



**THE STATE TRADING CORPORATION OF INDIA LIMITED**  
**(A Government of India Undertaking)**  
**AGRA REPRESENTATIVE OFFICE**  
**www.stclimited.co.in**  
**Bharatpur House, Civil Lines, MG Road,**  
**AGRA-282 001**

**LIMITED E-TENDER-FOR PARTICIPATION TO WHOM IT IS ADDRESSED TO**

REF NO.: STC/AGRA/INS/1/2026-27

DATE: 29.04.2026

SUB: LIMITED E- TENDER TO INVITE QUOTATIONS FROM FOUR EMPANELLED CONSULTANT OF STC FOR THE RENEWAL OF INSURANCE POLICY NO 54080211258700000006 & 54080246250100000006, FOR FURNITURE'S, FIXTURES, FITTINGS OTHER OFFICE EQUIPMENT, PLANT & MACHINERY THAT INCLUDES LAB TESTING EQUIPMENT/MACHINERY AT BHARATPUR HOUSE, CIVIL LINES, MG ROAD, **AGRA-282002**.

	<b>DATED</b>	<b>TIME</b>
TENDER CLOSING	04.05.2026	14:00 Hrs.
BID OPENING	04.05.2026	14.30 Hrs.

STC INVITES QUOTATION FROM STC'S EMPANELLED FOUR CONSULTANT FOR ABOVE REFERRED LIMITED TENDER FOR RENEWAL OF ABOVE CITED POLICY FOR FURTHER PERIOD OF **(1) 3 MONTHS, (2) 6 MONTHS & (3) 12 MONTHS WITH THE SUM INSURED OF RS. 22,42,511/-** AND OTHER DETAILS AS MENTIONED IN ATTACHED POLICIES.

Bids must be uploaded online using e-Procurement portal of NIC ([eprocure.gov.in](http://eprocure.gov.in)) in the prescribed format along with all necessary documents and information requested herein.

The bids may be uploaded online latest by **14:00 HRS(IST) on 04.05.2026, and will be opened at 14:30 HRS (IST) on 04.05.2026.**

All details regarding the subject NIT are available on websites: [stclimited.co.in](http://stclimited.co.in) and [www.eprocure.gov.in/eprocure/app](http://www.eprocure.gov.in/eprocure/app). Any change/modification/ corrigendum in connection with this NIT will be intimated through one or more of these websites only. Prospective bidders are therefore requested to visit above mentioned websites regularly to keep themselves updated. STC shall not be liable to send any individual information or issue a public notice.

The participating insurance Companies through the STC's Empanelled consultant should fulfill the following:

1. It should be registered with and licensed by IRDA.
2. As far as excess is concerned, it should be as per Tariff.
3. The insurance Company so appointed for the above tender would ensure submission of insurance certificate, bills and other related documents within 24 hours from the date and time of placement of Insurance Business.
4. The insurance claim, if any, would also be settled within 15 days after submission of all documents by STC to Insurance Company.

### **1. Instructions for filling the e-bid**

- a) Bids are invited via limited e-bid process for the renewal of attached insurance policies for further period of one year.
- b) Bids have to be uploaded online only via <https://eprocure.gov.in/eprocure/app> (the e-procurement portal of NIC). No bids shall be accepted in hard copy or any other form.
- c) For submission of e bids, bidders are required to get themselves registered with NIC's central Public Procurement (CPP) portal (<https://eprocure.gov.in/eprocure/app>) using Class –III digital signature certificate. All the details mentioned during registration / enrolment process should be correct and true. Bidders have to abide by all the terms and conditions mentioned during registration process.
- d) Bidders are advised in their own interest to upload the online bids well before the bid document submission Closing date and time (as per server system clock of CPP). STC shall not be responsible for any delay or the difficulties encountered by the bidder during submission of bids at the eleventh hour on account of any technical or other issues.
- e) For any queries relating to the process of online bid submission or queries relating to Procurement Portal (<https://eprocure.gov.in>), the bidders may contact CPP Portal Helpdesk on Tel No's 0120-4001-002, 4001-005, 6277- 787 and email ID support-eproc@nic.in.
- f) Bidders may regularly visit STC website for any information / clarification / addendum / corrigendum etc. related to this bid, processing of bids received, award of job, pre bid meet decisions etc. STC shall not be liable to send any information individually or publish a public notice for any further information regarding this bid in newspapers.
- g) Portal for Online Submission is <https://eprocure.gov.in/eprocure/app>
- h) STC may ask the bidders to submit any or all the documents in original or any additional information as part of their online bid anytime during the bid process.
- i) Bidder has to satisfy STC for ensuring sufficiency of documents necessary for Tender evaluation at his cost if so desired by STC.
- j) The bid document available on e-procurement portal shall be taken as final. STC reserves its right to ask for more document as "Clarification/supporting" only for verification of the uploaded documents. Decision of STC will be final and binding in this regard.

