



Jharkhand State Beverages Corporation Limited

(A Jharkhand Govt. Undertaking)

CIN :- U51228JH2010SGC014519

Ground Floor, Utpad Bhawan, Kanke Raod, Ranchi

E-mail :- jsbcl.jharkhand@gmail.com



BID DOCUMENT

E-EXPRESSION OF INTEREST FOR PROCUREMENT OF GENERAL INSURANCE AGENCY

E-T. No.: JSBCL/EXPRESSION OF INTEREST/2022-23/ 01

Dated: 01-04-2022

<u>Important dates</u>			
S.N.	Particulars	Date	Time
1	Date of Uploading of EOI document on website.	01/04/2022	
2	Starting Date for submission of E-EOI	02/04/2022	
3	Last date/closing date for submission of E-EOI	16/04/2022	04:00 P.M.
4	Last date for submission of document (Hard copy) in the JSBCL office.	16/04/2022	06:00 P.M.
5	Online opening of Technical Bid.	18/04/2022	11:00 A.M.

Tender can be downloaded from <https://jharkhandtenders.gov.in> & <http://jsbcl.in>.

NAME & ADDRESS OF Tenderer:

AK
01/04/2022
Managing Director,

Jharkhand State Beverages Corporation Limited

Utpad Bhawan, Ground Floor

Near-Naveen Police Kendra

Kanke Road Ranchi-834008

**E-EXPRESSION OF INTEREST FOR PROCUREMENT OF GENERAL INSURANCE
AGENCY**

NOTICE INVITING EXPRESSION OF INTEREST

T. No.: JSBCL/EXPRESSION OF INTEREST/2022-23/ 01

Dated: - 01-04-2022

E- expression of interest are invited for procurement of general insurance agency for retail vending shops of JSBCL in the state of Jharkhand by two bid system (Technical & Financial Bid) through e-tender process.

The main purpose of this Expression Of Interest document is to invite competitive bids from the eligible bidders to quote for General Insurance Policies.

JSBCL is a Public-Sector corporation under the Jharkhand Excise Department dealing with the retail sale of all kinds of liquor/beer/wine to the consumers in Jharkhand. Keeping in view the nature of business of the Corporation, the following General insurance policies are generally taken by the Corporation for safeguarding its insurable interests: -

1. Fire Floater declaration Policy (Allied Perils Including STFI, Terrorism, And Earthquake) of Stock
2. Standard Fire (Allied Perils Including STFI, Terrorism, And Earthquake) of Asset
3. Burglary insurance of Assets and Stock
4. Cash insurance (Cash in safe)

Details of the expected sum to be insured for various assets of the Corporation against each policy will be given in the enclosed Annexures. The EXPRESSION OF INTEREST received after the due date and stipulated time due to any reason whatsoever including postal delay will not be considered. The Managing Director, JSBCL, Ranchi, Jharkhand reserves the right to accept or reject any or all EXPRESSION OF INTEREST without assigning any reason.

The Expression Of Interest document can be downloaded from <https://jharkhandtenders.gov.in> & JSBCL website <http://www.jsbcl.in/>

E-EXPRESSION OF INTEREST FOR PROCUREMENT OF GENERAL INSURANCE AGENCY

BID DETAILS

The Expression Of Interest is for taking insurance policies for Fire (Fire and Allied Perils Including STFI, Terrorism and Earthquake), Burglary insurance of Assets and Stock, and Money in Safe regarding the 1564 shops of JSBCL.

Fire and Burglary Insurance Policies are to cover the stock worth Rs.Approx **78 crores (4000cr/12month/30daysx7days (approx.))** (subject to change during the policy period) at any point of time in JSBCL Shops throughout the State.

The above policies will be for a period of one year from **01-05-2022 to 31.03.2023**

Bidders are required to furnish their offers including all taxes etc., strictly as the prescribed in Financial Proposal. Rates should be firmed and no escalation will be allowed during the currency of contract.

