

	THE STATE TRADING CORPORATION OF INDIA LIMITED (A Government of India Enterprise) Representative Office: STC TRADE CENTRE, A-29, Tiru-VI-Ka, Industrial Estate Guindy -600032 CIN L74899 DL 1956 GOI 002674 Phone +044-2250 2698/2981 4982 Web Site : www.stc.gov.in
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SUB: LIMITED E- TENDER TO INVITE QUOTATIONS FROM EMPANELLED CONSULTANT OF STC FOR THE RENEWAL OF INSURANCE POLICY FOR ASSETS AT STC CHENNAI REPRESENTATIVE OFFICE FLATS INCLUDING BURGLARY WITH THEFT AND RSMD,STFI, FIRE FOR FURTHER PERIOD OF ONE YEAR.

1. STC INVITES QUOTATION FROM STC'S EMPANELLED CONSULTANT, FOR CHENNAI REPRESENTATIVE OFFICE FLATS ABOVE REFERRED TENDER FOR RENEWAL OF ABOVE CITED POLICY FOR FURTHER PERIOD OF ONE YEAR AS PER DETAILS MENTIONED IN ANNEXURE – I ENCLOSED HERewith.

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

The bids may be uploaded online latest by 15:00 HRS(IST) on 14.07.2025, and will be opened at 15:30 HRS (IST) on 14.07.2025

All details regarding the subject NIT are available on websites: stclimited.co.in and 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.

2. Instructions for filling the e-bid

- a) Bids are invited via limited e-bid process for the renewal of insurance policy for assets at CHENNAI representative office flats including burglary with theft and RSMD,STFI, Fire 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.

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

- a) It should be registered with and licensed by IRDA.
- b) The quote should be submitted by the Chennai office of the Insurance Companies.
- c) The Insurance companies quotes should be accompanied by an authorization letter signed by Regional/Divisional officers authorized to submit offers.
- d) As far as excess is concerned, it should be as per Tariff.
- e) 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.
- f) The insurance claim, if any, would also be settled within 15 days after submission of all documents by STC to Insurance Company.

g) 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.

4. General

YOU MAY QUOTE THE MOST COMPETITIVE OFFER FROM GOVT. INSURANCE COMPANIES, THROUGH STC'S EMPANNELED CONSULTANT FOR CHENNAI REPRESENTATIVE OFFICE FLATS FOR THE RENEWAL OF INSURANCE FOR PERIOD OF ONE YEAR AS DETAILED IN QUOTATION SLIPS. IN ADDITION, PLEASE NOTE THAT THE SUM INSURED IS BASED ON RIV VALUE AND 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.

ANNEXURE-I**QUOTATION SLIP****COMPACT INSURANCE POLICY FOR THE STC TRADE CENTRE REPRESENTATIVE OFFICE, CHENNAI**

1.	Insured	The State Trading Corporation of India Limited.														
2.	Address of the Insured	THE STATE TRADING CORPORATION OF INDIA LIMITED, STC TRADE CENTRE, A-29, THIRU-VI-KA INDUSTRIAL ESTATE GUINDY 600032														
3.	Nature of business activity	A premier International Trading House under Ministry of Commerce and Industry, Government of India.														
4.	Locations to be covered	THE STATE TRADING CORPORATION OF INDIA LIMITED, PARSN TOWERS, 'A' BLOCK, 54, PANTHEON ROAD, EGMORE, CHENNAI, TAMIL NADU, 600008														
5.	Period of Insurance	22/07/2025 to 21/07/2026														
6.	Subject Matter to be covered	Burglary with Theft and RSMD, Fire														
7.	Type of Policy	Burglary with Theft and RSMD, Fire														
8.	Sum Insured(Rs.)	<table><tr><th>Particulars</th><th>Amount in</th></tr><tr><td>Rs for Sum Insured</td><td></td></tr><tr><td>Residential Flat A/2/3</td><td>₹52,56,000</td></tr><tr><td>Residential Flat A/8/3</td><td>₹84,50,000</td></tr><tr><td>Garage</td><td>₹2,00,000</td></tr><tr><td>Furniture & Fixture</td><td>₹41,259</td></tr><tr><td>Total Sum Insured</td><td>₹ 1,39,47,259</td></tr></table>	Particulars	Amount in	Rs for Sum Insured		Residential Flat A/2/3	₹52,56,000	Residential Flat A/8/3	₹84,50,000	Garage	₹2,00,000	Furniture & Fixture	₹41,259	Total Sum Insured	₹ 1,39,47,259
Particulars	Amount in															
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Residential Flat A/2/3	₹52,56,000															
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Garage	₹2,00,000															
Furniture & Fixture	₹41,259															
Total Sum Insured	₹ 1,39,47,259															
9	Claim experience	Nil														
10.	Excess per Event	Minimum Excess as per Tariff														
11.	Claim Settlement Procedure	AS PER IRDA GUIDELINES.														