## 2. Bidder's Responsibility:

- Although all details presented in this bid document have been compiled with all reasonable care, it is the bidder's responsibility to ensure that the information provided is adequate and clearly understood.
- Site visit for understanding of risk, "Applicable Special Feature Discounts". Etc. has to be done by bidder at its own risk and cost.
- Bidder's quotation is the responsibility of the bidder and no relief or consideration can be given for errors and omissions.

### General

YOU MAY QUOTE THE MOST COMPETITIVE OFFER FROM GOVT. INSURANCE COMPANIES, THROUGH STC'S EMPANNELED CONSULTANT FOR THE RENEWAL OF INSURANCE POLICY NO 54080211258700000006 & 54080246250100000006, FOR FURNITURE'S, FIXTURES, FITTINGS OTHER OFFICE EQUIPMENT, PLANT & MACHINERY THAT INCLUDES LAB TESTING EQUIPMENT/MACHINERY AT BHARATPUT HOUSE, CIVIL LINES, MG ROAD, AGRA-282002, FOR FURTHER PERIOD OF ONE YEAR. i.e. **07.05.2026 TO 06.05.2027**. IN ADDITION, PLEASE NOTE THAT THE SUM INSURED (**RS. 22,42,511/-**) IS BASED ON RIV VALUE AND THE INSTATEMENT CLAUSE SHOULD INVARIABLY BE MENTIONED IN THE POLICIES. PLEASE NOTE THAT THE SUM INSURED IS PROVISIONAL AND CAN BE REVISED AT ANY POINT OF TIME.

STC reserves the right to award the policy to the lowest bidder. In case of award of work to the insurance company, they are required to issue the cover note immediately after receipt of payment of premium by cheque/ RTGS/ NEFT, and Policy wordings are required to be submitted to STC within 07 days of receipt of cheque/RTGS/ NEFT. Final policy will be issued within 15 days after receipt of comments from STC, if any.

**(Ajay Rawat)**  
**Manager (AUD),**  
**STC of India Ltd.,**  
**New Delhi.**

## FORMAT OF PRICE BID (BOQ to be filled online only)

The specimen format of the BOQ is as hereunder:

[Item Rate BoQ](#)

Tender Inviting Authority: Sh. Ajay Rawat, Manager-AUD, The State Trading Corporation of India Limited, Jawahar Vyapar Bhawan, Tolstoy Marg, New-Delhi-110001

Name of Work: LIMITED E- TENDER TO INVITE QUOTATIONS FROM FOUR EMPANELLED CONSULTANT OF STC FOR THE RENEWAL OF INSURANCE POLICY NO 54080211258700000006 & 54080246250100000006, FOR FURNITURE'S, FIXTURES, FITTINGS OTHER OFFICE EQUIPMENT, PLANT & MACHINERY THAT INCLUDES LAB TESTING EQUIPMENT/MACHINERY AT BHARATPUT HOUSE, CIVIL LINES, MG ROAD, AGRA-282002.

