



**REQUEST FOR PROPOSAL FOR INSURANCE OF BUILDING, EQUIPMENT, FURNITURE & FIXTURES
OF NINE ASSAM CANCER CARE HOSPITALS (ACCF) ACROSS ASSAM.**

Ref No. ACCF/Insurance/2022-23/48

Date: 06.06.2021

Issued by:

Assam Cancer Care Foundation.

**3rd floor, V.K. Trade Centre, G.S. Road, Opp. Down Town
Hospital, Guwahati – 781022, Assam Ph: +91-90852 02020**

www.assamcancercarefoundation.org

Email: procurement@accf.in



1 NOTICE INVITING TENDER

NOTICE INVITING RFP

Online proposals are invited by the undersigned from eligible parties (IRDAI Registered insurance firms) vide this RFP to shortlist and engage the most suitable of them for a period of 24 (Twenty-Four) months to provide insurance cover of ACCF hospitals furniture, Equipment & other Assets with a provision for extension by another 01 (one) years with the mutual consent on same terms and conditions subject to satisfactory services. The contract will however be subject to review each year.

2 CALENDER OF RFP EVENTS & KEY INFORMATION:

Date of issue of the RFP	06-06-2022
Pre-Bid Meeting	13-06-2022 at 15:30 Hrs at ACCF Office/ MS Teams ID will be published in ACCF Website www.assamcancercarefoundation.org
Last date and time of Proposal submission (Online)	04-07-2022 at 15:30 Hrs
Last date and Time for submission of hard copies of key documents.	04-07-2022 till 14:30 Hrs
Date & Time for opening of technical proposal	After 2 hrs from last date and time of bid submission.
Date & Time for opening of financial proposal	To be notified once the technical proposal evaluation is complete.
Address for Communication	ASSAM CANCER CARE FOUNDATION 3rd floor, V.K. Trade Centre, G.S. Road, Opp. Down Town Hospital, Guwahati – 781022, Assam Ph:+91-9998515371, E: procurement@accf.in W: www.assamcancercarefoundation.org
RFP Processing Fee (non-refundable)	Rs 500/- (Rupees Five Hundred) only to be submitted online on e-portal.
Bid Security/EMD	NIL

Contract Period	The shortlisted service provider shall be engaged for a period of 2 years and another year extendable- under mutual consent.
location of work & schedule for start of work	L-2 Locations 1. Dibrugarh 2. Barpeta 3. Silchar L-3 Locations 1. Tezpur 2. Darrang 3. Jorhat 4. Lakhimpur 5. Kokrajhar
Delivery Timelines	The successful bidder shall start coverage within 5 days from date of confirmed WO.

Note:

- 2.1 The above timelines are indicative, and ACCF reserves the right to change the timelines as per the requirement.
- 2.2 In the event of any of the above-mentioned dates being declared as a holiday for the Proposal Inviting Entity then the event or activity shall be postponed to the next working day at the appointed time
- 2.3 All applicants shall furnish Bid Processing Fee of the amount and in the manner as asked for.
- 2.4 Bidder can submit bids for all locations or for any one location.

s/d
Assam Cancer Care Foundation
Guwahati, As

3 INSTRUCTIONS TO THE BIDDER FOR ONLINE BID SUBMISSION

- 3.1 The Applicant is required to prepare and submit the complete proposal documents in the online e Tender portal (i.e., <https://assamtenders.gov.in>) within due date of

submission.

- 3.2 All documents including duly filled up forms, formats, instruments and write-up that form part of the proposal should be serially numbered and signed by the Applicant or by the person(s) authorised to sign, as the case may be, on each page before scanning and uploading in the e-Tender portal.
- 3.3 Proposal shall be typed or written in indelible ink and shall be signed by a person or person(s) duly authorized to sign on behalf of the Applicant. All pages of the proposal where entries or amendments have been made shall be initialed by the person or persons authorised to sign.
- 3.4 Proposals shall be digitally signed as per Class 3 digital certificate by a person or person(s) duly authorized to sign on behalf of the Applicant for online submission.
- 3.5 The Applicant is required to submit the hard copies of selected key documents of the technical proposal within due date of submission of the proposal. The hardcopies shall include following documents:
- 3.6 EMD (Bid Security) and Processing/Tender Document Fee (to be paid online)
- 3.7 Declaration as per Annexure-2
- 3.8 Original Power of Attorney Document or certified copy of the Board Resolution (in case of Company) authorizing the Signatory.
- 3.9 The Applicant can submit above hard copies either through courier or by hand (with acknowledgement) in the address given below. Non-submission of hard copies within due date and time shall be treated as no-bid and render the bid liable for rejection.