ANNEXURE –II

PRICE BID

boqchfnflats [Compatibility Mode] - Microsoft Excel (Product Activation Failed)

File Home Insert Page Layout Formulas Data Review View

Spelling Research Thesaurus Translate New Comment Delete Previous Next Show/Hide Comment Show All Comments Show Link Unprotect Sheet Protect Workbook Share Workbook Track Changes

M14

Item Rate BoQ

Tender Inviting Authority: The State Trading Corporation of India Limited

Name of Work: LIMITED E- TENDER TO INVITE QUOTATIONS FROM EMPANELLED CONSULTANT OF STC FOR THE RENEWAL OF INSURANCE POLICY FOR ASSETS AT STC CHENNAI REPRESENTATIVE OFFICE

FLATS INCLUDING BURGLARY WITH THEFT AND RSMO, FIRE FOR FURTHER PERIOD OF ONE YEAR.

Contract No: REF NO. STC/CHN/INS/F4013/2025-26

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	NUMBER	TEXT	NUMBER	TEXT
Sl. No.	Item Description	Quantity	Units	BASIC RATE (with GST) In Figures To be entered by the Bidder P	TOTAL AMOUNT WITH GST	TOTAL AMOUNT In Words	
1	BUILDING AND ALL ASSETS OF 2 FLATS LOCATED AT PARSN TOWERS, 'A' BLOCK, 54, PANTHEON ROAD, EGMORE, CHENNAI, TAMIL NADU, 600008-SUM INSURED OF EACH	1000	Nos		0.00	INR Zero Only	
101	Residential Flat A/2/23 ₹52,56,000 Residential Flat A/8/2 ₹24,50,000 Garage ₹2,00,000 Furniture & Fixture ₹41,259 Total Sum Insured ₹ 1,39,47,259						
Total in Figures					0.00	INR Zero Only	
Quoted Rate in Words							

Rate Entry
Please enter
Basic Rate in
Rupees for this
item.

BoQ1

Ready

Activate Windows
Go to Settings to activate Windows.

60%

10:14 AM
02/07/2025

Rain coming

Price Bid must be uploaded separately in the Price Bid section only, in BOQ Format.

BANK DETAILS

• Amount to be remitted	
• Amount in word	
• Beneficiary A/c No.	
• Name of Beneficiary	
• Beneficiary Bank's IFSC Code	
• Beneficiary Bank's Name and Address	
• MICR CODE	

Signature

Name of the Authorized Signatory of Insurance Company

Affix Stamp/Seal

The prices should be quoted strictly as per coverage, terms and conditions, excess etc. as defined in quotations slips. Amount in words shall prevail in case of difference of amount between figures and words.

THE UNCONDITIONAL COMPLIANCE WITH THE ABOVE WOULD BE A PREREQUISITE FOR OPENING OF PRICE BID. SUBJECTIVE/PART COMPLIANCE WILL NOT BE ENTERTAINED WHICH MUST PLEASE BE ENSURED.