**2023-24**

निविदा सूचना / **TENDER NOTICE**

**for**

समुद्री कार्गो (अंतर्देशीय पारगमन) खुली घोषणा नीति (राज्य में कहीं से भी कहीं भी परिवहन के दौरान स्टॉक के बीमा के कवरेज के लिए) दिनांक **23.08.2023**

**MARINE CARGO (INLAND TRANSIT) OPEN DECLARATION POLICY (FOR COVERAGE OF INSURANCE OF STOCK DURING ITS MOVEMENT FROM ANYWHERE IN STATE TO ANYWHERE IN STATE) DATED 23.08.2023**

**THE COTTON CORPORATION OF INDIA LIMITED**

**भारतीय कपास निगम लिमिटेड**

**(A Government of India Undertaking)**

(भारत सरकार का उपक्रम)

**Branch Office – Bathinda**

शाखा कार्यालय - बठिंडा

भा.क.नि.
CCI

**भारतीय कपास निगम लिमिटेड**
**THE COTTON CORPORATION OF INDIA LTD.**
**(A Government of India Undertaking)**
**136 -A, 60 Ft. Road, Kamla Nehru Colony, Bathinda (Punjab) -151001**
**Tel No: 0164-2210371 , 0164- 2210372, Fax No 0164-2210373**
**CCI WEBSITE : www.cotcorp.org.in E-mail: bathinda@cotcorp.com**
**CIN:U51490MH1970GOI014733 GSTIN: 03AAACT4053B1Z2**

NO. : CCI/INSURANCE/2023-24/

**निविदा सूचना (TENDER NOTICE)** दिनांक **: 23.08.2023**

**समुद्री कार्गो (अंतर्देशीय पारगमन) खुली घोषणा नीति (राज्य में कहीं से भी राज्य में कहीं भी परिवहन के दौरान स्टॉक के बीमा के कवरेज के लिए)**

भारतीय कपास निगम लिमिटेड, भारत सरकार के पूर्ण स्वामित्व वाला उपक्रम है और कपास (बीज कपास) की खरीद कर रहा है और इसे जिनिंग और प्रेसिंग फैक्ट्री में कपास (बीज कपास) के प्रसंस्करण के माध्यम से लिंट/पूरी तरह से दबाए गए कपास की गांठों में परिवर्तित कर रहा है जॉब बेसिस के आधार पर और व्यापारियों से फुल्ली प्रेस्ड कॉटन गांठें भी खरीद रहा है।

शाखा के अधिकार क्षेत्र के तहत, राज्य के विभिन्न केंद्रों पर कपास/ फुल्ली प्रेस्ड कॉटन गांठें की खरीद का कार्य किया जाता है। केन्द्रों की सूची अनुलग्नक-ए में दी गई है। इन केंद्रों पर, रॉ कपास (बीज कपास) खरीदा जाता है और प्रसंस्करण के लिए शाखा द्वारा लगे जिनिंग और प्रेसिंग फैक्ट्री में रखा जाता है। फैक्ट्री में स्टॉक में शामिल हैं:

1. फैक्ट्री में पड़े कपास, लिंट, कपास के बीज, एफपी बेल्स, तिरपाल, गनी बैग और कोई अन्य स्टॉक, यदि कोई हो।
2. जिनिंग हॉल में पड़े कपास, कपास के बीज, बोरियां आदि।
3. लिंट, प्रेस हाउस/पाला हाउस में पड़ी फुल्ली प्रेस्ड गांठें।
4. खुले परिसर में पड़ी फुल्ली प्रेस्ड गांठें।
5. फैक्ट्री परिसर में गोदाम में पड़ी फुल्ली प्रेस्ड गांठें।
6. गोदाम में स्टॉक में शामिल हैं : कपास, फुल्ली प्रेस्ड गांठें, लिंट बोरास, हेसियन, ग्रे कपड़ा, तिरपाल और कोई अन्य स्टॉक।

प्रसंस्करण के बाद गांठों को एसडब्ल्यूसी/सीडब्ल्यूसी/एपीएमसी/सहकारी समितियों/निजी पार्टियों आदि से सीसीआई द्वारा किराए पर लिए गए गोदामों में ले जाया जाता है। इसके अलावा, निगम जिनिंग मिलों/व्यापारियों से तैयार गांठें भी खरीदता है, जिन्हें भी भंडारण के

