सेक्टर 10, सीबीडी बेलापुर, नवी मुंबई - 400 614.
ADMN. & REGD. OFFICE : Kapas Bhavan, Plot No. 3 A, Sector No. 10, CBD Belapur, Navi Mumbai - 400 614.
दूरभाष/PHONE : 2757 9217 • ग्राम/GRAM : "COTCORPIND" • फैक्स/FAX : (022) 2757 6030 - 9219 - 6069
ई-मेल/E.mail. headoffice@cotcorp.com

TENDER NOTICE

MARINE CARGO OPEN DECLARATION POLICY FOR COVERAGE OF INSURANCE OF STOCK DURING ITS MOVEMENT FROM ANYWHERE IN STATE TO ANYWHERE IN STATE

The Cotton Corporation of India Ltd. is a fully Owned Government of India Undertaking and is carrying out procurement of kapas and converting it into lint/FP bales through processing kapas (seed cotton) in ginning and pressing factory engaged on job basis and is also purchasing the F.P. Cotton bales from traders also through its various branch offices situated in various states.The location of our branch offices is as under:

Sr No.	Name of the State	Location of the Branch
1.	Andhra Pradesh	Guntur
2.	Gujarat	Ahmedabad Rajkot
3.	Haryana	Sirsa
4.	Karnataka	Hubli
5.	Maharashtra	Akola Aurangabad Kalamboli (Navi Mumbai)
6.	Madhya Pradesh	Indore
7.	Orissa	Rayagada
8.	Punjab	Bathinda
9.	Rajasthan	Bhilwara Sriganganagar
10.	Tamilnadu	Coimbatore
11.	Telangana	Adilabad Mahabubnagar

		Warangal
12.	West Bengal	Kolkata

Under the Jurisdiction of Branch, kapas purchase operations are carried out at various kapas purchase Centers. At present the Corporation is operating at around 350 Kapas purchase centres under the jurisdiction of the various branch offices in all over India. At these Kapas purchase Centers, raw cotton (Seed Cotton) is purchased and kept in Ginning and Pressing Factories engaged by the branch for processing. The stock in the factory comprises:

1. Kapas, lint, cotton seed, FP Bales, Tarpaulins, Gunny Bags and any other stocks, if any, lying in the factory.
2. Kapas, cotton seed, Gunny Bags, etc. lying in the Ginning hall.
3. Lint, F.P. Bales lying in press house/ pala house.
4. F.P. Bales lying in open compound.
5. F.P. Bales lying in the Godown within the compound of the factory.
6. The stock in the Godown comprises FP Bales, Lint Boras, Hessian, Grey Cloth, Tarpaulins and any other stock.

After processing, bales are transported to the Godown(s) hired by CCI from SWC/CWC/APMC/Co-Operative Societies and Private Parties. Further, the Corporation also purchase readymade bales from the Ginning Mills which are also transported from place of procurement to the godowns.

During procurement the kapas, lint, FP bales, tarpaulins, Grey Cloth Bales, other Misc. Stock is moved from one place in state to other in the state.

For coverage of Transit Risk, for the movement of stock from anywhere in state to anywhere in stateduring the ensuing cotton crop year 2018-19. We intend to purchaseMarine Cargo Open Declaration Policy for coverage of insurance of stock during its movement from anywhere in state to anywhere in stateand therefore, we invite Sealed Tenders in two bid-system from all the Insurance Companies those are IRDA approved Insurance Companies. Insurance company may submit their tender directly to the Corporation. Tenders through brokers shall not be accepted. The cotton crop year means period of twelve months starting from the 1st October ends on 30thSeptember.

The Insurance Company, which quotes the lowest premium rate will be considered as L-1 and will be awarded the insurance business for all the branch offices of India. The selected insurance company shall have to provide all the services with reference to the insurance coverage/ cancellation/claim settlement etc. through their respective branch offices located in the jurisdiction of our branch office and as designated by them in the tender.After finalization of tender and issuing the Letter of Award the detail of insurance company selected and the

details of the service branch for our respective branch office shall be shared with our branch offices.