Contract No: STC/AGRA/INS/1/2026-27

Name of the Bidder/ Bidding Firm / Company:

**PRICE SCHEDULE**

(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)

NUMBER #	TEXT #	NUMBER #	TEXT #
Sl. No.	Item Description	GROSS PREMIUM (INCLUDING GST) In Figures To be entered by the Bidder Rs. P	TOTAL AMOUNT In Words
1	2	13	55
1	Description		
1.01	PREMIUM FOR THREE (3) MONTHS		INR Zero Only
1.02	PREMIUM FOR SIX (6) MONTHS		INR Zero Only
1.03	PREMIUM FOR TWELVE (12) MONTHS		INR Zero Only
		Rate Entry Please enter Basic Rate in Rupees for this item	

### Instruction for Electronic Submission of Financial/Price Bid/BOQ:

1. Procedure for filling of Financial Bid online:
  - a) BOQ (Financial/Price Bid) uploaded by STC to be used only for submission of Gross Premium (including GST).
  - b) The BOQ template must not be modified/ replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the 'bidder name' and 'Gross Premium (including GST)' only.
  - a) At the time of uploading of BOQ, the file name for uploading the BOQ (Financial/Price Bid) should remain the same as it was downloaded from the CPP Portal.
2. No other format of price submission shall be accepted.
3. The offer shall be valid for 60 days from the date of bid opening.



**New India Bharat Flexi Sookshma Udyam Suraksha**  
**UIN - IRDAN190RP0035V02202223**

**1. Insured's Details :**

Insured Name	: THE STATE TRADING CORPORATION OF INDIA LIMITED	E-mail Id/Fax	: mehul@salasarservices.com, /
Customer ID	: POC2389171	PAN No.	:
Address	: BHARATPUR HOUSE , CIVIL LINES, MG ROAD, AGRA, UTTAR PRADESH-282002 AGRA ,UTTAR PRADESH, 282002	GSTIN/UIN.	: NA / NA
Phone No.	: XXXXXX6745		

**2. Issuing Office Details :**

Office Name	: BO-540802 (540802)
Office Code	: 540802
Address	: KHAGAU ROAD, SAGUNA MORE, DANAPUR, PATNA ,801503 BIHAR , 801503.
Phone No.	: 06115227640
E-mail Id/Fax	: nia.540802@newindia.co.in /
S.Tax Regn. No.	: AAACN4165CST178
GSTIN	: 10AAACN4165C3Z4
SAC	: 997137 (Other property insurance services)

**3. Policy Details :**

Policy Number	: 54080211258700000006
Period of Insurance	: From: 07/05/2025 12:00:01 AM To: 06/05/2026 11:59:59 PM
Date of Proposal	: 07-May-25
Prev. Policy no.	:
Client Type	: Corporate
Business Source Code	:
Dev.Off level./Broker	: Salasar Services Insurance Brokers Private Ltd., - (2D6852159) M/S Salasar Service(Insurance Brokers) Pvt. Ltd. - (SI00262296),
Agent/Bancassurance/SPECIFIED PERSON	:
Phone No.	: 8584869573 / NA
E-mail Id/Fax	: payment@salasarservices.com, / /

**4. Collection Particulars :**

Premium	: 1,447
GST	: 260
Total (₹)	: 1,707
Receipt No. & Date	: 54080281250000000094 - 08/05/25

**5. Policy Level Covers :**

Description of Property	: As per Block Details	
Location Address with Pin Code	: As per Block Details	
Risk Description	: As per Block Details	
Sum Insured	: ₹ 2,242,511	
<b>Risk Serial No</b>	<b>Occupancy Code</b>	<b>Occupancy Description</b>



Risk Serial No	Occupancy Code	Occupancy Description
1	3001	Analytical / Quality Control Laboratories

**6. Block Details :**

Building, Contents & Stocks or Building Contents & Stocks on Declaration basis is selected:

Risk SI No.	Location Address with Pin Code	Building including plinth, Basement and additional structure	Furniture & Fixtures, Fittings and other equipment	Plant & Machinery	Other Contents Details	Other Contents SI	Raw Material SI	Stocks in process SI	Finished Stock SI
1	Bharatpur House , Civil Lines, MG ROAD, AGRA, Uttar Pradesh-282002 282002	0	1742511	500000	0	0	0	0	0

Risk SI No.	Location Address with Pin Code	Type of Construction - Walls	Type of Construction - Floor	Type of Construction - Roof
1	Bharatpur House , Civil Lines, MG ROAD, AGRA, Uttar Pradesh-282002 282002	P	P	P