To

The Chief Operating Officer,
ASSAM CANCER CARE FOUNDATION
3rd floor, V.K. Trade Centre, G.S.
Road, Opp. Down Town Hospital,
Guwahati-781022, Assam.

- 3.10 General guidance for e-Tendering Instructions/ Guidelines for tenders for electronic submission of the tenders have been annexed for assisting the contractor/bidders to participate in e-Tendering.
- 3.11 Registration of Contractor/bidder
Any contractor/bidder willing to take part in the process of e-Tendering will have to be enrolled & registered with the Government e-Procurement system, through online bidder enrollment in <https://assamtenders.gov.in> (the web portal of Assam Govt. e-Tendering). The contractor/bidder/bidder is to click on the Online Bidder Enrollment link for creating their account and register their login Id and Password.
- 3.12 Digital Signature certificate (DSC)
Each contractor/bidder is required to obtain a Class-III Digital Signature Certificate (DSC) (only signing certificate is required) for submission of tenders
- 3.13 Downloading of Bid Documents: The contractor/bidder/bidder can download NIT & Bidding Documents from <https://assamtenders.gov.in>. There is also different search method for searching of published tenders. For downloading the tender documents or to

view the information of a tender Digital Signature Certificate is not mandatory. DSC is mandatory only to submit the Bid.

3.14 Participation in more than one work: A prospective bidder shall be allowed to participate in the job either in the capacity of individual or as a partner of a firm. If found to have applied severally in a single job all his applications will be rejected for that job.

3.15 Seeking Clarification: Bidders have to ask any kind of clarification through “Seek Clarification” Tab available at <https://assamtenders.gov.in>. Clarification asked through any other mode will not be accepted.

3.16 Amendment of Bidding Documents:

a. Before the deadline for submission of bids, the purchaser may modify the bidding documents by issuing online corrigendum. The corrigendum will appear on the website <https://assamtenders.gov.in> under “Latest Corrigendum” and email notification is also automatically sent to those bidders who have moved this tender to their “My Tenders” area.

b. Any addendum thus issued shall be part of the bidding documents and deemed to have been communicated to all the bidders who have moved this tender to their “My Tenders” area. In case of any addendum/corrigendum, the system will automatically send e-mails to all bidders who have downloaded the bidding document.

c. To give prospective bidders reasonable time in which to take an addendum into account in preparing their bids, the purchaser may extend, as necessary, the deadline for submission of bids.

d. In case a bidder has already submitted the bid before corrigendum & he/she will be allowed to resubmit the updated bid again without any additional cost of EMD. In that case his updated bid shall be taken for evaluation.

3.17 Submission of Tenders.

General process of submission, Tenders are to be submitted online through the website <https://assamtenders.gov.in>. The tender is a two cover system and the bidder has to upload their documents as specified in each cover (folder), the first folder is for Technical Proposal & the other is Financial Proposal before the prescribed date & time using the Digital Signature Certificate (DSC). The documents uploaded should be virus scanned copy duly Digitally Signed. The documents will get encrypted (transformed into non readable formats).

A. Technical proposal The Technical proposal should contain scanned copies of the following further two covers (folders).

A-1. Statutory Cover Containing (Please make a list of required documents)

i) Technical Documents

ii) Eligibility Documents

Note: - Failure of submission of any of the above mentioned documents will render the tender liable to be summarily rejected for both statutory & non statutory cover.

B. Financial proposal

i. The Financial bid will comprise the Bid Form and the Price Schedule as per format given in the bidding document. The bidder has to download the given format ("BoQ", a .xls file) from the respective tender published at <https://assamtenders.gov>, enter rate into the specified cell and upload the same into the folder named "BOQ" on the website <https://assamtenders.gov.in> at the appropriate place.

ii. Don't try to rename the file. After entering the rates only save (don't use "Save as" option) and upload it. Important: The Price Schedule are to be uploaded only in e-procurement portal; no hard copy of the same is required to be submitted. Bidder shall quote rate per piece and for destination specified in the bid.

3.18 Withdrawal of Bid

Bidder can withdraw their bids before online bid submission closing date. But after online withdrawal, System will not allow that bidder to participate in the same tender again.

