

Ref No. UPMSCL/SCM/WH-INS/LT-Renewal/1513

Date: 01/12/2020

LIMITED TENDER**FOR STANDARD FIRE & SPECIAL PERILS AND OTHER MISCELLANEOUS POLICY OF
MEDICAL GOODS STORED IN WAREHOUSES FOR THE PERIOD OF ONE YEAR**

TENDER NOTICE	Publication on website on 02/12/2021. Tender document will be available on our website: www.upmsc.in
TENDER START DATE	At 10:00 Hrs. on 03/12/2021
TENDER CLOSING DATE	Up to 15:00 Hrs. on 10/12/2021
TENDER OPENING DATE	At 16:00 Hrs. on 10/12/2021
TENDER VALIDITY	60 days from the date of opening of Technical Bid
EMD & SD	NIL

The Managing Director, UPMSCL, SUDA Bhawan, 7/23, Sector-7, Gomti Nagar Extension, Lucknow 226010, invites sealed limited tenders under double bid (Technical and Price) system from Government and PSU insurance companies registered with IRDA having valid certificate of renewal for STANDARD FIRE & SPECIAL PERILS AND OTHER MISCELLANEOUS POLICY OF MEDICAL GOODS STORED IN WAREHOUSES FOR THE PERIOD OF ONE YEAR.

1.0 The Uttar Pradesh Medical Supplies Corporation Ltd- UPMSCL is a Government of Uttar Pradesh undertaking incorporated under Companies Act, 2013. It has been set up for providing timely and effective Health Care Services to the people of Uttar Pradesh. The Key objective of the UPMSCL is to act as central procurement agency for all essential and specialized Drugs as well as Medical Equipments and services for health care institutions at competitive rates.

To achieve the above objective, this corporation owns 76 Drug warehouse on rent in all the districts of Uttar Pradesh as per the annexure – A.

2.0 The insurance policy obtained by the Corporation for the year 2020-21 covering the stocks of the warehouses situated all over the state and other miscellaneous policy which expired on 22.09.2021 were extended for two months i.e. from 02.11.2021 up to 01.01.2022 and are to be renewed with effect from 02.01.2022. Corporation, therefore, invites Limited Tender for the renewal of its insurance policies for the period of one year effective from 02.01.2022 to 01.01.2023 in accordance with the Tender document for the insurance coverage (Standard fire and Special Perils policy with Earthquake & STFI (Storm, Tempest, Flood and inundation) and Burglary for the stock of drugs and other medical goods stored in the drug warehouse is to be taken). However, it may exceed up to Rs. 310 Crores at some occasions.

Party should submit the Bid as under:-

1. Envelope containing Technical Bid
2. Envelope containing Price Bid
3. Covering letter
4. Declaration

Each envelope should be superscripted as “LIMITED TENDER for STANDARD FIRE & SPECIAL PERILS AND OTHER MISCELLANEOUS POLICY OF MEDICAL GOODS STORED IN WAREHOUSES FOR THE PERIOD OF ONE YEAR and should contain the name and address of the party at the bottom.

The limited tender form duly completed and addressed to:-

General Manager (Supply chain),
Uttar Pradesh Medical Supplies Corporation
Suda Bhawan 7/23, Gomti Nagar Ext., Lucknow-226010
Phone: 0522 – 2838102, E-mail: gm.scm@upmsc.in / manager.wh@upmsc.in

Sealed bids in an envelope may be drop in Tender-box located at UPMSCL headquarter from **03.12.2021 to 10.12.2021 up to 15.00 Hrs.** and the same will be opened at **16.00 Hrs** on the same day, in the presence of party who may wish to remain present.

UPMSCL reserves its right to accept or reject partly or fully any or all Bids without assigning any reasons thereof.