**7. Additional Covers:**

a) Built-in Covers:

Cover Name	Opted or Not
Additions,alterations or extensions	Yes
Temporary removal of stocks	Yes
Cover for specific content	Yes
Start-up expenses	Yes
Professional fees	Yes
Removal of debris	Yes
Costs compelled by Municipal Regulations	Yes

Cover Name	Opted or Not	Sum Insured
Floater Add-on	NO	0

b) Add-on Covers:

(i)

Cover Name	Opted or Not	Sum Insured
Declaration Add-on	NO	0

(ii)

Sl. No.	Add-on Covers	SI/Maximum limit of Indemnity	Availed/Not Availed
1	Expenses for loss minimization / loss prevention	5% of claim amount maximum up to ₹ 25 lakh	Not Availed
2	Hire Purchase or Lease Agreements / Properties under Consignment, Care, Custody and Control	5% of Sum Insured maximum up to ₹ 25 lakh	Not Availed



3	Inadvertent Omission	Maximum up to 5% of Sum Insured of Building, Machinery and FFF (except stocks)	Not Availed
4	Contamination and co-mingling of stocks of oil and chemicals only	Maximum up to 5% of Sum Insured of stock	Not Availed
5	Expediting expense	Maximum up to 5% of claim amount & maximum up to 25 lakhs	Not Availed
6	Escalation Cover	Selected % of SI not exceeding 25% of SI excl. SI of Stocks	Not Availed
7	Leakage and Overflow of Oils and Chemicals only	Upto 1% of Stocks SI AQA and ₹ 10 Lacs in aggregate	Not Availed
8	Claims Preparation Cost	5% of claim amount max. ₹ 5 Lacs	Not Availed
9	Involuntary Betterment	5% of claim amount max. ₹ 10 Lacs	Not Availed
10	Deterioration of Stocks in Cold Storage Premises	Specified Slupto Max. ₹ 25 Lacs	Not Availed
11A	Spoilage Material Damage Cover for	Stocks in simplified blocks	Not Availed
11B	Spoilage Material Damage Cover for	Machinery, Containers and Equipments in specified blocks	Not Availed
12	Loss of Rent	On Specified SI. Cover is limited to max. of 6 Months	Not Availed
13	Immediate Repair	Specified Slupto Max. of ₹ 5 Lacs	Not Availed
14	Brands and Trademark clause	Specified SI upto Max. of ₹ 10 Lacs	Not Availed
15	Impact damage due to Insureds own Rail/Road vehicle	Policy SI	Not Availed

#### 8. Sum Insured Summary :

Sl. No.	Asset Description	Sum Insured (₹)
1.	Building including plinth, Basement and additional structures	0
2.	Furniture & Fixtures, Fittings and other equipment	17,42,511
3.	Plant & Machinery Sum Insured	5,00,000
4.	Other Contents Sum Insured	0
5.	Raw Material Sum Insured	0
6.	Stocks in process Sum Insured	0
7.	Finished Stock Sum Insured	0
8.	Stocks Held in Trust Sum Insured	0
	<b>Total Sum Insured</b>	<b>2,242,511</b>

#### 9. Terrorism/EQ/STFI :

Terrorism Covered	: NO	Earthquake Covered	: Yes	STFI Covered	: Yes
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#### 10. Hypothecation Details :

Sl.No.	Name of the Financiers
1	NOT OPTED

#### 11. Coinsurance Details :

Sl.No.	Coinsurance Type	Company	Office Code	% Share	Premium Share
1	NOT OPTED				

#### 12. Subjectivities :

The insurance under this policy is subject to

Special Conditions				Warranty Title	Wordings
Warranty Number	Section Code	Occupancy Code			