**E-EXPRESSION OF INTEREST FOR PROCUREMENT OF GENERAL INSURANCE
AGENCY**

INSTRUCTIONS TO INSURANCE COMPANIES

1. BACKGROUND

The Jharkhand State Beverages Corporation Limited is a Government of Jharkhand undertaking registered under Company Act-1956. The Jharkhand State Beverages Corporation Limited was established in the year 2010.

As per Retail Policy 2022 JSBCL would be in the role of Retailers within the state of Jharkhand vide Notification Number 648 Dated 31-03-2022.

2. SCOPE OF WORK

The insurance company shall submit terms as per the Notice of EXPRESSION OF INTEREST and mention the deviations if any. The Insurer will pay to or on behalf of the Insured all Loss resulting from a Claim against the Insured except for and to the extent that the Company has indemnified the Insured. This cover only applies when the Claim is first made and reported to the Insurer during the Policy Period, or Discovery Period if applicable.

3. PROPOSAL

3.1 The Bidder shall ensure to comply with the Tariff / Rules /Regulations /Guidelines & Insurance Policies as filed with IRDAI by the Insurer, which the Insurer shall confirm at the time of submission of the EXPRESSION OF INTEREST.

3.2 Insurance companies may only submit one proposal. If an Insurance company submits or participates in more than one proposal, such proposals shall be disqualified.

4. SUBMISSION OF TENDER

The tender documents should be submitted online through <https://jharkhandtenders.gov.in> and physically at JSBCL HO. The postal address for submitting the tenders is:

**Jharkhand State Beverages Corporation Limited
Utpad Bhawan, Ground Floor
Near-Naveen Police Kendra
Kanke Road Ranchi-834008**

5. AMENDMENT TO THE EXPRESSION OF INTEREST CONDITIONS

5.1 Before the closing of the Expression Of Interest, JSBCL may amend the Expression Of Interest document as per requirements or wherever JSBCL feels that such amendments are absolutely necessary.

5.2 Amendments also may be given in response to the queries by the prospective bidders. Such amendments will be notified in the JSBCL's website.

5.3 JSBCL at its discretion may or may not extend the due date and time for the submission of bids on account of amendments.

5.4 The bidders (i.e. those who had downloaded EXPRESSION OF INTEREST documents) must periodically browse <https://jharkhandtenders.gov.in> & <http://jsbcl.in/> till the closing date of this EXPRESSION OF INTEREST for any amendments or corrigendum issued in connection with this Expression Of Interest.

5.5 JSBCL is not responsible for any misinterpretation of the provisions of this Expression Of Interest document on account of the bidders' failure to update the bid documents based on changes announced through the website. Provided no such changes would be affected within 72 hours prior to the time fixed for the opening of the bid documents.

6. TWO COVER SYSTEM

The Expression Of Interest should be sent in two separate sealed covers. Cover 'A' should contain Technical bid containing the details of their capability to undertake the Expression Of Interest. The cover 'B' should contain the financial bids. Both the covers should be sent together so as to reach this office on or before the due date and time.

The Technical and Financial bids which are not submitted in the prescribed format will be summarily rejected.

A. Technical BIDS

The details of the company's capability to undertake Expression Of Interest, the profile of the company and other particulars as prescribed in Appendix-I should be kept in the Commercial Bid - cover 'A'.

B. Financial BID

The Financial bid should be in the format prescribed in Appendix-II (A), II (B), II(C & D). The Financial bids should be quoted for policies 'Without additional Excess clause'. Bids quoted for policies 'With additional Excess clause' will be summarily rejected.

7. SUPERScription

Both the covers cover 'A' - Technical bid and cover B' - Financial bid should be superscribed as "**Expression Of Interest for procuring Insurance policies**". The cover 'A' (or) cover B' should also be specifically indicated on each of the covers. The covers received without such superscription will be summarily rejected.

8. DETAILS TO BE FURNISHED AND MODE OF PRESENTATION.

8.1 The Expression Of Interest should contain particulars including the name and addresses, the rate of premium amount, Discount offered, GST and such other levies that may be applicable.