लिए खरीद स्थल से गोदामों तक पहुंचाया जाता है। निगम अपने भंडारण के लिए कपास खरीद केंद्रों पर खरीदे गए कपास को एसडब्ल्यूसी/सीडब्ल्यूसी/एपीएमसी/सहकारी समितियों/निजी पार्टियों आदि से सीसीआई द्वारा किराए पर लिए गए गोदामों में परिवहन कर सकता है और इसे इसके प्रसंस्करण के बिना भी बेच सकता है। गोदाम में स्टॉक में कपास, एफ.पी.कॉटन बेल्स, लिंट, बोरास, हेसियन, , तिरपाल और कोई अन्य स्टॉक शामिल है। खरीद कार्य के दौरान कपास, लिंट, एफ.पी. कपास की गांठें, तिरपाल, ग्रे क्लॉथ, अन्य विविध स्टॉक को राज्य में एक स्थान से दूसरे स्थान तक भी पहुंचाया जाता है।

हम आगामी कपास फसल सीजन 2023-24 के लिए एपीएमसी यार्ड, जिनिंग और प्रेसिंग कारखानों में रखे गए स्टॉक और विभिन्न गोदामों में पड़े स्टॉक के लिए आग, चोरी और सेंधमारी बीमा के कवरेज के लिए आईआरडीए द्वारा अनुमोदित बीमा कंपनियों से दो बोली-प्रणाली में मुहरबंद निविदाएं आमंत्रित करते हैं। बीमा कंपनी को अपना टेंडर सीधे निगम को प्रस्तुत करना है। दलालों के माध्यम से निविदाएं स्वीकार नहीं की जाएंगी। कपास फसल वर्ष का मतलब बारह महीने की अवधि है जो 1 अक्टूबर से शुरू होती है और 30 सितंबर को समाप्त होती है।

शाखा के अंतर्गत पिछले 3 वर्षों के दौरान बीमा राशि, भुगतान किए गए प्रीमियम और प्रस्तुत दावों का विवरण यहां दिया गया है:

**(I) For Marine Cargo (Inland Transit) Open Declaration Policy:**

| Financial Year | Total sum insured (Rs. In Crore) | Net premium (Rs.) | Claim submitted (Rs.) |
|---|---|---|---|
| 2020-2021 | 1100.00 | 1331340.00 | Nil |
| 2021-2022 | Nil | Nil | Nil |
| 2022-2023 | Nil | Nil | Nil |

निविदा दस्तावेज उपरोक्त पते पर शाखा कार्यालय से प्राप्त किए जा सकते हैं या निगम की वेबसाइट www.cotcorp.org.in या सरकारी निविदा पोर्टल www.eprocure.gov.in. से डाउनलोड किए जा सकते हैं। बीमा कंपनियां निर्धारित प्रारूप में सीलबंद निविदाएं प्रस्तुत कर

सकती हैं, उपर्युक्त पते पर महा प्रबंधक को संबोधित " समुद्री कार्गो (अंतर्देशीय पारगमन) खुली घोषणा नीति" लिखी सीलबंद निविदाएं **14.09.2023 दोपहर 02:00 बजे** तक पहुंच जानी चाहिए। समय सीमा के भीतर प्राप्त निविदाएं उपस्थित रहने वाले निविदाकारों की उपस्थिति में **14.09.2023 दोपहर 04:00 बजे** को खोली जाएंगी। वित्तीय बोली-2 उन निविदाकारों के संबंध में खोली जाएगी जो तकनीकी रूप से अर्हता प्राप्त करेंगे।

**महा प्रबंधक**

**Place : बठिंडा**

**Date : 23.08.2023**

भारतीय कपास निगम लिमिटेड
THE COTTON CORPORATION OF INDIA LTD.
(A Government of India Undertaking)
136 -A, 60 Ft. Road, Kamla Nehru Colony, Bathinda (Punjab) -151001
Tel No: 0164-2210371 , 0164- 2210372, Fax No 0164-2210373
CCI WEBSITE : www.cotcorp.org.in E-mail: bathinda@cotcorp.com
CIN:U51490MH1970GOI014733 GSTIN: 03AAACT4053B1Z2

**NO. : CCI/INSURANCE/2023-24/** **Date - 23.08.2023**

## TENDER NOTICE

## Marine Cargo (Inland Transit) 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 (seed Cotton) 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 Fully Pressed Cotton Bales from Traders. Under the Jurisdiction of Branch, purchase operations are carried out at various Centres in the state. List of Centres is given as ***Annexure-A.*** At these Centres, raw 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. Cotton Bales lying in press house/ pala house.
4. F.P. Cotton Bales lying in open compound.
5. F.P. Cotton Bales lying in the Godown within the compound of the factory.
6. The stock in the Godown comprises Kapas, F.P. Cotton Bales, Lint Boras, Hessian, Grey Cloth, Tarpaulins and any other stock.