3.19 Resubmission

Bidder can resubmit their bids more than one number of time before the online bid submission closing date and time. In that case his updated bid shall be taken for evaluation.

3.20 Help Desk

Help Desk numbers for any kind of support related to e-Procurement:

Local Language Support: 1800 2121 18866(Ext. 2)

0361 - 234 7144, 223 7188 (9:30 am to 5:30 pm)

(Language: Assamese/Bengali/Hindi/English)

24 x 7 Help Desk Number: 0120-4200462, 0120-4001002, 0120-4001005, 0120-6277787.

International Bidders are requested to prefix 91 as country code.

(Language: Hindi/English)

e-Procurement Project Manager: 6901 007390

4 List of the Assets of ACCF to be covered under insurance: -

5.1 List of the equipment and asset available at present are mentioned in annexure with value.

5.2 Mentioned hospital are at project stage and many more assets and equipment will arrive at respective site(s). Insurance coverage shall be done as & when these additional equipments are made available at site at the rate finalized under this RFP.

5 INTENT OF THE TENDER DOCUMENT:

ACCF intends to take comprehensive insurance cover on Building, **Equipment, Furniture, Fixture and others** for its upcoming hospitals located at 09 different centers in Assam State under Industrial All Risk Policy.

The bidders are invited to submit a Bid covering aspect as well as Price Quote for premium for two year.

ACCF shall provide necessary inputs/information/inspection support as considered necessary to the

successful bidders for completion of the requirement.

The tenderer shall ensure to follow the instructions given hereunder failing which, the tender shall be liable for rejection.

6 ELIGIBILITY OF BIDDER:

- i. The bidder must have IRDA License / Registration as Indian Insurer in accordance with the Insurance Act and approved by IRDAI (Insurance Regulatory & Development Authority of India). Bidder need to submit the copy with Lic / Registration no.
- ii. The bidders have experience of doing Industrial All Risk Policy in Hospital Sector/Industries.
- iii. The intending bidders must have a full-fledged operational branch located in Assam preferably at Guwahati or in its nearby towns in the districts of Kamrup of Assam. The servicing branch must have adequate infrastructure and man power to handle all day to day issues. The address of the designated branches along with the name, email ID and contact number of the branch-in-charge must be furnished for our record.
- iv. The bidder must have sufficient experience of doing All Risk (AR) Policy to the Hospital equipment & fixtures during the period of last 03 (three) years. Documentary evidence in regards to past experience (e.g., copies of Policy document) must be submitted along with the submitted bid.

Bidders must submit claim settlement experience in hospital Sector during the last 3 years.

For Non-PSU Insurers must have additionally :

- a. Cumulative Premium, exclusive of taxes, of the hospital equipment & fixtures policies shall be minimum Rs 50.00 Lakhs.
- b. Average premium collected, from all types of general insurance policies, during the last three years must be at least Rs 2,000 Crores (Rupees Two Thousand Crores).

Note: Without the above stated documents, the bidder's experience will not be acknowledged.

- v. The bidder shall not, have been banned /de-listed / black listed / debarred from business by any PSU or Government Department during the last five years ending on the date on which this NIB is issued. Self declaration on Company's Letter head in this regard should be provided with the Bid document.

Further, the intending bidder must fulfill all the requisite clauses of tender.

7 SCOPE OF INSURANCE POLICY:

The insurance policy shall cover the following risks and perils under the policy within the guidelines of TAC/IRDA norms as applicable:

1. Insurance coverage for Building and equipment/fixtures to be provided for following but not limited to:
 - a) Earthquake (Fire & Shock)
 - b) Material damage (Fire)
 - c) STFI
 - d) Lightning.

- e) Explosion/Implosion.
- f) Burglary including theft cover
- g) Terrorism
- h) Fire fighting expenses

2. Deductibles : As per the standard terms of Policy. Bidder clearly spell out in his bid for deductions and terms and condition in technical bid.

8 TERMS & CONDITIONS:

In case the bidder fails to state the deviation(s) in the schedule, it will be presumed that the bidder has accepted all terms and conditions of this tender document. Also, acceptance/rejection of bidder's deviation(s) shall be at sole discretion of the Undersigned/ACCF.