Managing Director

TECHNICAL BID

TECHNICAL BID FORM FOR THE STANDARD FIRE & SPECIAL PERILS AND OTHER MISCELLANEOUS POLICY OF MEDICAL GOODS STORED IN WAREHOUSES FOR THE PERIOD OF ONE YEAR

S. No.	Particulars		Documents to be submitted
1	Renewal of Registration with IRDA	No _____ Date _____ Valid upto _____	copy of document evidencing renewal
2	Profit Before Tax (Loss if any to be indicated with (-) sign) <div style="text-align: right;"> FY 2016-2017 FY 2017-2018 FY 2018-2019 FY 2019-2020 FY 2020-2021 </div>	Rs. _____ Rs. _____ Rs. _____ Rs. _____ Rs. _____	copy of relevant pages of Annual Report for 5 years
3	Gross Written Premium for 2017-2018	Rs. _____	copy of relevant pages of Annual Report
4	Solvency Margin ratio <div style="text-align: right;"> FY 2016-2017 FY 2017-2018 FY 2018-2019 FY 2019-2020 FY 2020-2021 </div>	_____ _____ _____ _____ _____	copy of relevant pages of Annual Report for 5 years
5	Net Worth as on 31.03.2021	Rs. _____	copy of relevant pages of Annual Report
6	Name of PSUs or Company, whom Bidder has given one Insurance Cover of at least Rs. 1000 Crore in each year during Last 2 Years	Copy of insurance Policies issued to clients for the relevant years/ Undertaking given by authorized signatory with all details of such policies	
2019-2020:Client Name	Rs. _____		
2020-2021:Client Name	Rs. _____	Period: _____	
7	Confirm whether willing to take 100% Business	Yes/No	

8	Confirm whether quoted for all the Policies as per terms & conditions of tender documents and in accordance with IRDA Guidelines	Yes/No	
9	Copy of Power of Attorney/authorization by appropriate Competent Authority of the Company to sign the Bid document as required under eligibility criteria clause no. 1.2 (8)		copy duly signed to be submitted
10	Confirm whether debarred or black listed by Any Govt. department or PSU during last five years	Yes/No	
Place: Lucknow Date:		Signature of Authorized Signatory	

Note: This document must be inked signed by authorized signatory

PRICE BID (Schedule of Rates)

**PRICE BID FORM FOR THE STANDARD FIRE & SPECIAL PERILS AND OTHER
MISCELLANEOUS POLICY OF MEDICAL GOODS STORED IN WAREHOUSES FOR THE PERIOD
OF ONE YEAR**

Name of the Bidder & Address:

.....

We have gone through all the Terms and Conditions of the Limited Tender invited by UPMSCL, Corporate Office (Lucknow) and declare to abide by the same. We agreed to offer required policy at below mentioned basic premium rates for a sum of Rs. 310 crores (Rupees Three hundred and Ten crores) as per annexure – B towards the value of stock of drugs and other medical goods:-

Policy	Details	Premium (inclusive of all applicable taxes except GST)
Standard Fire & Special Perils Policy for Stocks stored in warehouses with Add-on cover for Earthquake & STFI (Storm, Tempest, Flood and inundation) (Floater Declaration basis)		
Burglary (Floater) Insurance for the stock		

Note: Price quoted is inclusive of all applicable taxes except GST and bidder is required to clearly indicate the rate of GST applicable.

Authorized Signature and Seal

Place:

Date:

DECLARATION

I/we hereby undertake to abide by all the terms and conditions of the Limited tender supplied by the Corporation and a copy annexed herewith duly signed.

We agree with the all Terms and conditions.

Name & Signature of the party with seal

Place :

Date :

Witness-1

Name:.....

Signature:.....

Address:.....

Witness-2

Name:.....

Signature:.....

Address:.....

