

West Bengal State Warehousing Corporation

(A Government Undertaking)

Khadya Bhawan, B-Block, (4th Floor)

11A, Mirza Ghalib Street,

Kolkata-700087

Website: www.warehousingwb.com

Email: swc@wb.gov.in

Memo No: 138/Genl./D (I) -3/Fire/SWC

Dated: 11/04/2022

TENDER NOTICE

West Bengal State Warehousing Corporation, a statutory Corporation incorporated under The Warehousing Corporation Act, 1962 and under the administrative control of Food & Supplies Department, Government of West Bengal invites quotations in sealed envelopes from Public Sector Insurance Companies/Reputed Private Insurance Companies having vast experience of providing General Insurance Services to different Govt./ Semi Govt/ PSU Companies for taking Insurance Coverage for a term of one year w.e.f. 28.05.2022 for its own and long term hired Warehouses located in the different districts of West Bengal on i) different products including agricultural items and industrial items stored in its 25 Warehouses ii) electronic gadgets like Computers and accessories lying in the offices of 25 Warehouses & WBSWC HO and iii) the structure of 16 Warehouses above plinth level, against different perils like Fire, Flood, Inundation, Earthquake ,Terrorism & Riot, Burglary, Theft etc. following IRDAI guideline. Apart from it, WBSWC shall also take Fidelity Insurance on 25 Superintendents & 5 number of GK-I of its Warehouses.

The intending Agencies fulfilling the conditions may submit their bid together with requisite documents as per schedule below at the address given below superscribing the envelope "**Tender for Insurance of WBSWC**".

Table - A

Scope of Work	Providing Insurance Service by taking insurance coverage of its 25 Warehouses on i) different products including agricultural items and industrial items stored in its Warehouses ii) electronic gadgets like Computers and accessories lying at offices iii) the structure of different Warehouses above plinth level against different perils like Fire, Flood, Inundation, Earthquake, Terrorism& Riot, Burglary, Theft etc. following IRDAI guideline and iv) Fidelity Insurance on Superintendents & GK-I of Warehouses.												
Schedule of Tender	<table border="1"><tr><td>Date of Publication of Tender Notice</td><td>11/04/2022</td></tr><tr><td>Bid Submission Dates</td><td>From 11 am to 5 pm of 11/04/22 to 27/04/22 excluding Saturdays ,Sundays and other holidays declared by Govt of West Bengal</td></tr><tr><td>Place of Bid Submission</td><td>Head Office of WBSWC at Khadya Bhavan, Block B, 4th Floor, 11A Mirza Ghalib Street, Kolkata -700087</td></tr><tr><td>Closing Date & Time of Bid Submission</td><td>27/04/22 up to 2.00 pm</td></tr><tr><td>Opening Date and Time of Bid</td><td>27/04/2022 at 3.00 pm</td></tr><tr><td>Place of Bid Opening</td><td>Head Office of WBSWC at Khadya Bhavan, Block -B, 4th Floor, 11A Mirza Ghalib Street, Kolkata – 700087</td></tr></table>	Date of Publication of Tender Notice	11/04/2022	Bid Submission Dates	From 11 am to 5 pm of 11/04/22 to 27/04/22 excluding Saturdays ,Sundays and other holidays declared by Govt of West Bengal	Place of Bid Submission	Head Office of WBSWC at Khadya Bhavan, Block B, 4th Floor, 11A Mirza Ghalib Street, Kolkata -700087	Closing Date & Time of Bid Submission	27/04/22 up to 2.00 pm	Opening Date and Time of Bid	27/04/2022 at 3.00 pm	Place of Bid Opening	Head Office of WBSWC at Khadya Bhavan, Block -B, 4th Floor, 11A Mirza Ghalib Street, Kolkata – 700087
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Cost of Tender	Nil												
EMD	Nil												