- 82 The rates should be kept firm for ninety days from the date of opening of the Expression Of Interest for acceptance. The Expression Of Interest cannot withdraw the offer for a minimum period of ninety days from the date of opening of Expression Of Interest.
- 8.3 The rate should be quoted for each item in the specification and should be indicated clearly both in words and figures. Any scoring or overwriting should be attested by the Expression Of Interest with full signature and seal.
- 8.4 The rate quoted should be firm and should not be subjected to any variation clauses. Conditional offers will be summarily rejected.

9. OPENING OF EXPRESSION OF INTEREST

The cover 'A' received will be opened by the committee at the Corporate Office of JSBCL in the presence of such of those or their representatives who may be present at the time of opening of the Expression Of Interest. The representatives of the firms who are attending the opening of the EXPRESSION OF INTEREST should bring a letter of authority from the firms which they represent to identify their bonafide.

The cover `B' will be opened at a notified date and time in the presence of the Expression Of Interest shortlisted after the evaluation of the covers 'A'.

10. EVALUATION OF BIDS

JSBCL will evaluate the technical Bid & Financial Bid by adopting the criteria given below and will reject the bids of the companies which the committee feels that they are not capable to undertake the Expression Of Interest and the Financial bids of those companies will not be opened.

A. Technical bids (Cover 'A') Appendix – I

ELIGIBILITY CRITERIA

The Insurance Company must meet the following minimum eligibility criteria –

1. The insurance co. must be Public sector Co., registered with IRDA.
2. Registration details (Self- attested copies of all Certificates / Licenses / Permits / Registrations, etc., should be enclosed failing which the application is liable to be rejected outright.)

3. The Bidder has to duly and correctly fill the details as provided in Appendix-I of the Expression Of Interest document and provide relevant documents. Failure or providing incorrect details as mentioned in Appendix-I will lead to rejection of the Bid.
4. PAN NO.
5. GST Registration No.
6. Company CIN No.
7. IRDA Regn. No

B. Financial Bid (Cover `B') Appendix - II

The premium rates may be quoted in the format given in Appendix - II. Financial bids of the short-listed Expression Of Interest (or all bidders if all of them are found eligible) will be opened at a notified date and time. Negotiations will be held only with the lowest quoted bidders.

The L-1 will be selected based on the total premium amount quoted in respect of all the policies.

11. FIRE (FIRE AND ALLIED PERILS INCLUDING STFI, TERRORISM, AND EARTHQUAKE) AND BURGLARY OF STOCK.(Floater Declaration Policy)

11.1 JSBCL proposes to ensure the Liquor and Beer stocks at these 1564 retail shops (approx.), to cover the risks of STFI, Terrorism, Earthquake, and Burglary of stock.

11.2 The details of approximate value of stock in all retail outlets will be given. Increase/Decrease in this amount of total stock will be intimated subsequently based on the total stock actually kept in the shops and the opening of new shops.

11.3 JSBCL will declare the closing stock value of CL/BEER/WINE/IMFL and Scotch whiskey held at the Shops at landed cost as on last working day of the month in the first week of succeeding month. The Fire Policy, JSBCL needs is a Floater Declaration Policy.

11.4 Fixed asset of the corporation amounts to 25 cr. Details and the breakup of the assets will be given. These include Electrical

installations, Furniture, Fixtures & Fittings, electronic equipment, Printers, CCTV cameras, all computer accessories, Solar System. Details of the electronic devices will be provided in the contract after the Expression Of Interest awarded to the insurance company.

11.5 The selected bidders has to issue the Original Policy covering the details within 10 days from the date of receipt of order.

12. MONEY IN SAFE INSURANCE POLICY

12.1 It has also been decided to cover the risk of Money in Safe and Cash against terrorism, SRCC & Burglary i.e. everyday sale proceeds at the JSBCL Retail Shops which will be kept in safe at the retail shops itself. Cash in counter accumulated by way of sale proceeds will be approx. Rs. 5 lakhs.