FORMAT OF COVERING LETTER OF BID

The General Manager (Supply chain),
Uttar Pradesh Medical Supplies Corporation
Suda Bhawan 7/23, Gomti Nagar Ext., Lucknow-226010
Phone: 0522 – 2838102

Sub: Limited Tender document Ref No. UPMSCL/SCM/WH-INS/LT-Renewal/

Dear Sir / Mam,

Having gone through the Tender Document for undertaking various Insurance Covers required by the Uttar Pradesh Medical Supplies Corporation (UPMSCL) for the period 02.01.2022 to 01.01.2023, including the Technical qualifications, General Bid Conditions and the Price Bid (Schedule of Rates) etc., the Receipt of which is hereby confirmed, I, _____ (Name & Designation of Authorized Signatory), of the _____ (Name of the company), am pleased to offer our Bid containing both our Technical Bid as well as the Price Bid (Schedule of Rates) with a view to undertake and execute the whole range of Insurance Policies, sought for by the Corporation against various perils and in conformity with the said Tender Document, for which we undertake to provide the desired insurance covers to the Uttar Pradesh Medical Supplies Corporation at the Premium quoted by us in enclosed the Price Bid (Schedule of Rates).

We confirm and declare that we are registered with the Insurance Regulatory Development Authority (IRDA) for the purpose of doing the General Insurance Business and not debarred or black listed by any PSU during the last 5 years.

We further confirm and declare that we are meeting the eligibility criteria laid down by the Corporation and the rates quoted by us in the Price Bid are in conformity with the guidelines issued by IRDA from time to time and there is no deviation in the rates, terms & conditions offered by us with reference to the IRDA guidelines, whatsoever. We also confirm that all the terms & conditions of Tender document are acceptable to us and this confirmation should also be considered as all the pages of Tender document having been signed by me, the authorized signatory.

We further confirm and declare that this Bid shall be valid for a period of 60 days from the date of opening of Technical Bid, and shall remain binding upon us if the same is accepted by UPMSCL at any time before the expiry of 60 days period.

The Bid together with our written acceptance thereof in your notification of award shall constitute a binding agreement between us.

Date:

Signature of Bidder's Authorized Signatory: _____

Name & Designation of Authorized Signatory: _____

Note 1: This document must be inked signed by authorized signatory.

INSTRUCTIONS TO THE BIDDER AND GENERAL TERMS & CONDITIONS

1. General Terms

1.1 Purpose of Invitation of Bids

This Invitation for limited tender issued by the Uttar Pradesh Medical Supplies Corporation Ltd-UPMSCL, a Govt. of Uttar Pradesh undertaking, is for renewal of its insurance policies for various risks & perils (Fire and other Misc. policies) as per details mentioned above to cover sum insured as indicated therein for the period commencing from 2nd January 2022 to 01st January 2023.

The Bids should reach to this office on or before **10.12.2021 up to 15.00 Hrs.** and the same will be opened at **16.00 Hrs.** on the same day, in the presence of party who may wish to remain present. The terms & conditions of the limited tender are as under: -

Bids should be submitted in the prescribed formats as enclosed. The party should submit bids in two separate sealed envelopes duly marked as Technical bid (with declaration), Financial bid and then place the two sealed envelopes into one envelope consisting covering letter and other essential supportive documents duly sealed and super scribed as **“LIMITED TENDER for STANDARD FIRE & SPECIAL PERILS AND OTHER MISCELLANEOUS POLICY OF MEDICAL GOODS STORED IN WAREHOUSES FOR THE PERIOD OF ONE YEAR”** addressed to the General Manager, UPMSCL, Registered Office, Lucknow.