<b>Clauses / In-built Covers</b>	:	(1) Terrorism Clause (2) Additions, alterations, or extensions: Property that are erected, acquired, or added during the Policy Period is covered upto 15% of the Sum Insured for that item (excluding stocks) (3) Temporary removal of stocks: Loss to stock temporarily removed to other premises for fabrication, processing or finishing upto 10% of value. (4) Cover for Specific Contents: Cover for Money upto ₹50,000 ( Rupees Fifty Thousand) during the policy period, cover for documents such as deeds, manuscripts, business books, plans, drawings, securities etc. upto ₹50,000 (Rupees Fifty Thousand) during the policy period, cover for computer programmes, information and data upto ₹5 Lakh (Rupees Five Lakh) during the policy period and cover for personal effects of employees, Directors and visitors upto ₹15,000 (Rupees Fifteen Thousand) per person for a maximum of 20 persons during the policy period. (5) Start-Up Expenses: Start-up cost incurred consequent upon a loss or damage due to insured events upto ₹ 5 Lakhs (Rupees Five Lakh). (6) Professional fees: Reasonable fees of architects, surveyors and consulting engineers upto 5 % of the claim amount. (7) Cost for Removal of debris: Reasonable expenses for removal of debris upto 2 % of the claim amount. (8) Costs compelled by Municipal Regulations: Additional cost of reconstruction of property incurred solely for complying with municipal regulations
<b>Special Exclusion</b>	:	NA
<b>Risk Covered</b>	:	As per Risk covered attached
<b>Fire Products-Exclusions</b>	:	As per Exclusions attached

**13. A) Compulsory Deductible:**  
₹ 5000/- for each claim

**14. Premium Details :**

Premium Head		Premium Amount (₹)
Net Premium under the policy	:	1,447
GST	:	260
Total premium including GST	:	1,707
Total premium including GST(In words)	:	RUPEES ONE THOUSAND SEVEN HUNDRED SEVEN ONLY

Premium and GST Details		
	Rate of Tax	Amount in INR
Premium		₹ 1,447
SGST	0	0
CGST	0	0
IGST	18	260

In witness whereof the undersigned being duly authorized by the Insurers and on behalf of the Insurers has (have) hereunder set his (their) hand(s) on this 08th day of May, 2025.

For and on behalf of  
The New India Assurance Company Limited

Date of Issue: 08/05/2025



Duly Constituted Attorney(s)

We hereby declare that though our aggregate turnover in any preceding financial year from 2017-18 onwards is more than the aggregate turnover notified under sub-rule (4) of rule 48, we are not required to prepare an invoice in terms of the provisions of the said sub-rule.

Tax Invoice No : 54080225P0000105

<b>IRDA Registration Number: 190</b> <b>NIA PAN NUMBER: AAACN4165C</b>
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**POLICY SCHEDULE FOR BURGLARY (Single Location) INSURANCE**

**UIN NUMBER - IRDAN190P0098100001**

<b>Insured's Name</b>	: THE STATE TRADING CORPORATION OF INDIA LIMITED		
<b>Insureds Details</b>		<b>Issuing Office Details</b>	
<b>Customer ID</b>	: POC2389171	<b>Office Code</b>	: BO-540802 (540802)
<b>Address</b>	: BHARATPUR HOUSE , CIVIL LINES, MG ROAD, AGRA, UTTAR PRADESH-282002 AGRA ,UTTAR PRADESH, 282002	<b>Address</b>	: KHAGAUL ROAD, SAGUNA MORE, DANAPUR, PATNA ,801503
<b>Phone No</b>	: XXXXXX6745	<b>Phone No</b>	: 06115227640
<b>E-mail/Fax</b>	: mehul@salasarservices.com, /	<b>E-mail/Fax</b>	: nia.540802@newindia.co.in /
<b>PAN No</b>	:	<b>S.Tax Regn. No</b>	: AAACN4165CST178
<b>GSTIN/UIN</b>	: NA / NA	<b>GSTIN</b>	: 10AAACN4165C3Z4
		<b>SAC</b>	: 997139 (Other non-life insurance services excl RI)