- a. Documentary evidence in regards to past experience (e.g. copies of Policy) of doing Industrial All Risks insurance to the PSU or Government sectors/Industries during the last 03 (three) years period should be submitted along with the submitted bid.
- b. Certificate of Declaration for Confirmation of IRDA / TAC guidelines
- c. Certificate on letter head signed by the authorized signatory stating that the Insurer has a servicing office at Guwahati / and or neighboring towns along with Contact Details & Office Address.
- d. Details of insurance covered within the quoted premium. List of desired insurance cover is mentioned above. If bidder fails to give insurance as per above mentioned list, its bid is liable to be rejected. Bidder is at liberty to give additional insurance if not featuring in the above list.
- e. **Non-PSU Insurers need to additionally submit :**
 - i. Copy of the IAR Premium of minimum Rs 50.00 Lakhs exclusive of taxes of the submitted policies.
 - ii. The average premium collected during the last three years for at least Rs 2,000 Crores (Rupees Two Thousand Crores).
- f. In addition to other requisite documents, the following will also be submitted by the successful bidder within 7 (seven) days of intimation of award of risk contract.
- g. **Bidder shall also Submit:**
 - a. Claim form for the Policy.
 - b. Sets of documents required for Final settlement of Claim.

9 Clarification and Additional Information:

During submitted bid's evaluation, ACCF may request bidder for any clarification on the submitted bid and/or documents related to the tender. Bidder shall submit the sought clarifications and/or document(s) within stipulated time period as determined by the undersigned. However, seeking clarification and document(s) during post-bid evaluation shall be on sole discretion of ACCF.

Note: The decision of the ACCF (RFP Inviting Entity) regarding eligibility would be final and binding on all Bidders. ACCF may seek clarifications from Bidders for satisfying itself with respect to the documents and submissions by the Bidders on the Eligibility Criteria.

10 Price Bid Evaluation

- 6.1 Price bid comparison shall be done based on the quoted premium amount for two year for value of the equipment listed below.
- 6.2 Conditional bids shall liable to be rejected.
- 6.3 The representation of any Bidder that computation/ typographical or clerical error etc. has been committed in the bid and request for reversion on such plea shall not be entertained after opening of the bid. Only total price (unit rate multiplied by given factor in the bid) can be corrected and not the unit rates.
- 6.4 Evaluation of price shall be done In total and accordingly “Comparative List of Bidders” (i.e. L1, L2 ,L3, etc.) shall be prepared.
- 6.5 ACCF reserves the right to have fall back options by asking L2/L3/L4....etc bidders to match the lowest pricing and can empanel multiple agencies. L1 shall not be offered less than 60% business volume.

7 In case of acceptance of the Tender:

- 7.1 The insurance agency will have to enter into a Contract with ACCF.
- 7.2 The charges quoted therein must be valid up for the duration of the Tender.
- 7.3 ACCF shall have right to reject any or all bids without giving any reason.

8 Those Agency who are awarded the above said contract:

- 8.1 Agency Shall visit the hospital and do physical verification within 3-5 days. How ever bidders are also at liberty visit the hospitals before quoting in this RFP.
- 8.2 **Agency shall not sublet, transfer or assign the contract to any other party.**
- 8.3 After acceptance of order, the bidder shall submit Insurance Policy documents and Premium Receipt to the following address within 7 (seven) days of receipt of premium payment. After approval by ACCF, Underwriter shall provide three additional copies of Insurance Policy as required within ten days of such approval of ACCF.
- 8.4 Additional endorsement to the Policy as and when necessary shall be made within 3 days of the payment of premium. The premium for the additional sum insured shall be paid at same rate on prorate basis for the unexpired policy period.
- 8.5 ACCF shall not be obliged to furnish any information / clarification / explanation to the unsuccessful bidders as regards of non-acceptance of their bids.

9 Arbitration & Jurisdiction:

All disputes or differences whatever so arising between the parties out of or relating to this Order shall be settled by arbitration. The Place of arbitration & Jurisdiction shall be at Guwahati.