12.2 The sum insured will be around Rs.5.00 lakhs per Shop in case 1564 shops each.

12.3 The selected bidders have to issue the Original Policy covering the details within 10 days from the date of receipt of order.

13. Burglary Insurance Policy: it will be on First loss basis and stock and assets will be covered upto Rs 5 Lakhs for each case

14. PAYMENT OF PREMIUM AND ITS ADJUSTMENT

14.1 In respect of Fire Insurance (Fire including STFI, Terrorism and Earthquake) (Floater Policy), premium amount for the CL/BEER/WINE/IMFL (Country Liquor, Beer Wine, and Indian Made Foreign Liquor) and Scotch whisky items held at all the JSBCL retail shops throughout the State will be worked out and paid in advance at the beginning of the year in one lump sum.

14.2 The excess premium available with the insurance company at the end of policy period should be refunded to JSBCL within 15 days. JSBCL will declare the closing stock value at landed cost as on the last working day of the month in the first week of succeeding month.

14.3 In respect of Burglary of stock Insurance, premium amount for the CL/BEER/WINE/IMFL (Country Liquor, Beer, Wine and Indian Made Foreign Liquor) and Scotch whisky items held at all the JSBCL

shops will be worked out and paid in advance at the beginning of the year in one lump sum.

14.4 In respect of Money in Safe Insurance, the premium shall be worked out and paid in advance at the beginning of the year in one lump sum.

15. SURVEY AND PAYMENT OF CLAIMS.

15.1 **Settlement of claims:** The Insurance Company shall promptly make “ON ACCOUNT” payment of 50 % of the claim amount within 14 days without waiting for formalities once the claim is admitted.

15.2 In Case of delay in settlement of the claim amount, a penalty to the insurance company of 0.1 % of the claim amount up to the cap of 10% shall be levied per day. If in case penalty amount exceeds 10% of the claim, the EXPRESSION OF INTEREST will be forfeited.

15.3 **Appointment of surveyor:** The insurer shall provide a panel of efficient surveyor for deployment at Ranchi and outstation surveyors along with their full name, contact no., address etc. to facilitate the appointment of surveyor within 15 days of insurance claim by JSBCL.

15.4 **Survey Report:** The insurer shall also confirm the list of surveyors as provided by them, will submit a report within 30 days of submission of the document by JSBCL to ensure proper and prompt claim settlement.

15.5 **Modus operandi:** The Insurer shall provide detailed process of settlement of claims process with agreement at annexure VI. The process should be divided into three headings as (1) Coverage under the policy (2) Exclusions (if any) to be specifically mentioned and (3) Deviation (if any) from the proposal.

15.6 The value of stock received during a month at a landed cost will be declared within a week's time in the succeeding month.

15.7 The rates should be quoted “without additional Excess clause”. The rates quoted “with the additional Excess clause” will be summarily rejected.

15.8 In case of insurance claims of value above Rs.5000/- whether Normal cases (or) Accident cases, the standard requisite documents will be furnished to the Insurance Company. On receipt of the

documents in full shape, the company has to settle the claim within a fortnight's time.

16. ACCEPTANCE AND WITHDRAWAL

16.1 The final acceptance of the Expression Of Interest is entirely vested with the Managing Director, JSBCL who reserves the right to accept or reject, any or all of the Expression Of Interest without assigning any reason whatsoever. There is no obligation on the part of JSBCL to communicate with rejected bidders. After acceptance of the EXPRESSION OF INTEREST by JSBCL, the bidder shall have no right to withdraw his Expression Of Interest or claim higher rates.

16.2 The Managing Director reserves the right:

- i) to reject all or any of the bids without assigning any reason.
- ii) to split up the Expression Of Interest.
- iii) to negotiate with the bidders before entering into the agreement.