1.2 Eligibility Criteria (Technical qualification)

1. The Bidder should have been in general insurance business for more than five years on the date of opening of bids and is registered with IRDA having valid certificate of renewal. Bidder should have registered office in the State of Uttar Pradesh and one branch office in Lucknow.
2. The Bidder should have earned profit before tax (PBT) in any of the three financial years during preceding 5 financial years i.e. 2016-2017, 2017-2018, 2018-2019, 2019-2020 and 2020-2021.
3. The bidder should have Gross Written Premium of not less than Rs. 1000 crore for 2020-2021.
4. The Bidder should have solvency margin ratio of not less than 1.50 in any three financial years during preceding 5 financial years i.e. 2016-2017, 2017-2018, 2018-2019, 2019-2020 and 2020-2021.
5. The Bidder should have a Minimum Net worth of Rs. 250 crore as on 31.03.2021.
6. The Bidder should have given the insurance cover of sum insured of at least Rs. 1000 crore to at least one Public Sector Undertaking in each year during 2019-2020 & 2020-2021.
7. Bidder should submit copy of Power of Attorney/authorization by appropriate Competent Authority of the Company authorizing signing of the Bid document by the authorized signatory.
8. Bidder has not been debarred or black listed by any Government department or PSU during the last five years.
9. Bidder should furnish a covering letter in prescribed format given above for acceptance of all terms & conditions of tender document.

1.3 Bid Evaluation Criteria

The Bidder will have to qualify in the Technical Bid for being considered eligible for the opening of his Price Bid. Bidder must fulfill the eligibility criteria as per Clause 1.2 and furnish the required documents/information mentioned in the Technical bid form failing which the bid is liable to be rejected.

The Price Bids would be evaluated on the basis of lowest total premium quoted for the insurance policies mentioned in the Price Bid (Schedule of Rates).

1.4 Bids from Joint Venture / Consortium

Bids submitted by the Joint Venture or Consortium of insurance companies will not be considered.

1.5 One Bid per Bidder

One insurance company is expected to submit only one Bid and in the event of receipt of multiple Bids from one insurance company, lowest of them (Price Bid) will be considered.

1.6 Warehouse Visit

The Bidders are advised to visit and inspect for themselves the District warehouses, the assets to be insured and their surroundings and obtain on their own any information that they may consider necessary for preparing or submitting their Bid and entering into the contract, at their own expense.

2. Bidding Document

2.1 Contents of Bidding Document

The Bidders are expected to go through the instructions, terms & conditions, forms and the specifications contained in the bidding document. The bidding document for Invitation for Bids together with all its attachments shall be considered to have been read, understood and accepted by the bidders. Failure of the bidder in furnishing any information sought to be furnished in the bidding document under clause 1.2 (Eligibility Criteria) may render the Bid liable to rejection.

2.2 Clarification of Bidding Document

Any prospective bidder desirous of seeking any clarification with regard to the contents of the Tender documents may visit at 11.00 hrs. At registered office Lucknow. The Bidder may note that no change/modification in the bid would be entertained after the submission of the Bids.

2.3 Amendment of Bidding Document

The UPMSCL reserves the right to add, alter, amend, delete or modify any clause of the Tender document of its own or in pursuance to any query received from any prospective bidder during procedure subject to the condition that the amendment so made, by the Corporation shall be duly notified in writing by uploading at UPMSCL website for information to all the prospective bidders and the same shall be binding on all of the prospective bidders. No separate communication will be issued.

3. Preparation of Bid

3.1 Documents comprising Bid

The Bid prepared by the bidder shall comprise of the following: -

3.1.1 Technical Bid

Technical Bid should contain all the documents mentioned against each item in Technical bid form and shall be duly signed and submitted by authorized signatory

3.1.2 Price Bid

The Bidder shall quote for all the policies mentioned in the Price Bid and the Schedule of Rates. Any Bid containing quote for part of the policies shall be liable for rejection.

Rates quoted by the Bidder, shall remain firm, fixed & valid until the completion of the contract or expiry of the policy period, and will not be subject to any variation on any account, whatsoever irrespective of operation of any law/statue/direction of any regulatory authority or variation due to any other reason /matter/things of whatsoever in nature subsequent to the date of submission of Bid and shall not give any right to the bidder to back out from the Bid or during the policy period.

For any additional coverage to be taken during the contract period, proportionate premium shall be paid at the same rate. The Bidder shall ensure that the premium is quoted by them both in figures as well as in words, and there is no discrepancy or variation between them and, in case of any discrepancy or variation between them, the lesser of the two amounts will be considered as the valid amount.