ANNEXURE-1: Technical Proposal Format

Format for Technical Proposal

(arrange the documents **serially** in the order as mentioned in the format below)

S.No	Particulars	Details			
1	Name & Address of the Applicant:	Name: Address:			
2	Constitution of the Bidder	Firm/Company/ Society CIN in case of Company: Society Registration Number: Firm Registration Details:			
3	Year of Establishment:	Date of Incorporation/Registration: (As per the incorporation document)			
4	Details of Income Tax, GST, PF and ESI Registration	PAN: GST Registration Number: PF Registration Number:			
5	Details of the Contract Person:	Name: Designation: Email: Mobile:			
6	Employee Details: (Employees for at least three months with the Bidder as on the due date of bid submission)	Number of Staff: Others:			
7	Turnover & Profitability	Financial Year	Turnover Similar Activity	Net Profit After Tax	Net worth (End of the FY)
		2018-19			
		2019-20			
		2020-21			
8	List of Public Health Institutions served during last three financial years starting from 2018-19.				
9	Number of similar service contract executed of value more than or equal to Rs 50 lakh in last three financial years starting from 2018- 19	Name of the Client	Year	Cumulative value of the Order	
10	The Accreditations, Awards and Achievements of the Bidder.	Awards: Certificates: Other Credentials:			
11	Address of the Head Office /Registered Office				

S.No	Particulars	Details
12	Details of Branch office in Assam (Mandatory)	
13	Name and contact no. of Authorized Signatory (in block letters)	
14	Specimen Signature of Authorized Signatory	
15	Details of Processing Fee Paid (Amount, issuing bank, date and number)	Processing Fee:
16	Constitution of the Applicant and Incorporation Details	Company/Firm/Society/Trust Date of Establishment & Regn. No. (Furnish copy of incorporation or registration certificate/Deed)
17	Declaration	Annexure-2
19	GST Registration No	(also Furnish Photocopy of GST Registration Certificate)
20	PAN no (furnish Photo Copy of PAN)	(also Furnish photocopy of PAN)
24	Average Annual Turnover certificate duly attested by a Chartered Accountant with UDIN (In the letterhead of the Chartered Accountant) to this effect with year wise break-up Audited Statement of Account including Balance Sheet, P & L A/c and Audit Report to be submitted for last three financial years.	Turn over Certificate and Statement of Accounts for last three financial years as per Annexure-3 .
25	The organization have to submit the Affidavit (<i>On original Stamp Paper of relevant value certified by Notary</i>) with the following clauses: a) Our organization has not been blacklisted by any Government Organization b) Our organization agrees to abide by all terms & conditions of tender.	Submit the Affidavit As per Annexure-2

S.No	Particulars	Details
26	Details of any incidence of premature termination of any contract in past with any government department, service provider or undertakings. (If yes)	

Table-1

S.No	Name and Address of the Client	Details of Personals Provided		Value of Contract	Duration of the Contract	
		Category	Number		From	To
1						
2						
3						

Attach order copies

ANNEXURE-2: Declaration by the Applicant

DECLARATION BY THE APPLICANT (AFFIDAFIT)

(To be typed in a non-judicial stamp paper and duly attested by Notary Public)

I, _____ Proprietor/ Partner /Director/Authorised Signatory of M/s _____ hereby declare that the information given and documents furnished as part of this proposal in response to the RFP (Ref No. xxxxxxxx) is true and correct to the best of my knowledge & belief.

I, _____ hereby certify on behalf of _____ that our offer no. _____ dtd _____ against

tender specification No. _____ does not breach of Insurance Act / IRDA / TAC and applicable guidelines. I further confirm that in the event of disclosure at a later stage that the same is in breach and ACCF is put to any disadvantage or face cancellation of the Policy or any claim becomes substandard / untenable, the whole liabilities arising out of this shall lie wholly on us and we shall bear all consequences thereof.

I, further certify that I am the duly authorized representative of the underwriter and competent to agree as above and a valid power of attorney to this effect is enclosed.

The price offered by us in the financial proposal shall remain valid for a period of 180 days from the due of submission of the proposal. In case we withdraw our proposal or bid any time before its validity then our EMD shall be liable for forfeiture by the proposal Inviting Entity (i.e. ACCF).

I/We have not been black-listed or debarred by the ACCF or by any government (State/Central) agencies/bodies, from participating in tender, which is in effect at the time of bid submission.

I/we agree that ACCF can blacklist us for a minimum period of 3 years, if any information furnished by us proved to be false at the time of evaluation or at a subsequent date by the Client during the currency of the contract; or in case of non-performance. This action would be in addition to other legal recourses available to the Client under the law of the land.

I offer to provide the service as per the prescribed terms and conditions and at the rates as quoted by us in the price bid (submitted separately), if the contract awarded to us.