Details of Policies:-**Table - B**

SI N O	Name of Policies	Locations to be Covered	Period	Consolidated Net Rate of Premium after Allowing All Discounts per milli
1	Fire(including STFI, Earthquake, Terrorism)	All 25 Warehouses (List enclosed)	One Year	
2	Burglary(25% FLB)	All 25 Warehouses (List enclosed)	One Year	
3	Structural Insurance of Warehouse building and boundary walls above plinth level Fire (including STFI, Earthquake, Terrorism)	16 Warehouses viz. Alipurduar, Balurghat, Bankura, Cossimbazar, Dinhata, Garbeta, Jalpaiguri, Kaliaganj, Krishnanagar, Malda, Memari-I, New Jalpaiguri, Raiganj, Ranaghat, Siliguri, Tarkeswar (List enclosed)	One Year	
4	Computer & Accessories (Fire+ Allied Perils and Burglary Theft)	Computers & Accessories lying at 25 WBSWC Warehouses & WBSWC HO in different districts of West Bengal.(List enclosed)	One Year	
5	Fidelity Insurance	Fidelity Insurance on 25 Superintendents & 5 GK-I	One Year	

Qualification Condition

1. The Agency should have IRDAI registration Certificate
2. The Agency should not be convicted of any offence by any Court or debarred or punished by Statutory Authority/IRDAI, for which a separate declaration is required from the Agency.
3. An individual or a firm should not be associated with the Corporation other than on the ground of professional assignment or any of its Directors/key Managerial Personnel/Senior Management in any manner during a period of two years immediately preceding the date of appointment, for which a separate declaration is required from the Agency
4. The Agency should have all statutory documents such as PAN, GST Registration, and Professional Tax Registration etc.
5. The Agency should have Headquarter/Branch office in Kolkata.
6. Minimum Average Annual Turnover of the Agency in the last 3 Years (2019-20/2020-21/2021-22) should be Rs. 15 Lakh per year.
7. Minimum standing of Agency should be at least 5 years
8. The Agency should have at least 05 (Five) years experience of providing insurance service to Govt./PSU/FCI/CWC/SWC.
9. The Agency should provide a dedicated Nodal Officer/Relationship Manager

All the information furnished is to be supported by authenticated documentary evidences, which will be checked with originals by competent-authority before awarding the assignment. For any wrong information, the application will be liable for "rejection". In respect of experience, completion-certificate or payment certificate is to be provided. In case of any dispute arising during execution of contract, an amicable solution may be arrived at with discussion and reconciliation. However, in case of any dispute remaining unresolved, decision of the Managing Director, WBSWC, will be final and binding on both the parties to the Contract.

West Bengal State Warehousing Corporation reserves the right to cancel the Tender at any point of time without assigning any reason.

Submission of Tender

The Tenderer shall submit their offer in sealed envelopes as per time schedule notified above. Tenderer may be present at the time of opening Tender.

Note:

1. Applications should be submitted in the formats as given in the Annexure -I (Format of Application) and Annexure -II (Price Bid).
2. Information and documents as per Annexure-I and Annexure-II are to be submitted in two separate sealed envelopes containing the following marking:"

[1] Envelope No.1- Application and Compliance of Eligibility Criteria & Terms and Conditions. (Annexure-I)

[2] Envelope No.2 - Price Bid (Annexure-II)

Envelope No.1 & 2 shall be inserted in one big sealed envelope named "Application for Providing Insurance Coverage for WBSWC".

3. Applications should be dropped in a Drop Box in the office of the WBSWC at Khadya Bhavan, B Block, 4th Floor on or before as per schedule mentioned in page- I at the address stated above

Annexure-I

FORMAT OF APPLICATION

1. Name of the Firm/Agency/ Company/ Organization:

2. IRDAI Registration No. of the Firm/Agency/ Company/ Organization:

3. Date of Registration with IRDAI:

4. Details of Office/(s):

i) Address:

ii) Date of Establishment:

iii) Contact No.:

iv) E-mail id:

5. Details of Dedicated Nodal Officer/Relationship Manager in the Agency:

Serial No	Name of Nodal Officer/Relationship Manager	Address	Date of Joining in the Agency	Contact No	Email id

6. Details of Service Experience in PSU/ Govt. Organization

Serial No	Name of the PSU/ Organization	Year of Providing service	No. of Claims Raised during the Service	No. of Claims Settled during the Service	Type of Coverage

7. Details of Experience in Other Assignments:

Serial No	Name of the PSU/ Organization	Year of Providing service	No. of Claims Raised during the Service	No. of Claims Settled during the Service	Type of Coverage

Continued...