17. ACTION AGAINST THE BIDDER

Furnishing incorrect information in the Expression Of Interest Documents, failure to act according to Expression Of Interest conditions, non-fulfillment of any or whole of the contract may entail blacklisting of the Bidder in addition to taking other appropriate action against the Bidder.

18. DISPUTES

18.1 In respect of all the Expression Of Interest conditions, the decision of the Managing Director, JSBCL shall be final and binding. In the event of any dispute arising out of the Expression Of Interest, such dispute would be subject to the jurisdiction of the Sole Arbitrator, Ranchi.

18.2 The Sole arbitrator under Clause 20.1 or for any other dispute will be Secretary (Finance), Govt. of Jharkhand or representative appointed by him.

CERTIFICATE

"I/We have gone through the terms and conditions and will abide by them as laid down above."

Signature of the bidders with seal.

Note: The above Expression Of Interest document duly signed along with details about the bidders in Appendix - I should be put in a sealed cover and marked as 'Cover - A'.

APPENDIX – I

Technical Bid (Cover 'A')

Profile of the Company:

The company should furnish the following details:

1. Name of the Organization:
2. Nature of the Organization:
3. Address of the Registered Office of the Co. with Phone No. Fax No.

E-Mail Address

4. Year of Establishment/ Experience:
5. Actual date of commencement of commercial operations (Floater Declaration/Proof for commencement of commercial operations should be enclosed)
6.
 - a. Whether Claim Processing Centre is available at
Ranchi/Hazaribagh/westSinghbhum (Chaibasa)/Palamu
Dumka
 - b. List of other Claim Processing Centers in Jharkhand.
 - c. If the claim processing center is not available at
Ranchi/Hazaribagh/Chaibasa/Palamu Dumka, it should be arranged
to open within 3months.
7. Staff strength and other details about the branches in Jharkhand particularly in Ranchi.
8. Names of the Public-Sector Undertakings to whom the work of similar nature was undertaken in the preceding two years:
9. List of popular private Companies, which are the clients of the bidder
10. Further details to prove the Company's capability to undertake the bidder.
11. Expression Of Interest document all Pages duly sealed and signed

Signature of the bidders with

APPENDIX-II(A)

Financial Bid (cover 'A')

A. Fire (Floater Policy), including allied perils, STFI, Terrorism and Earthquake) of Stock

For stock in Retails Shops	Premium Rate/Rs.1000/-	
i)Fire (including allied perils, STFI)		
Discount		
GST		
Total (A)		
ii) Terrorism		
Discount		
GST		
Total (B)		
iii) Earthquake		
Discount		
GST		
Total (C)		
Grand Total (A) + (B) + (C)		

Note: Discount, Special Discount, GST etc., should be shown separately

APPENDIX - II (B)

Financial Bid (cover 'B')

A. Fire (Fire including allied perils, STFI, Terrorism and Earthquake)

For Asset worth Rs.25 crores	Premium Rate/Rs.1000/-	
i)Fire (including allied perils, STFI)		
Discount		
GST		
Total (A)		
ii) Terrorism		
Discount		
GST		
Total (B)		
iii) Earthquake		
Discount		
GST		
Total (C)		
Grand Total (A) + (B) + (C)		

Note: Discount, Special Discount, GST etc., should be shown separately

Financial Bid (cover 'C' & 'D')
C. Burglary Policy (for stock and assets)

A) Burglary Policy Premium	Premium Rate/Rs.1000/-
SRCC Terrorists	
Discount	
GST	

Total Premium (Rs)

D. Money Insurance Policy

A) Burglary Policy Premium	Premium Rate/Rs.1000/-
SRCC Terrorists	
Discount	
GST	

Total Premium (Rs) _

Note: Special Discount, GST, etc. should be shown separately

(CONSOLIDATED)

TYPE OF POLICY	Premium Rate/Rs.1000/-
A) Fire Floater declaration Policy (Allied Perils Including STFI Terrorism, And Earthquake)of Stock	
B) Standard Fire (Allied Perils Including STFI, Terrorism,AndEarthquake)of Asset	
C) Burglary Policy includes Theft Insurance (stock and Asset)	
D) Money Insurance Policy Cash in counter and Cash in safe	
Grand Total (A) + (B) + (C) +(D)	

Total Premium In words.

