



UNIVERSITY OF KASHMIR, SRINAGAR

NAAC Accredited Grade "A +"

University Campus, Hazratbal, Srinagar, Kashmir.

E-tender Notice

Fresh e-Tenders are invited from General Insurance Companies approved by & having solvency margin as per Insurance Regulatory Development Authority of India (IRDA), for extending insurance cover to various buildings along with allied infrastructure viz Machinery/ equipments/ furniture/ fixture/ Books etc. at various campuses of University of Kashmir in District Srinagar, Baramulla, Anantnag, Kupwara and Jammu as per the Standard Fire and Special Perils Policy to cover risks like, Fire, lightning, explosion, RSMD, STFI, Earthquake, Terrorism etc. for Class-A (concrete or PEB) & B (wooden) structures. **No subsidiary/ agent are eligible.**

The detailed e-tender notice is available on the Kashmir University website www.kashmiruniversity.net. The e-tender can be submitted online via www.jktenders.gov.in.

Key Dates:

1.	Date of publishing of e-Tender	30-12-2024
2.	Bid submission start date	30-12-2024
3.	Bid submission end date	21-01-2025 (2:00 p.m.)
4.	Date & Time of opening of bids (online)	21-01-2025 (3:00 p.m.)

Terms and Conditions:

1. The insurance company must have operational Branch Office in Kashmir Valley with whom further correspondence will be made.
2. **The Insurance Company shall ensure that e-tenders are submitted through local Branch office only; Submission of e-tenders through more than one Branch/ Unit of same Company shall be summarily rejected;**
3. The contract will be initially for a period of one (01) year and can be renewed for a period of two years in spells of one year each, subject to satisfactory performance of Insurance Company and the discretion of the University. Further, the issuance of New/ Renewal Insurance policy shall be during the contract period only, however, all the policies shall remain in force till their actual validity.
4. All the buildings are within the Campuses of the University located at Srinagar (Main Campus, Naseembagh, Mirzabagh & Zukura Campus), North Campus Baramulla, South Campus Anantnag, Kupwara Campus and Bathindi Jammu.
5. The buildings/ assests to be insured will be communicated to the successful bidder as and when required during the contract period.
6. The bidder/ agency shall fill up details in compliance sheet given in Annexure-A and upload a scanned copy of the same on the e-tender portal.
7. Bidders shall deposit **EMD of Rs. 50000/- (Refundable) and tender fee of Rs.1000/- (non-refundable)** in the below mentioned bank account of the University of Kashmir and submit **e-transfer receipt** in office of the undersigned, before the cut-off time, while as scanned copy of the same be uploaded on the e-tender portal along with other documents:

- a) **Account No:** 0007040500001009
b) **Account Title:**
c) **Bank:** Jammu and Kashmir Bank Ltd.
d) **Branch:** Nandpora, Hazratbal
e) **IFSC Code:** JAKA0NASEEM
8. The value of buildings along with its allied infrastructure like books/ furniture/ fixture/ machinery/ equipment etc. to be covered under one particular policy shall be between Rs.1.00 lakh to Rs.50.00 Crore.
9. **The Annual premium offers inclusive of all charges except GST shall be submitted in Rupees Per Lakh Sum Insured. However, applicable GST shall be over and above the premium.**
10. The tenderer must have copies of latest GST clearance certificate and other documents uploaded in PDF format.
11. The participant bidders shall have to mandatorily quote Annual Premium (for per Lakh Sum Insured) for each category of the item and the award of Contract shall be granted to the firm quoting lowest premium calculated on total of all the categories. Moreover, the bidder/s failing to quote for any of the categories shall be declared ineligible/ disqualified without notice.
12. The e-tender incomplete in any respect shall be rejected without notice.
13. Tender submitted in offline mode will not be accepted/ considered.
14. The University of Kashmir, Srinagar reserves the right to cancel any/ all the tender(s) at any time/ stage or relax/ amend/ withdraw any of the terms and conditions contained in the Tender Documents without assigning any reason thereof. Any query, after submission of the bid by the Company/ Firm, shall not be entertained.

**Assistant Registrar
(Estates)**

**No. F(Tender Insurance)Est/KU/24
Dated: 27-12-2024**

Copy to:

1. *Spl. Secretary to Vic-Chancellor for information of Vice-Chancellor;*
2. *Media Advisor, for wide publication in atleast two leading local dailies;*
3. *P.A to Registrar for information of Registrar;*
4. *I/c Website for uploading on University website and*
5. *File.*

Annexure-'A' Compliance Sheet

1. Name of Insurance Company	(Please attach brief profile of company one page only)
2. Address of Head Office with contact number and e-mail (ID) of contact person	
3. Address of Branch Office/ Extension counter in Kashmir Valley with contact number and e-mail ID of contact person	
4. IRDAI Registration No.	
5. IRDAI Registration valid upto (date)	
6. Solvency Margin	_____ <i>Certified that the solvency Margin is as per IRDAI (copy of certificate uploaded)</i>
7. GST No.	_____ <i>(copy of GST Clearance certificate uploaded)</i>
8. PAN No.	_____ <i>(Scan copy uploaded)</i>
9. Annual Turnover of the Insurance Company for the financial year.	2020-21: Rs. _____ Crores 2021-22: Rs. _____ Crores 2022-23: Rs. _____ Crores 2023-24: Rs. _____ Crores
10. Tender Fee of Rs.1000/- favouring Registrar, University of Kashmir (non-refundable)	e-transfer No. _____ Dated: _____ (Scanned copy to be uploaded and original to be submitted in Estates Section)
11. EMD of Rs. 50000/- favouring the Registrar, University of Kashmir (Refundable)	(Scan copy to be uploaded and original to be submitted in Estates Section)

Certificate:

A. Certified that the above contents are true and correct to the best of my knowledge

B. I further certify as under:

- a. I have been authorised by the company to submit tenders;
- b. The company shall ensure coverage of risks as per Standard Fire and Perils Policy like Fire, Lightening, explosion, RSMD, STFI, Earthquake, Terrorism etc. as already notified in the tender notice and any other risks to be covered mandatorily as per IRDAI guidelines;
- c. The Company is not blacklisted by IRDAI or any other Govt, Department;
- d. The Company shall ensure availability of all mandatory registrations as per IRDAI guidelines;
- e. The solvency ratio/ margin is as per IRDAI norms;
- f. The Company shall ensure all guidelines of IRDAI are followed in letter and spirit;
- g. The Company will ensure hassle free and time bound settlement of claims;
- h. The buildings/ assets will be insured based on the costs/ values furnished by the University, **however, a preliminary evaluation/ examination can be done by the Insurance Agency in its own interest;**
- i. The above terms/ certifications bear the approval/ acceptance of the insurance company;
- j. In case of backtrack by the company, the University reserves the right of taking action against the company, under rules;
- k. I have read the terms and conditions mentioned in the tender document and fully understand the same.

**Signature of Company
Authorised Person**

Name: _____

Designation: _____

Cell No: _____