8. PAN No.:

9. GST No.:

10. Turnover and GST paid by the Agency in Last 3 Financial Years (2019-20/2020-21/2021-22)

Financial Year	Turn Over(Rs)	GST Paid(Rs)
2019-20		
2020-21		
2021-22		

Date:

(Signature of the Proposer)

Annxure-II

Price Bid

SI N O	Name of Policies	Locations to be Covered	Period	Consolidated Net Rate of Premium after Allowing All Discounts per milli
1	Fire(including STFI, Earthquake, Terrorism)	All 25Warehouses (List enclosed)	One Year	
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3	Structural Insurance of Warehouse building and boundary walls above plinth level Fire (including STFI, Earthquake, Terrorism)	16 Warehouses viz. Alipurduar, Balurghat, Bankura, Cossimbazar, Dinhata, Garbeta, Jalpaiguri, Kaliaganj,Krishnanagar, Malda, Memari-I , New Jalpaiguri, Raiganj, Ranaghat, Siliguri, Tarkeswar (List enclosed)	One Year	
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5	Fidelity Insurance	Fidelity Insurance on 25 Superintendents & 5 GK-I	One Year	

Quoting the Rate of Premium

Note: The Tenderer should mention the consolidated net rate of premium only after allowing all discounts per milli as mentioned against each of the items mentioned in the Table above

List of Warehouses

Sl No.	Name of SWC Warehouse	District	for STFI Insurance	for Burglary & Theft Insurance	for Structural Insurance	for Computer & Accessories	for Fidelity Insurance
0	WBSWC HO	Kolkata				Yes	
1	Alipurduar	Alipurduar	Yes	Yes	Yes	Yes	Yes
2	Bankura	Bankura	Yes	Yes	Yes	Yes	Yes
3	Dinhata	Coochbehar	Yes	Yes	Yes	Yes	Yes
4	Balurghat	Dakshin Dinajpur	Yes	Yes	Yes	Yes	Yes
5	Siliguri	Darjeeling	Yes	Yes	Yes	Yes	Yes
6	Tarakeswar	Hooghly	Yes	Yes	Yes	Yes	Yes
7	Jalpaiguri	Jalpaiguri	Yes	Yes	Yes	Yes	Yes
8	New Jalpaiguri	Jalpaiguri	Yes	Yes	Yes	Yes	Yes
9	Beliaghata	Kolkata	Yes	Yes		Yes	Yes
10	Hide Road	Kolkata	Yes	Yes		Yes	Yes
11	Paharpur	Kolkata	Yes	Yes		Yes	Yes
12	Sealdah	Kolkata	Yes	Yes		Yes	Yes
13	Taratala-I	Kolkata	Yes	Yes		Yes	Yes
14	Tollygunj	Kolkata	Yes	Yes		Yes	Yes
15	Malda	Malda	Yes	Yes	Yes	Yes	Yes
16	Cossimbazar	Murshidabad	Yes	Yes	Yes	Yes	Yes
17	Krishnanagar	Nadia	Yes	Yes	Yes	Yes	Yes
18	Ranaghat	Nadia	Yes	Yes	Yes	Yes	Yes
19	Jessore Rd-I	Noth 24 Parganas	Yes	Yes		Yes	Yes
20	Jessore Rd-II	Noth 24 Parganas	Yes	Yes		Yes	Yes
21	Garbeta	Paschim Medinipore	Yes	Yes	Yes	Yes	Yes

22	Memari-I	Purba Bardhaman	Yes	Yes	Yes	Yes	Yes
23	Memari-II	Purba Bardhaman	Yes	Yes		Yes	Yes
24	Kaliaganj	Uttar Dinajpur	Yes	Yes	Yes	Yes	Yes
25	Raiganj	Uttar Dinajpur	Yes	Yes	Yes	Yes	Yes

s/d

Managing Director
WBSWC