Dated:

Name & Signature

Place:

Proprietor/Partner/Director/Authorised Signatory

Name of the bidder:

Address:

ANNEXURE-3: Turnover Certificate by CA

Annual Turnover Certificate

(In the letterhead of the CA Firm)

The Annual Turnover of M/s_____for the past three financial years are given below and certified that the figures as given below are in conformity with the audited statement of accounts and other statutory returns (i.e. Income Tax & GST) and are true and correct.

Sl. No	Financial Year	Annual turnover from similar business ¹ (Rs. in lakhs)
1	2018-19	
2	2019-20	
3	2020-21	
Average Annual Turnover		

The Average Annual Turnover in last three financial years is Rs.....Lakhs(in words)

We also certify that M/sis in business of Insurance for last.....
.....years.

Date:.....

Signature of Auditor/Chartered Accountant

Place:

(with Official Seal)

FRN.:

UDIN: xxxxxxxxxxxxxx

DRAFT AGREEMENT

To be provided at selection stage

ANNEXURE-5: Power of Attorney format or Board resolution for authorized signatory

Format for Power of Attorney to sign the Proposal on behalf of the Applicant

(On a Stamp Paper of Rs 100/-)

Power of Attorney

We, (name and address of the registered office) do hereby constitute, appoint and authorize Mr. / Ms.(name and residential address) who is presently employed with us and holding the position ofas our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our response to the RFP for **“SELECTION OF INSURANCE PROVIDER FOR ACCF ASSETS”** including signing and submission of all documents and providing information to the Client (i.e. ACCF, Guwahati) and its officials or representatives , representing us in all matters before Client, and generally dealing with Client in all matters in connection with our RFP response.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us. Dated this the __ day of _200_

For _____

(Name, Designation and Address)

Accepted

_____(Signature)

(Name, Title and Address of the Attorney)

Date : _____

Note:

- i. The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, as laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure.*
- ii. In case an authorized Director or key officials of the Applicant signs the Application, a certified copy of the appropriate resolution/ document conveying such authority may be enclosed in lieu of the Power of Attorney.*
- iii. In case the Application is executed outside India, the Applicant has to get necessary authorization from the Consulate of India. The Applicant shall be required to pay the necessary registration fees at the office of Inspector General of Stamps.*
- iv. Also, wherever required, the executant(s) should submit for verification the extract of the charter documents and documents such as a resolution / Power of attorney in favour of the Person executing this Power of Attorney for the delegation of power hereunder on behalf of the executant(s).*

ANNEXURE-6: Exceptions and Deviations:

EXCEPTION AND DEVIATION PROFORMA

Sl.No.	Ref of Bid Document		Subject	Deviations
	<i>Page No.</i>	<i>Clause No.</i>		

NOTE: Bidders are advised not to stipulate any deviation(s) / condition(s) and to confirm compliance to tender conditions in Toto. However, in the event of bidder seeking any deviation(s), the same should be submitted separately for commercial and technical sections strictly as per the format given above, otherwise, the same shall not be considered and it will be presumed that the bidder has accepted all terms and conditions of the tender.

Signature:

Name:

Bidder's Name:

Company Seal:

ANNEXURE-7: Covering Letter

[on the letter head of the Bidder]

Kind Attention:

[location, date]

The Chief Operating Officer

Assam Cancer Care Foundation

Tender No. _____

For supply of _____

Sir,

Having read, carefully examined and understood the RFP document dated [●] issued by ACCF ("Client") and all annexure and other documents attached thereto and all subsequent addenda and clarifications issued pursuant thereto (collectively the "RFP"), we hereby submit our Technical and Financial Bid/Proposal for the asset located at 9 locations of ACCF

1. We hereby agree and confirm that our Bid has been prepared strictly in conformance with the instructions in the RFP document (including the forms set forth therein) and that we shall at all times act in good faith and abide by all the terms and conditions of the RFP during the bidding process.
2. We agree that we have inspected and examined the RFP and have ascertained that they contain no inconsistencies, errors or discrepancies and have otherwise familiarized ourselves with all conditions of the RFP which may affect our Bid and all queries on other contractual matters have been addressed.
3. We hereby undertake to pay the penalty as per the terms and conditions of the contract for non-performance and negligence in our part.
4. ACCF has the right to accept or reject any or all the bids/proposals without assigning any reason.
5. We understand all the terms and conditions of the contract and bind myself/ourselves to abide by them.
6. We understand and agree that ACCF reserves the right to cancel the bid process or the contract agreement at any moment of time without assigning any reason thereof.
7. We represent and warrant to Client that as of the date of submission of this Bid and till the end of the Bid Validity Period (as may be extended):
 - (a) the information furnished by us is complete, accurate, unconditional and fairly presented;
 - (b) we have the necessary technical and financial ability and adequate skilled and experienced resources for undertake the scope of Bid as per the RFP;
 - (c) we are in compliance with all the terms and conditions of the RFP;
 - (d) there is no information, data or documents which have not been disclosed which may prejudicially affect Client's evaluation or decision in relation to evaluation, selection and execution;