The detail of insurance Premium paid towards coverage of transit insurance of our stock during its movement from one place in the state to another place in the state and claims submitted before various insurance companies during the last five financial years by the Corporation as a whole is as under:

Financial Year	Insurance Premium Paid (Rs. In Lakh)(Approx.)	Insurance Claim Lodged(Rs. in Lakh)(Approx.)
2013-14	18.40	Nil
2014-15	609.51	22.03
2015-16	85.12	18.57
2016-17	13.01	Nil
2017-18	25.65	Nil

The tender documents may be obtained from the Head Office at the above address or can be downloaded from the Corporations' website www.cotcorp.org.in or Govt. Tender Portal www.eprocure.gov.in. The Insurance Companies may submit sealed tenders in the prescribed format. Sealed tenders superscribing " TENDER FOR MARINE CARGO OPEN DECLARATION POLICY" addressed to General Manager (Purchase) should be dropped in the Tender Box kept at 6Th Floor , Kapas Bhawan, The Cotton Corporation of India Limited, Plot No. 3A, Sector 10, CBD Belapur, Navi Mumbai, 400614 latest by 14:30 Hrs on 03.08.2018. The tenders received within the time limit will be opened on 03.08.2018 at 16:00 Hrs in the presence of tenderers who remain present. Financial Bid shall be opened in respect of those tenderer who technically qualify.

Date : **General Manager (Purchase)**

APPENDIX–I[1]:

Technical Bid

Date:_____

To,
The General Manager (Purchase),
The Cotton Corporation of India Limited,
KapasBhavan, Plot No. 3A, Sector-10,
CBD Belapur, Navi Mumbai, 400614,
Maharashtra.

Sub: Technical Bid Marine Cargo Open Declaration Policy for coverage of insurance of stock during its movement from anywhere in state to anywhere in state

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 aforesaid Scope of Work. The Technical Bid is unconditional and unqualified.

2. We acknowledge that the Corporation 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 the Corporation 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 the Corporation.

5. We agree and undertake to abide by all the terms and conditions of the Tender for Marine Cargo Open Declaration Policy for coverage of insurance of stock during its movement from anywhere in state to anywhere in state.

6. We shall keep this offer valid for 120 (one hundred and twenty) days from the Bid Due Date i.e. 03.08.2018.

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

8. 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 businessis not awarded to us or our Bid is not opened or rejected.

[1] To be printed on the letterhead of the Bidder.

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

Yours faithfully,

(Signature, name and designation of the Authorised signatory)

Date:

Place: Name and seal of Bidder

Enclosures:

1. Annexure I
2. Annexure II
3. Annexure III

ANNEXURE-I

TO THE TECHNICAL BID (TO BE ATTACHED WITH TECHNICAL BID)

1) Name and address of the Insurance Company (tenderers)

i) Contact person :

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

2) 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)

3) Whether the Insurance Co. is having its offices at all the location of our branch offices If yes, please furnish the name and address of the service branch against each branch office of our Corporation in Annexure "III" attached : Yes/No

4) Whether Insurance Company has experience of dealing with the Govt. Agencies / Companies / Firms who are in business of procurement of kapas and its processing and trading of cotton bales. Yes/No

If yes, please furnish the list of such Clients:

5) Financial Limit of settlement of claim under your:

a) Regional Office

b) Divisional Office

c) Branch Office

Signature of the Tenderer : _____

Name of the Tenderer : _____

Address & Seal :_____

Place :

Date :

Annexure-II

to the Technical Bid (To be attached with Technical Bid)

i) Tenderer should submit the tender as under :

Envelope A :	Envelope A marked as Technical Bid on the envelope, should contain APPENDIX-I i.e. Technical Bid along with Annexure I, Annexure-II and Annexure-III duly filled and signed by the Authorised Signatory.
Envelope B :	Envelope B marked as Financial Bid on the envelope, should contain Financial Bid Submission Form (Price Quotation).
Envelope C :	Envelope C should contain Envelope A and Envelope B duly superscribing " " TENDER FOR MARINE CARGO OPEN DECLARATION POLICY"
Note :	Each envelope should contain the name and address of the tenderer.

ii) Financial Bid-2 for price quotations shall be opened in respect of those tenderer who qualify Technical Bid.

