



CIN NO. L51909DL1963GOI004033

DELHI REGIONAL OFFICE

F-8-11, Flatted Factories Complex, Rani Jhansi Road, Jhandewalan,
New Delhi – 110055, Tel: 011-23623955

TENDER NOTICE

MMTC Limited (Delhi Regional Office) – A Government of India Public Sector Enterprise is proposing to take insurance coverage vide **THREE SEPARATE POLICIES for all its activities (to cover all risks, including fire, theft, burglary, terrorism, flood etc.) as mentioned below for the period 1.4.2021 to 31-03-2022.** You are requested to submit your most competitive bids regarding Premium payable and other applicable taxes for Marine Cargo/Shipping Insurance Package, Fidelity Policy and Jewellery Block Policy as well as Declaration Policy through Electronic mode of tender on <https://mmtc.abcprocure.com>.

Tender for Insurance Coverage (Three Separate Policies) for various activities of MMTC Delhi Regional Office from 01-04-2021 to 31-03-2022	
TENDER REF NO. MMTC/DRO/INSURANCE/2021-22 Dated: 09-03-2021	
MODE OF TENDERING :Single Bid System	
The tender in electronic mode has to be submitted at https://mmtc.abcprocure.com after following the procedure given in tender documents.	
DESCRIPTION	
Bid submission Start	09-03-2021 at 1600 hours
Closing Date & Time	22-03-2021 at 12:00 hours *
Bid Opening Date & Time	22-03-2021 at 1230 hours at MMTC Limited, Delhi Regional Office, Flatted Factories Complex, Jhandewalan, New Delhi – 110055
Validity of Bid	30 days
Tender Inviting Authority	MMTC LIMITED, DELHI REGIONAL OFFICE, NEW DELHI
Local Contact Person	Chief Manager (Admn), MMTC LIMITED, JHANDEWALAN NEW DELHI – 110055
Tender may either be obtained from MMTC, at above given address on any working day or downloaded any time from website www.mmtclimited.com , https://eprocure.gov.in and https://mmtc.abcprocure.com .	
Corrigendum/addendum issued, if any, shall only be hoisted on websites mentioned above.	

(*: Closing Date & Time are extended. Please check ADDENDUM / CORRIGENDUM NO. 02 DATED 22-03-2021 TO TENDER NO. MMTC/DRO/INSURANCE/2021-22 DATED 09-03-2021)

Sl. No.	Policy Required	Description	SI Value of Policy (Rs. In crores)	Quote for:
1.	Marine Cargo & Shipping Insurance Package Policy	Open Policy for transit/shipping from anywhere in India to anywhere in India – transportation of valuable parcels (precious metals) of gold/silver coins/silverware/jewellery/precious stones etc. Goods to be carried as personal baggage by road/air/rail or by courier and MMTC e-commerce portal through courier. To cover loss of parcel, stolen, damage in transit. Value of each transit/shipping would be maximum Rs.5.00 crores	75.00	Marine Cargo & Shipping Insurance
2.	Jewellery Block Insurance Policy	<p>a) Vault of OGL (Gold/Silver) and DTA (Gold) and other vaults for Gold /Silver Medallions/Stores/Factory/Materials like Medallions/Bars/Silverwares/Sanchi/ Gold Jewellery/ Gold Coins etc in Retail Showrooms.</p> <p>b) Cash in hand</p> <p>c) Cash in transit</p> <p>d) Furniture, Fixtures & Fittings, Property in custody of brokers/cutters/agents/Fabrication etc.</p> <p>Locations:</p> <p>i) Ground Floor, First Floor, Second Floor and Third Floor of F&G Blocks, Flatted Factories Complex, Jhandewalan, Rani Jhansi Road, New Delhi – 110055</p> <p>ii) MMTC Showroom and extension counters at MMTC Corporate Office, Core-1, SCOPE Complex, Lodhi Road, New Delhi – 110 003 and showroom hut Jhandewalan Flatted Factory Complex</p> <p>iii) NSEZ, NOIDA</p> <p><u>Note:</u></p> <p>1) Please quote rate including SF&SP and without SF&SP.</p> <p>2) Please quote rate including terrorism and without terrorism.</p> <p>The total value of Rs. 140 crores will be utilized by us in any items and at any locations within the said sum, MMTC can also add any location at its option. MMTC in case desire to increase the sum assured, the premium will be paid on pro-rata basis only. Please note only those offers/quotes will be accepted who will quote for all three policies. Partial quote will be liable for rejection.</p>	140.00	Jewellery Block as well as Declaration Policy for the given description of insured goods.

3.	Fidelity Insurance	Officials of MMTC (List attached). Policy to cover discovery of loss	3.55	Fidelity Policy
		Total:	218.55 crores	

INSTRUCTIONS TO BIDDERS

- a) The bid document can be downloaded from our website www.mmtclimited.com, <https://eprocure.gov.in> and <https://mmtc.abcprocure.com>.
- b) **Submission of Tenders:** The bidder shall submit bids in electronic mode
- i. Tender document is available on www.mmtclimited.com, <https://eprocure.gov.in> and MMTC e-procurement website <https://mmtc.abcprocure.com> for online mode submission of Tender on <https://mmtc.abcprocure.com>. For online submission, Tenderer is required to obtain Class III Digital Signature (meant for e-tendering) from any of Certifying Authority recognized by Controller of Certifying Authority (www.cca.gov.in) and have to register with e-procurement portal <https://mmtc.abcprocure.com> (a one-time activity) independent of each other as detailed below.
- ii. **Procedure for obtaining Digital Certificate:** Tenderer should obtain digital certificate to participate in the e-Tender. The procedure for obtaining Digital certificate is given in the web site <https://mmtc.abcprocure.com>. In case of any difficulty, the tenderers can either mail or talk to the Technical Support Engineer, whose contact details are given below.
- iii. **Procedure for Registering in E-Procurement portal:** Tenderer has to register with our E-procurement portal. For registering, please go to <https://mmtc.abcprocure.com> and follow the directions. In case of any difficulty either mail or talk to the Technical Support Engineer, whose contact details are given below.
- iv. For any assistance on e-bidding process, please contact **Mr. Himanshu, 9265562826, delhi.support@eptl.in** or below persons :-

e-Tendering Services (Uploading / Bidding)