Note: The L-1 will be selected based on the Grand Total premium the amount quoted for all the above Policies put together.

APPENDIX –III

BREAK UP OF SUM TO BE INSURED FOR VARIOUS CATEGORIES OF FIXED ASSETS		
S.No	Particulars	Sum to be Insured (in Cr)
1	C.C.T.V. Camera	3
2	Computer Systems (UPS, Scanner related items)	12
3	Cooler/Refrigerators	1.63
4	Electrical Items & Fittings	0.2
5	Furniture & Fixtures	3.2
6	Bluetooth Battery Operated Printer	2.02
7	Mobile Based Barcode Scanner	0.3
8	Solar – Systems	0.007
9	560 Wifi devices	0.12
	Total Sum	25.00

APPENDIX - IV

FORMAT OF AGREEMENT

The agreement made on this day of (month)(year) between M/s.....hereinafter called "The Insurance Agency" (Which expression shall unless excluded by or repugnant to the context, include its successors, the executors, administrative representative and assignee) of the one part & JSBC Ltd., hereinafter referred to as Managing Director on behalf of JSBC Ltd., on other part.

Whereas the insurance agency has offered to enter into contract with Managing Director for insurance of insurable interests as mentioned in EXPRESSION OF INTEREST No. JSBCL/EXPRESSION OF INTEREST /2022-23/01 Dated: 01-04-2022 of retail shops under the jurisdiction of Managing Director, JSBC Ltd. as per terms approved by the Managing Director (copy of Rates annexed) have been duly accepted.

Now these presents witness and it is hereby agreed and declared by and between the parties to these conditions as follows:

1. General insurance policies for safeguarding its insurable interests of Corporation: -

1. Fire Floater declaration Policy (Allied Perils Including STFI, Terrorism, And Earthquake) of Stock
 2. Standard Fire (Allied Perils Including STFI, Terrorism, And Earthquake) of Asset
 3. Burglary insurance of Assets and Stock
 4. Cash insurance (Cash in safe)
2. Fire and Burglary Insurance Policies are to cover the stock worth Rs.78 crores (approx.) (subject to change during the policy period) at any point in time in JSBCL Shops throughout the State.
3. The Insurer will pay to or on behalf of the Insured all Loss resulting from a Claim against the Insured except for and to the extent that the Company has indemnified the Insured material.

- 4 The Insurance company shall promptly make **“ON ACCOUNT”** payment of 50 % of the claim amount within 14 days without waiting for formalities once the claim is admitted.
- 5 In Case of delay in settlement of the claim amount, a penalty to the insurance company of 0.1 % of the claim amount up to the cap of 10% shall be levied per day. If in case penalty amount exceeds 10% of the claim, the EXPRESSION OF INTEREST will be forfeited.
- 6 Any dispute regarding the admissibility of the claims, the decision of Managing Director,JSBCL shall be final.
- 7 Number of Shops as well as amount insured may vary during the currency of insurance policies.
- 8 The Insurance company shall provide a panel of efficient surveyor for deployment at Ranchi and outstation surveyors along with their full name, contact no., address etc. to facilitate the appointment of surveyor within 15 days of insurance claim by JSBCL.
- 9 The Insurance company shall also confirm the list of surveyors as provided by them, will submit a report within 30 days of submission of the document by JSBCL to ensure proper and prompt claim settlement.
10. The district wise list of surveyors engaged by Insurance Co. is enclosed along with this agreement.

In witness, whereof the parties present have here into set their respective hands and seals the on this day of..... (month).....(year)

Above written:

Signed sealed & delivered by the
above-named company in
Managing Director by

Signed & delivered on
the behalf of the presence of:

Witness:

Witness:

1).....
2).....

1).....
2).....