



## THE SINGARENI COLLIERIES COMPANY LIMITED

(A Government Company)

Head Office: Kothagudem Collieries – 507 101

CIN: U10102TG1920SGC000571

Corporate Finance & Accounts Department  
P.O. Kothagudem Collieries – 507101  
Bhadrachalam Road Rly. Stn. (S.C.Rly)  
Bhadradri Kothagudem District (T.S.)

GM(F&A): 08744 - 242452  
Fax: 08744-243613  
e-mail: fad\_crp@scclmines.com  
Website: www.scclmines.com

Ref: CRP/FAD/GA/2024-25/

Date: 28.02.2025

### **NOTICE INVITING TENDER**

SCCL is inviting sealed tender for issue of various insurance policies on expiry of existing insurance policies for the year 2025-26 from Insurance companies registered under IRDA. Rates are to be quoted by the tenderers for each policy separately in the format prescribed in the tender schedule.

Quotations are required to be submitted in **SEALED COVERS** on or before **17.03.2025** by **12.00 Noon** at the O/o. **GENERAL MANAGER (F&A)** at SCCL Head office, Kothagudem. Offers received after the scheduled date & time will not be accepted. Offers will be opened in the Chamber of GENERAL MANAGER (F&A), The S. C. Co. Ltd., at Kothagudem on the **same day at 3.00PM.**

The terms and conditions of NIT are as follows:

(A) Eligibility criteria:

- (i) IRDA registered insurance Companies are only eligible to participate in the bid and IRDA registration certificate is to be enclosed along with the bid.

(B) Commercial terms and conditions:

- (i) Rates should be quoted on all-inclusive basis and net of discounts but excluding GST. GST rate to be shown separately.
- (ii) Rates to be quoted by the tenderers shall be firm for the total contract period.

(C) General terms and conditions:

- (i) Tenderers are required to keep their offer valid for 60 days from the date of submission of their bid.
- (ii) Conditional bids will not be accepted/ considered for evaluation.
- (iii) Unit of measurement (UoM) for each policy should be as per NIT and rates are to be quoted by the bidders accordingly.
- (iv) In case SCCL requires any clarification/ documents/ information will be sought under shortfall for maximum of two times and if no reply is received their bids will not be considered for evaluation for that specific policy(s).

- (v) In case of ambiguity of any terms and conditions etc., the interpretation of SCCL will be final.
- (vi) SCCL reserves the right –
  - (a) to accept or reject the bids partially or in full, without assigning any reasons therefor.
  - (b) to insure all or any of the policies listed in the tender without assigning any reasons therefor.
  - (c) to award one or more policies to more than one insurance companies also without assigning any reasons therefor.
- (vii) A representative's cell no, mail id and address is to be furnished for making correspondence with Insurance company.

(D) Evaluation criteria:

- (i) Bids of tenderers who meet the eligible criteria will only be evaluated.
- (ii) Evaluation of bids will be made for each policy separately and will be awarded to L1 bidders.
- (iii) If quoted rates for a policy are equal, negotiations will be made in person or through mails and policy will be awarded to L1 firm.
- (iv) If even after negotiations, the quoted prices for a policy are equal, successful firm will be decided on lottery basis.
- (v) At the time of opening the tender, an authorised representative may be deputed, along with authorisation letter, to attend negotiations, if necessary.

(E) Payment terms and settle of claims, etc:

- (i) Payment of premium for policies mentioned except at Sl no 2,4,7 & 8 of tender schedule, to the awarded Insurance Company will be made on receipt of estimation before 7 days of the expiry of existing policy.
- (ii) Payment of premium for policies mentioned at Sl no 2,4,7 & 8 of tender schedule, to the awarded Insurance Company will be as under:
  - (a) Initially advance will be paid as per the requisition to the awarded insurance company.
  - (b) Further advances will be paid on exhaust of earlier advance amount.
  - (c) At the end of the contract period, the insurance company should pay back the balance advance amount to SCCL.
  - (d) Monthly statement of account is to be furnished to SCCL in the given format for regularisation of advance amounts.
- (iii) The Insurance company should submit the GST invoice within 7 days for the premium paid on estimation for regularisation.
- (iv) The claims preferred against the policies by the SCCL, the Insurance Company should be settled as follows:
  - a) 75% of the claim amount to be settled within 30 days from the date of lodging the claim, and
  - b) Balance payment to be settled after completion of all required formalities.

**General Manager (F&A).**



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### **Tender Schedule**

The premium is to be quoted in respect of following policies separately per given unit of measurement on all-inclusive basis but net of discounts and excluding GST. Applicable % rate of GST is to be mentioned.