After processing Fully Pressed Cotton Bales are transported to the Godown hired by CCI from SWC/CWC/APMC/Co-Operative Society/Private Parties etc. Further, the Corporation also purchases readymade bales from the Mills

which are also stored in the godowns. The Corporation may transport the Kapas purchased at Kapas procurement centres for its storage into godowns hired by CCI from SWC/CWC/APMC/Co-Operative Societies/Private Parties etc. and it may sold the same without its processing. The stock in the godown comprises Kapas, Fully Pressed cotton Bales, Lint, Boras, Hessian, Grey Cloth, Tarpaulins and any other stock. During procurement the Kapas, Lint, F.P. Bales, Tarpaulines, Grey Cloth Bales and other Misc. stock is transported from one place in state to other place in the state.

During the ensuing cotton crop year 2023-24 for coverage of Transit Risk of stock during its movement from anywhere in state to anywhere in state , we intend to undertake Marine Cargo (Inland Transit) Open Declaration Policy and therefore, we invite Sealed Tenders in two bid-system from IRDA approved Insurance Companies. Insurance company should 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 and ends on 30th September.

The detail of sum insured, Premium paid and claims submitted during last 3 years under the Branch is given hereunder:

**(I) For Marine Cargo (Inland Transit) Open Declaration Policy:**

| Financial Year | Total sum insured (Rs. In Crore) | Net premium (Rs.) | Claim submitted (Rs.) |
|---|---|---|---|
| 2020-2021 | 1100.00 | 1331340.00 | Nil |
| 2021-2022 | Nil | Nil | Nil |
| 2022-2023 | Nil | Nil | Nil |

The tender documents may be obtained from the Branch 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 super scribing "TENDER FOR MARINE CARGO (INLAND TRANSIT) OPEN DECLARATION POLICY" addressed to Branch Manager at the above-mentioned address should reach latest by 14.09.2023 till 02.00 PM. The tenders received within the time limit will be opened on 14.09.2023 at 04.00 PM in the presence of

tenderers who remain present. Financial Bid-2 shall be opened in respect of those tenderer who technically qualify.

**General Manager**

**Place : Bathinda**

**Date : 23.08.2023**

***Annexure: A***

**List of Kapas Procurement Centres under the Branch Office - Bathinda**

| Sr. No. | Name of Centre | District |
|---|---|---|
| 1 | Fazilka | Fazilka |
| 2 | Abohar | |
| 3 | Muktsar | Muktsar |
| 4 | Malout | |
| 5 | Gidderbaha | |
| 6 | Kilianwali | |
| 7 | Mansa | Mansa |
| 8 | Sardulgarh | |
| 9 | Budhlada | |
| 10 | Jaitu | Faridkot |
| 11 | Tapa | Barnala |
| 12 | Bathinda | Bathinda |
| 13 | Raman | |
| 14 | Sangat | |
| 15 | Maur | |
| 16 | Bhuchu | |
| 17 | Rampura Phul | |
| 18 | Goniana | |

Note: The above list of centers is indicated number of purchase centers. It may increase or decrease with in Punjab state as per operation of the corporation.

APPENDIX–I[1]:
Technical Bid
(Preferably on the Letter head of the Bidder)

Date:_____

To
The Branch Manager
The Cotton Corporation of India Limited,
136-A, 60 Ft. Road, Kamla Nehru Colony,
Bathinda (Punjab) - 151001

**Sub**: Technical Bid for tender for Marine Cargo (Inland Transit) 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 dated _____ 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 shall keep this offer valid for 120 (one hundred and twenty) days from the Bid Due Date i.e. _____.

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.

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

8. 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.

9. We agree and undertake to abide by all the terms and conditions of the Tender for Marine Cargo (Inland Transit) Open Declaration Policy (For Coverage of insurance of stock during its movement from anywhere in state to anywhere in state).