The bidder should have a valid GST registration number. Price quoted is inclusive of all applicable taxes except GST and bidder is required to clearly indicate the rate of GST applicable. GST shall be paid extra at applicable rates subject to submission of tax invoice as per rules under GST law. Under GST regime, the bidder is required to correctly and timely disclose/upload the details of output supplies to UPMSCL as per GST rules in his GST returns. Non-compliance would result in mismatching of claims and denial of input tax credit to UPMSCL. Notwithstanding anything contained in agreement/contract, in case of such default by the bidder, the amount of input tax credit denied to UPMSCL along with interest and penalty shall be to the account of the bidder.

3.2 Conditional Bids

Conditional bids will not be entertained and will be summarily rejected.

3.3 Zero Deviation

The Bidders should note that this is a Zero Deviation Limited Tender and the Bid submitted by them should be based on the terms & conditions indicated in the Tender document.

4 Submission of Bids

4.1 If any bidder submits any false/forged information/document or if any bidder backs out from its offer or alters / modifies his bid after the time and date of submission of the bids, the same will not be considered and their bid would be summarily rejected and UPMSCL reserves the right to debar/blacklist the bidder from participating in similar bids for the next two years. Further, UPMSCL may inform IRDA in such eventuality for taking appropriate action by them against such defaulting insurance company.

4.2 In case the date of opening of bid is subsequently declared as holiday, the Bids will be opened on the next working day at the appointed time.

5 Payments against Claims

The underwriter shall get the final survey report as per the following timeline and make the payment of the claim within 7 days from the date of final survey report.

UPMSCL Claim Amount (Rs./ Lakh)	Time period for submission of final survey report by Surveyor to Insurance Company from the date of submission of complete documents by UPMSCL as per the LOR by the surveyor
Upto Rs.25.00 lakh	2 weeks
Above Rs.25.00 lakh and upto Rs.100.00 lakh	3 weeks
Above Rs.100.00 lakh	4 weeks

6 Miscellaneous Provisions

6.1 UPMSCL reserves the right either to accept or to reject any of the Bids, at any time prior to the award of contract, without assigning any reason whatsoever, and shall not incur any liability to the affected bidder(s).

6.2 In case of any dispute with regard to the evaluation of Bids or the award of insurance work of UPMSCL, the decision of the Managing Director of UPMSCL shall be final and binding on all concerned.

6.3 The Bidder shall keep the policies in force for the full period i.e. from 2nd January 2022 to 1st January 2023, both days inclusive -midnight to midnight and the same shall not be allowed to be cancelled during the currency of the policy period.

7 Resolution of Disputes

7.1 If, dispute or difference of any kind shall arise between the UPMSCL and the successful bidder in connection with or relating to the contract against such tender, the parties shall make every effort to resolve the same amicably by mutual consultations.

7.2 If, after thirty (30) days from the commencement of such informal negotiations, the UPMSCL and successful bidder have been unable to resolve amicably a Contract dispute, either the UPMSCL or the successful bidder may give notice to the other party of its intention to commence arbitration, as provided by the applicable arbitration procedure and shall be as per the Arbitration and Conciliation Act. 1996.

7.3 In the case of dispute or difference arising between the UPMSCL and a successful bidder relating to any matter arising out of or connected with the contract, such dispute or difference shall be referred to a sole arbitrator as mutually decided by the parties. The fees, if any, for the arbitration including arbitrator fees, if required to be paid before the award is made and published, shall be borne equally by both parties. The Arbitrator's award shall be final and conclusive.

7.4 Seat of Arbitration: The seat of arbitration shall be at Lucknow, Uttar Pradesh, India. Courts of Lucknow shall have exclusive jurisdiction.

7.5 The language of Arbitration shall be English language and shall be governed, construed in accordance with applicable Indian laws.