8. We undertake that we will intimate Client of any material change in facts, circumstances, status or documentation relating to us during the Bid Validity Period (as may be extended in accordance with the RFP).
9. This Proposal shall be construed, interpreted and governed, in all respects, by the laws of India, without reference to its conflict of law principles. The courts at Guwahati will have exclusive jurisdiction in respect of all matters arising out of this Bid.
10. We have agreed that [] [Insert Authorised Signatory's name] will act as our representative and has been duly authorized to submit the Proposal and authenticate the same, make amendments thereto and undertake such other actions as set out in the authorization attached with this Proposal, which will be binding on us.
11. We undertake that we are not disqualified as per Eligibility Criteria and fulfil all eligibility criteria as stipulated in the Tender.
12. If our proposal is accepted, we undertake to perform the services in accordance with the terms and conditions in the RFP document and rules & regulation prescribed by IRDAI.
13. We agree to keep our Bid valid for acceptance as required in the RFP Document, or for subsequent extended period, if any, agreed to by us. We also accordingly confirm to abide by this Bid up to the aforesaid period and this Bid may be accepted any time before the expiry of the aforesaid period. We further confirm that, until a formal contract is executed, this Bid read with your written acceptance thereof within the aforesaid period shall constitute a binding contract between us.
14. We have provided details, in accordance with the instructions and in the form required under the RFP.

Yours Faithfully,

[Signature and Details of the Applicant/Authorised Representative]

Name of the Authorised Signatory:

Designation:

Contact Details: Mobile:

Email:

ANNEXURE-8: Financial Proposal Format

Note: To be enclosed with Financial Bid only. Financial Bid is to be provided separately from Technical Bid.
(Financial Bid Format)

S No	Particular	Estimated Value Rs.	Risk factor To be covered	Annual Premium %	Absolute Premium Value
1	Coverage for Equipment	2,27,56,32,414	Earthquake (Fire & Shock)		
			Material damage (Fire)		
			STFI		
			Lightning.		
			Explosion/Implosion.		
			Burglary including theft cover		
			Terrorism		
			Fire fighting expenses		
2	Coverage for Building	6,16,22,65,000	Earthquake (Fire & Shock)		
			Material damage (Fire)		
			STFI		
			Lightning.		
			Explosion/Implosion.		
			Burglary including theft cover		
			Terrorism		
			Fire fighting expenses		

1. Financial/Price bid to be submitted online only in the prescribed format. Submission of financial bid in hardcopy shall render the bid liable for cancellation.
2. The breakup to be provided by the Service Provider upon requirement.
3. I/we also declare that I/we will abide by all the rules and regulation of the organization while discharging our responsibilities, if awarded the Contract. I/we are also aware that ACCF reserves the right to cancel our application without assigning any reason, whatsoever, and for the same, I/we will have no right to challenge the same in any court of law.

Signature of Authorized Person

Date:

Full Name:

Place:

Bidders Seal:

ANNEXURE-9: List of the Equipment & building with approx. value

Hospitals are at the commissioning stage, new equipment shall be included in the list as and when they reach at the site. Pro-rata Rate of premium, as per value of asset, shall remain fix.

S No	Location name	Value of Equipment	Value Of Building
1	Dibrugarh	36,35,46,997	1,40,66,18,000
2	Barpeta	34,35,36,997	1,33,12,97,000
3	Kokrajhar	31,37,09,684	68,48,70,000
4	Darrang	31,37,09,684	68,48,70,000
5	Lakhimpur	31,37,09,684	68,48,70,000
6	Tezpur	31,37,09,684	68,48,70,000
7	Jorhat	31,37,09,684	68,48,70,000
	Total	2,27,56,32,414	6,16,22,65,000

Above values are approximate as on date value. Project is at commissioning stage Actual value shall be taken based on invoice value.