<b>Policy Details</b>			
<b>Policy Number</b>	: 54080246250100000006	<b>Business Source Code</b>	
<b>Period of Insurance</b>	: From: 07/05/2025 12:00:01 AM To: 06/05/2026 11:59:59 PM	<b>Dev.Off. level/Broker/Corp. Agent/Web Aggregator/CPSC User</b>	: Salasar Services Insurance Brokers Private Ltd., - (2D6852159) M/S Salasar Service(Insurance Brokers) Pvt. Ltd. - (SI00262296),
<b>Date of Proposal</b>	: 07-May-25	<b>Agent/Bancassurance/S pecified Person</b>	:
<b>Prev. Policy no.</b>	:	<b>Phone No</b>	: 8584869573 / NA
<b>Client Type</b>	: Corporate	<b>E-mail/Fax</b>	: payment@salasarservices.com, / /

<b>Premium(₹)</b>	<b>GST(₹)</b>	<b>Total(₹)</b>	<b>Total (₹ in words)</b>	<b>Receipt No. &amp; Date</b>
252	45	297	RUPEES TWO HUNDRED NINETY-SEVEN ONLY	540802812500000009 4 - 08/05/25
<b>Location Details</b>	: Bharatpur House , Civil Lines, MG ROAD, AGRA, Uttar Pradesh-282002			

<b>First Loss Percentage</b>	: NA
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**Details of assets covered under the Policy**

<b>Stocks in Trade</b>		
Sl. No.	STOCK DETAILS	Sum Insured
1	Plant & Machinery & Accessorie-Lab Testing equipment/Machinery	500000
2	Furniture, Fixture, computers and office equipments	1742511

<b>Goods held in Trust / Commision</b>		
Sl. No.	GOODS HELD DETAILS	Sum Insured
1	NA	0

<b>Furniture / Fixture / Fittings</b>		
Sl. No.	FURNITURE/FIXTURE/FITTINGS DETAILS	Sum Insured
1	NA	0

<b>Office Equipments</b>		
Sl. No.	OFFICE EQUIPMENT DETAILS	Sum Insured
1	NA	0

<b>Coins / Currency notes</b>		
Sl. No.	COINS/CURRENCY/CURIOS DETAILS	Sum Insured
1	NA	0

<b>Description of other item</b>
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Policy No. : 54080246250100000006 Document generated by 36094 at 08/05/2025 13:22:49 Hours.

Regd. & Head Office: New India Assurance Bldg., 87 M.G. Road, Fort, Mumbai - 400 001. TOLL FREE No. 1 800 209 1415.

For redressal of your grievance, if any, you may approach any one of the following offices- 1. Policy issuing office 2. Regional office 3. Head office. In case, you are not satisfied with our own grievance redressal mechanism; you may also approach Insurance Ombudsman. For details of our office addresses and addresses of office of Insurance Ombudsman, please visit our website <http://newindia.co.in>.



Sl. No.	OTHER ITEM DETAILS	Sum Insured
1	NA	0
Add on Covers		Sum Insured (₹)
Other Extension		NOT OPTED
Theft Extension		NOT OPTED
Terrorism		NOT OPTED
Special Conditions		: DEDUCTIBLE OF 5% OF si SUBJECT TO A MIN OF 2500
Excess		: 0

This Policy shall subject to BURGLARY policy clauses attached herewith.

**Premium and GST Details**

	Rate of Tax	Amount in INR
Premium		₹ 252
SGST	0	0
CGST	0	0
IGST	18	45

In witness whereof the undersigned being duly authorised by the Insurers and on behalf of the Insurers has (have) hereunder set his (their) hand(s) on this 08th day of May,2025.

For and on behalf of  
The New India Assurance Company Limited

Date of Issue: 08/05/2025

Duly Constituted Attorney(s)

Mudrank \_\_\_\_\_ Dt. \_\_\_\_\_ consolidated Stamp Fees Paid by Pay Order Number \_\_\_\_\_ vide receipt number \_\_\_\_\_ dt. \_\_\_\_\_. Stamp Duty under the Policy is ₹1/-.

We hereby declare that though our aggregate turnover in any preceding financial year from 2017-18 onwards is more than the aggregate turnover notified under sub-rule (4) of rule 48, we are not required to prepare an invoice in terms of the provisions of the said sub-rule.

Tax Invoice No : 54080225P0000106

<p><b>IRDA Registration Number: 190</b> <b>NIA PAN NUMBER: AAACN4165C</b></p>
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