



## **PONDICHERRY UNIVERSITY**

*Purchase & Stores*

Date: 25.07.2018

### **TENDER NOTICE**

**Sub.:** Insuring the Fixed Assets, Equipments, furniture etc., of Pondicherry University – Reg.

Sealed tenders are invited from Reputed Indian Insurance company / firm to insure the Fixed Assets, Equipments, furniture etc., of Pondicherry University.

Tenderers are requested to submit their quote for the items mentioned in the Annexure I & II in sealed cover.

Tenders should be dropped in the Tender Box kept in the Purchase & Stores Section, Pondicherry University, Puducherry only.

**Submission of Tender on or before : 14.08.2018, 3.00 PM. Opening of Tender :14.08.2018,3.30PM**

Pondicherry University intends to insure its University stores, Buildings, fixed assets including equipments, furniture & fixtures, Computer/peripherals, etc. which are housed in different places and locations (Puducherry, Karaikal, Mahe and Andaman) for fire, earthquake, theft, Burglary including flood, Riots, accidents, commotion etc., for the period from 24.08.2018 to 23.08.2019.

Total value of Standard fire and special Insurance coverage shall be for Rs.274,96,76,889/- and total value of Burglary insurance coverage shall be for Rs.148,04,60,575/-. Detailed break up is enclosed at Annexure I & II.

A separate premium amount may be quoted for standard fire and special insurance coverage as per the Annexure I and Burglary insurance coverage as per the Annexure II.

#### **Eligibility:**

The Tenderers should meet the following conditions for their eligibility.

1. The Tenderer should be an Indian insurance company and must be registered and approved from IRDA. The Insurance Company must have its functional branch at Puducherry.
2. The Tenderer should have experience in insuring the fixed assets of Central / State Govt. Academic Institutions.
3. The Tenderer should submit documentary evidences in support of (1) & (2) along with their Tender.

## **TERMS & CONDITIONS:**

1. The tender should reach the University on or before 14.08.2018 at 3.00 PM.
2. The Tender document cover shall be superscribed as “Tender for the Insurance Coverage of Fixed Assets of Pondicherry University” and should be sealed.
3. Sealed tender should be addressed to Asst. Registrar (Purchase & Stores), Pondicherry University, Puducherry and may be dropped in the Tender Box or may be sent by Registered / Speed post but must reach positively latest by 14.08.2018 by 3.00 PM.
4. All insurance coverages shall be effective immediately after award of the tender or as per the agreed terms & remain valid for one year.
5. Claims, if any, against the policies shall be settled within a maximum of 30 days from the date of submission of claims.
6. Arbitration: Disputes, if any in respect of operation of the insurance policies shall be amicably settled, through mutual discussion. However, if the disputes are not amicably resolved the same shall be referred to arbitration as per relevant rules & laws prevailing in India.
7. Any legal dispute that may arise will be settled within jurisdiction of court of Puducherry only.
8. All correction must be signed at the appropriate place by the signatory of the Tender, otherwise tender will be invalid.
9. The amount quoted by the tenderer shall remain firm till completion of the insurance coverage period. The amount shall be inclusive of all taxes & duties, other charges etc. applicable for the insurance.
10. Operating Authority: Operating authority of the insurance contract shall be Registrar, Pondicherry University, Puducherry.
11. Tenderers are requested to be present at the time of opening the tender on 14.08.2018 at 3.30 PM, if willing.
12. Payment terms: 100% premium shall be paid by Pondicherry University immediately on submission of bill / proforma invoice.
13. Price should be mentioned both in Figure & Words.
14. Pondicherry University reserves the right to accept or reject any tender without assigning any reason thereof.

**Registrar**  
**Pondicherry University**

**ANNEXURE I**

**PONDICHERRY UNIVERSITY, PUDUCHERRY**  
**STANDARD FIRE AND SPECIAL INSURANCE COVERAGE FOR THE YEAR**  
**2018-19**

<b>Sl. No.</b>	<b>Description</b>	<b>Fixed Assets Value in Rs.</b>	<b>Insurance premium Rs.</b>
1	Buildings	1269216314	
2	Scientific Equipments	827836820	
3	Computers, Office Automation, Electronic & Testing Equipments	259218493	
4	Electrical, A/C and other Mechahical Items	154136395	
5	Stocks, Furnitures, Fixtures, Books, etc.	239268867	
	<b>Total Assets</b>	<b>2749676889</b>	

**ANNEXURE II****PONDICHERY UNIVERSITY, PUDUCHERRY  
BURGLARY INSURANCE COVERAGE FOR THE YEAR 2017-18**

<b>Sl. No.</b>	<b>Description</b>	<b>Fixed Assets Value in Rs.</b>	<b>Insurance premium Rs.</b>
1	Scientific Equipments	827836820	
2	Computers, Office Automation, Electronic & Testing Equipments	259218493	
3	Electrical, A/C and other Mechahical Items	154136395	
4	Stocks, Furnitures, Fixtures, Books, etc.	239268867	
	<b>Total Assets</b>	<b>1480460575</b>	