Yours faithfully,

(Signature, name and designation of the Authorised signatory)

Date:
Place:

Name and seal of Bidder

Enclosures:

1. Annexure I
2. Annexure II

**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) Whether the Insurance Company has office at _____ Branch. : Yes/No

a) If yes, please furnish the following details :

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

b) If no, please furnish the following details (local service person details)

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

3) Furnish following detail of Registered Office of the Insurance Company under whose jurisdiction our Branch Office falls. :

i) Contact person :

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

4) Furnish following detail of Divisional Office of the Insurance Company under whose jurisdiction our Branch Office falls. :

i) Contact person :

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

5) Whether the Insurance Co. is having its offices at our procurement Centre. Yes/No

If yes, please furnish the name of Centers :

6) Years of Experience in the field of Insurance Business):

7) 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:

8) 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)
## OTHER TERMS

i) Tenderer should submit the tender as under :

| | |
|---|---|
| Envelope A : | Envelope A marked as Technical Bid which should contain APPENDIX-I i.e. Technical Bid alongwith Annexure I & Annexure-II duly filled and signed by the Authorised Signatory. |
| Envelope B : | Envelope B marked as Financial Bid, which should contain Financial Bid Submission Form (Premium Quotation). |
| Envelope C : | Envelope C should contain Envelope A and Envelope B duly superscribing "TENDER FOR MARINE CARGO (INLAND TRANSIT) 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 only those tenderer who qualify Technical Bid-1 for specifications.

iii) Eligibility Criteria for qualifying Technical Bid-1:

- The insurance company must be IRDA approved and it must have office in the town/city/neighbouring state where our Branch Office is located.

iv) The Corporation reserves its right not to accept the tender of a 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) The Insurance Company should have 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.

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, our tender documents may be rejected by the Corporation.

x) I/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.

xi) Date of opening of Technical Bid-1, **14.09.2023 at 04.00 PM**. The financial bid of the Tenderers who qualify for the Technical Bid will be opened on date **14.09.2023 at 04.30 PM**.

xii) Last date of submission of Tender is **14.09.2023 by 02.00 PM.**

**xiii)** The premium rates quoted by the Insurance Co. for the policies undertaken by Branch / Centres under this Branch will be valid for one year i.e. from 01/10/2023 to 30/09/2024. However, the period can be extended further on same terms and conditions.

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

**GENERAL TERMS & CONDITIONS IN RESPECT OF MARINE CARGO (INLAND TRANSIT) 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 5% to cover incidental expenses (like Transportation, Loading and Unloading Charges and other incidental expenses).

4. **INTERVALS FOR DECLARATIONS:**
   Declaration for aggregate value would be furnished on monthly basis by way of a letter for the period ending every month.

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. 10 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:**

   In the event of occurrence of an Accident, the Branch office of CCI would intimate to the Insurance Company 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. The payment of the claim should be released by the Insurance Co. within 30 days from the date of incident. In case payment is expected to be delayed beyond 30 days, Insurance Co. should make on the Account payment of 75% of claim amount. 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. EXCESS CLAUSE:**
   As per IRDA guidelines.

**9. 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.

**10. SETTLEMENT OF DISPUTES, IF ANY:**

As per standard policy terms.

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

**12.** It may be noted that the rates have been called for coverage of transit insurance of 50 Crore value only for deciding the L-1 rates. However the actual coverage will depend upon the volume of purchase of kapas / Ready Cotton Bales by the Branch Office Bathinda.

**Signature of the Tenderer :**

**Name of the Tenderer :**

**Address & Seal :**

Place : Bathinda

Date : 23.08.2023

**Financial Bid Submission Form**

(Preferably on the Letter head of the Bidder)

Date: _____

To
The Branch Manager
The Cotton Corporation of India Limited,
_____
_____

**Sub**: Financial Bid for Tender for Marine Cargo (Inland Transit) 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 Tender Documents and understood their contents, hereby submit our Financial Bid for coverage of various risks as per the tender document. The Financial Bid is unconditional and unqualified.
2. We hereby quote as follows:

**[I] Insurance Premium quote for Marine Cargo (Inland Transit) Open Declaration Policy for Sum Insured of Rs. 50 Crore:**

| Particular | 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 in case of Marine Cargo (Inland Transit) Open Declaration Policy would be _____ of the Consignment value subject to minimum of Rs. _____

**Signature of the Tenderer :**

**Name of the Tenderer :**

**Address & Seal :**

**Place :**
**Date:**