SI no	Insurance Policy	Coverage	Unit of measurement	Quoted rate (Rs) or Percentage	% of GST
1.	Group Personal accident insurance for executives covering death, partial disability and permanent total disability. (No. of persons <b>2170</b> approximately).	Death, Permanent Partial Disability, Permanent Total Disability.	Per mille of Total Sum insured	Rate: (a) For employees who are working in Underground = _____  (b) For employees who are working in Surface = _____	
2.	Marine Transit Insurance open policy (inland Insurance).	Transit Coverage under ITC – A with SRCC & RSMD.	Per thousand rupees of consignment value		
3.	For DGPS Survey Equipment.	Transit Coverage under ITC – A with SRCC & RSMD.	Per thousand rupees of Insured value		
4.	Marine open policy or FOB imports from various countries for all risks including WAR & SRCC, Fragile and non-fragile items from the port of loading to the port of discharge and thereafter up to respective inland destinations.	Transit Coverage under ITC – A with SRCC & RSMD.	Per thousand rupees of consignment value		

Sl no	Insurance Policy	Coverage	Unit of measurement	Quoted rate (Rs) or Percentage	% of GST
5	Cash-in-transit Insurance (including terrorism risk) at various areas of the S.C.Co.Ltd., Rate of Premium for cash-in-transit per each occasion during SCCL working days	(a) Cash in Transit: (b) Per transaction limit: (c) Per Safe limit:	Rate per thousand rupees.	(a) Rate: _____ (b) Rate: _____ (c) Rate: _____	
6	Burglary insurance for cash-in-safes located at various offices of all Areas of the S.C.Co.Ltd.	Burglary Insurance.	Rate per thousand rupees.		
7	Motor Vehicle Insurance:  a) Under third party risk          b) Under Comprehensive Policy.	a) Two Wheeler. b) Private Cars c) Goods carrying vehicle (Upto 7500 GVW) d) Goods carrying vehicle (7501 TO 20000 GVW) e) Goods carrying vehicle (20001 TO 34000 GVW) f) Goods carrying vehicle (Above 34000 GVW) g) PCCV  a) Two Wheeler. b) Private Cars c) Goods carrying vehicle (Upto 7500 GVW	% of discount on IRDAI Motor tariff.          % of discount on IRDAI Motor tariff		

Sl no	Insurance Policy	Coverage	Unit of measurement	Quoted rate (Rs) or Percentage	% of GST
		d) Goods carrying vehicle (7501 TO 20000 GVW) e) Goods carrying vehicle (20001 TO 34000 GVW) f) Goods carrying vehicle (Above 34000 GVW) g) PCCV			
8	Exploration P&M like drill rigs, hydrostatic drills and BEML front-end-wheel loader etc., under miscellaneous vehicle "B" policy.	To cover all risks excluding floods and earthquakes. But including endorsement No. 26 of IMT, covering tyres, mud-guards, head lights and paintings etc.	% of discount on IRDAI Motor tariff		
9	Fidelity guarantee floater policy.	Fidelity guarantee floater policy	a) Rate per thousand rupees b) Per capita		
10	For New Head Office Building	As per Standard Fire and Special Perils Policy	Rate per thousand of insured value.		
11	GPA Policy for Active Rescue Trained persons for a sum assured of Rs.5 lakhs per employee for a period of one year (No. of persons <b>450</b> approximately). (* Please refer foot note)	Death, Permanent Partial Disability, Permanent Total Disability	Per mille of Total Sum insured		

<b>Sl no</b>	<b>Insurance Policy</b>	<b>Coverage</b>	<b>Unit of measurement</b>	<b>Quoted rate (Rs) or Percentage</b>	<b>% of GST</b>
12	Public Liability Insurance for handling of inflammable liquids like Petrol, Diesel, Other Lubricants, high pressured Gasses accessories hazardous substance like explosives, its collection transportation, storage locations and SMS Plants at RG-III & MNG under PLI Act, 1991	As per Public Liability Act Policy	% of Rate for overall limit opted.		

\* Foot note to Sl no 11 : The risk coverage & nature of the jobs of Active Rescue Trained personnel are given below:

- All Rescue Trained personnel will work in Under Ground/Opencast Mines and other Surface Departments of SCCL.
- Active rescue Trained Personnel of SCCL will attend Emergency Rescue Operations in Under Ground Mines/Opencast Mines of SCCL and outside SCCL areas during emergencies i.e. Building collapses, Thermal Power Stations, Village fire Accidents, Floods, etc.
- Insurance coverage should be for:
  - Death
  - Loss of Limbs
  - Permanent total disablement.
  - Permanent Partial disablement.
During,
  - Emergency rescue operations.
  - Training Session
  - Competitions within & outside India

**Declaration: The above rates are quoted having accepted to all the terms and conditions of the NIT.**

**Signature of the Bidder & Stamp.**

**Date:**

Encl: IRDA registration certificate and other documents, if any.