iii) Eligibility Criteria for qualifying Technical Bid-1:

- The insurance company must have branch office in the town / city where our Branch Offices are located. The address of the service branch should also be filled in the Annexure "III". The Annexure "III" must be attached with Technical Bid. In case the Insurance Company does not have the branch office at any of the place where our Branch Office is located its tender may not be considered as eligible. However, in case the insurance company does not have branch office at any of the place where our Corporation's Branch Office is located in such case the insurance company may nominate its nearby branch office but in any case a Branch Office of the insurance Company shall not be allowed to serve more than three branch offices of the Corporation.

iv) Corporation reserves its right not to accept the tender of an Insurance Co. if its performance during past is not found satisfactory.

v) The tender should be signed by the authorized person of the Insurance Company.

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

vii) Insurance Companies should have an experience of dealing with Govt. Agencies / Companies/ Firms who are in business of procurement of kapas and its processing and trading of cotton bales.

viii) I/We hereby declare that I/We have downloaded the tender documents from The Cotton Corporation of India Ltd. website www.cotcorp.org.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

ix) I/We declare that the information /tender form downloaded is original and in the event of this being different from the original tender documents, my tender documents may be rejected by the Corporation.

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

xi) Last date of submission of Tender is 03.08.2018 by 14:30 Hrs.

xii) Date of opening of Technical Bid-1, 03.08.2018 at 16:00 Hrs. The financial bid of the Tenderers who qualify for the Technical Bid will be opened on 03.08.2018 at 16:30 Hrs.

xiii) The premium rates quoted by the Insurance Co. on the policies under taken by Branch /Centres under this Branch will be valid for one year i.e. from 01.10.2018 to 30.09.2019.

xiv) A pre Bid conference of the Bidders shall be held on and at the following date, time and venue:

Date: 27.07.2018

Time: 15:00 Hrs

Venue: The Cotton Corporation of India Limited,
Kapas Bhawan,Conference Hall,
VI Floor, Plot No. 3A, Sector 10
CBD Belapur, Navi Mumbai, 400614

During the course of the pre-Bid conference, the prospective Bidders shall be free to seek clarifications and make suggestions for consideration of the Corporation. The Corporation shall endeavour to provide clarifications and such further information as it may, in its sole discretion, consider appropriate for facilitating a fair, transparent and competitive Bidding Process.

GENERAL TERMS & CONDITIONS IN RESPECT OF MARINE CARGO OPEN DECLARATION POLICY :

1. **NATURE OF RISK TO BE COVERED:**

All risks plus Theft, Pilferage, Non-delivery (TPND), SRCC, Terrorism.

2. **MODE OF OPERATIONS:**

From anywhere in state to anywhere in state.

3. **BASIS OF SUM INSURED:**

Market value of bales transported plus 10% to cover incidental expenses (like GST, Transportation, Loading and Unloading Charges and other actual expenses).

4. **INTERVALS FOR DECLARATIONS:**

The branch office of the Corporation shall purchase the Marine Cargo Open Declaration Policy on the basis of this tender from the Branch Office of the selected Bidder (as designated by the Bidder in the Annexure –III). Thereafter the monthly declaration for aggregate value would be furnished within 30 days after completion of relevant month by way of a letter to the policy issuing Branch Office of the Insurance Company.

5. **LIMIT PER SENDING NOT TO EXCEED:**

By Motor Trucks in closed vehicles Rs. 40 lakh

Limit per location by Motor Trucks not to exceed Rs. 50 Crore only.

6. **ACCOUNTING OF PREMIUM:**

The premium paid in advance under the policy is subject to adjustment, on expiry of period of insurance, on the basis of actual amounts declared on monthly basis during the policy period. The Insurance Co. to whom the work is allocated will have to proportionately refund the insurance premium amount for unutilized amount of insurance policy.

7. SURVEY &CLAIM SETTLEMENTS:

A Panel of Surveyors having sufficient knowledge of Cotton Trade and terminology would be finalized in advance at various locations to whom survey work would be entrusted in the event of any claim. In the event of occurrence of an Accident, the Branch office of CCI would intimate to the nearest office of underwriters for appointment of surveyor for assessment of loss. Assessment to be completed by the

Surveyor on priority basis within 24 hours of the incident and the surveyor has to submit his final survey report within one week. In cases of Non-delivery/Theft/Pilferage the CCI would intimate such instances immediately on detection to Insurers / Investigator / Tracer who would appoint to search the goods.

8. DISPOSAL OF SALVAGE:

The salvage would be disposed off expeditiously either by the local office of insurer or local office of CCI, with active support and assistance by local office of the insurer and surveyors. The salvage would be generally disposed off by following the procedure of calling limited quotations from the local parties by issuing letters of enquiry as per practice in vogue in CCI.

9. SETTLEMENT OF DISPUTES, IF ANY:

As per standard policy terms.

10. In case, Insurance Company has any query about the tender/bid condition and /or Tender/bid process- may seek clarification from the Head Office. Further in case, if any tender/bid is rejected - may seek the reasons for rejection from Head Office.

11. It may be noted that the rates called for coverage of insurance of 1000 Crore is at notional value only for deciding the L-1 rates. However the actual coverage may be much more than Rs 1000 Crore (As Specified in Financial Bid) and it will depend upon the volume of purchase of kapas / Ready Cotton Bales by the respective Branch Office of the Corporation. In order to purchase the Marine Cargo Open Declaration Policy the concerned Branch Office of the Corporation shall pay the premium to the concerned Branch Office of the Selected Insurance Company (As Designated by the Insurance Company in the Annexure with the Technical Bid).

12. Each page of the Tender document must be sealed and Signed by the Tenderer.

13. We agree and undertake to abide by all the terms and conditions of the Tender for Marine Cargo Open Declaration Policy for coverage of insurance of stock during its movement from anywhere in state to anywhere in state

Signature of the Tenderer : _____

Name of the Tenderer :_____

Address & Seal :_____

Place :

Date :

Annexure-III
to the Technical Bid (To be attached with Technical Bid)

Sr No.	Name of the State	Location of the Branch	Address of the Service Branch of the Insurance Company
1.	Andhra Pradesh	Guntur	
2.	Gujarat	Ahmedabad	
		Rajkot	
3.	Haryana	Sirsa	
4.	Karnataka	Hubli	
5.	Maharashtra	Akola	
		Aurangabad	
		Kalamboli (Navi Mumbai)	
6.	Madhya Pradesh	Indore	

7.	Orissa	Rayagada	
8.	Punjab	Bathinda	
9.	Rajasthan	Bhilwara	
		Sriganganagar	
10.	Tamilnadu	Coimbatore	
11.	Telangana	Adilabad	
		Mahabubnagar	
		Warangal	
14.	West Bengal	Kolkata	

Financial Bid Submission Form

Date:_____

To,
The General Manager (Purchase),
The Cotton Corporation of India Limited,
KapasBhavan, Plot No. 3A, Sector-10,
CBD Belapur, Navi Mumbai, 400614,
Maharashtra.

Sub: Financial Bid for Tender for Marine Cargo Open Declaration Policy for anywhere in State to Anywhere in State

Dear Sir,

1. With reference to your tender document we, having examined the Tender Documents and understood their contents, hereby submit our Financial Bid for the aforesaid Scope of Work. The Financial Bid is unconditional and unqualified.

2. We hereby quote as follows:

A] Insurance Premium quote for Sum Insured of Rs. 1000 Crore:

Rate	**Amount (In Rs.)**
i) Basic	
ii)Less – Special Discount	
iii) (i) – (ii)	
iv) Rate for SRCC plus Terrorism	
v) (iii) + (iv)	
vi) Special discount in lieu of commission admissible to PSU's	
vii) (v) – (vi)	
viii) Plus GST	
ix) Grand Total (vii) +(viii)	

The excess clause would be ……..

…….

Note: To allot the work, the L1 tenderer shall be decided on the basis of premium quoted plus amount worked out towards excess clause, if any, calculated on the amount of Rs. 25 Lakh.

Signature of the Tenderer :

Name of the Tenderer :

Address & Seal :

Place :

Date :