S. No.	Vendor's Queries	Mobile & Landline No.	e-Mail Ids
1.	New Applicant/Bidder Registration (Portal Registration), Vendor's ID/ Profile Activation, Renewal of Vendor's ID.	+91-(79)- 68136833 +91-(79)- 68136850 +91-(79)- 68136878 +91-(79)- 68136823 +91-(79)- 68136849	support@abcProcure.com
2.	For Only, Technical Assistance related to e-Tender or e-Auction filling/ submitting (Offsite Team).	+91-93745 19729	pankesh@eptl.in Mr Pankesh Kumar fany.shah@eptl.in Mr. Fany Shah

- v. No Bid will be accepted after due date and time under any circumstances.

MMTC LIMITED,
DELHI REGIONAL OFFICE,
FLATTED FACTORY COMPLEX,
F-8-11, RANI JHANSI ROAD,
JHANDEWALAN NEW DELHI,
New Delhi-110055

STATEMENT SHOWING OFFICIALS FOR WHOM FIDELITY INSURANCE IS TO BE TAKEN FOR FINANCIAL YEAR 2021-22

S.NO.	LOCATION	NAME S/SHRI	DESIGNATION	Fidelity Coverage (Rs. IN LAKH)
1	I/C- MEDALLIONS	S.Alex Prabaharan	MANAGER	25.00
2	MEDALLIONS UNIT	B.B.SINGH	SR.OFFICE MANAGER	10.00
3	MEDALLIONS UNIT	SATISH KUMAR	JR. ASSISTANT	10.00
4	MEDALLIONS STORES	MANOHAR LAL SHARMA	OFFICE MANAGER	10.00
5	MEDALLIONS UNIT	GYANI MAHTO	WORKER	10.00
6	MEDALLIONS UNIT	CHANDREDEO RABIDAS	OPERATOR	10.00
7	I/C-CO SHOWROOM	Satish Vaidya	SR. MANAGER	25.00
8	CO SHOWROOM	DEVENDER KUMAR PANDEY	OPERATOR	10.00
9	CO SHOWROOM	UMESH PRASAD	Operator	10.00
10	I/C-JJC SHOWROOM	Rajesh Bisht	Chief Manager	25.00
11	JJC SHOWROOM	Sanjay Bhati	JR. ASSISTANT	10.00
12	JJC SHOWROOM	Arun Kumar	JR. ASSISTANT	10.00
13	JJC SHOWROOM	A.K. BHARDWAJ	ASSISTANT	10.00
14	I/C- SANCHI STORE	NITYA ANAND SINHA	SR. MANAGER	25.00
15	SANCHI STORE	V.S. Chauhan	CHIEF OFFICE MANAGER	10.00
16	SILVER MEDALLIONS	RAVINDER FOTEDAR	DY. MANAGER	25.00
17	SILVER MEDALLIONS	RAJ KUMAR MALIK	JR.ASSISTANT	10.00
18	GOLD CORPORATE	MS. SWATI BATHEJA	DY. MANAGER	25.00
19	DTA	RAJNEESH JAISWAL	MANAGER (F&A)	25.00
20	OGL	SURJAY SAHNI	DY. MANAGER (F&A)	25.00
21	INDIAN GOLD COINS	VIPIN BINDORIA	SR.MANAGER	25.00
22	ADMN DIVISION	YASHBIR SINGH	OPERATOR	10.00
			TOTAL:	3.55 CRORES

PRICE BID:

(On the letter head of the company by the authorized representative having power of attorney)

Tender for Insurance Coverage (Three Separate Policies) for various activities of MMTC Delhi Regional Office from 01-04-2021 to 31-03-2022

(Please note only those offers/quotes will be accepted who will quote for all three policies. Partial quote will be liable for rejection)

Sl. No.	Policy Required	Description	SI Value of Policy (Rs. In crores)	Quote for:	
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2.	Jewellery Block Insurance Policy	a) Vault of OGL (Gold/Silver) and DTA (Gold) and other vaults for Gold /Silver Medallions/Stores/Factory/Materials like Medallions/Bars/Silverwares/Sanchi/ b) Gold Jewellery/ Gold Coins etc in Retail Showrooms. c) Cash in hand d) Cash in transit e) Furniture, Fixtures & Fittings, Property in custody of brokers/cutters/agents/Fabrication etc. Locations: I. Ground Floor, First Floor, Second Floor and Third Floor of F&G Blocks, Flatted Factories Complex, Jhandewalan, Rani Jhansi Road, New Delhi – 110055 II. MMTC Showroom and extension counters at MMTC Corporate Office, Core-1, SCOPE Complex, Lodhi Road, New Delhi – 110 003 and showroom hut Jhandewalan Flatted Factory Complex III. NSEZ, NOIDA	140.00	Jewel lery Block	Declar ation Policy.

		<p><u>Note:</u></p> <ol style="list-style-type: none"> 1. Please quote rate including SF&SP and without SF&SP. 2. Please quote rate including terrorism and without terrorism. <p>The total value of Rs. 140 crores will be utilized by us in any items and at any locations within the said sum, MMTC can also add any location at its option. MMTC in case desire to increase the sum assured, the premium will be paid on pro-rata basis only.</p>			
3.	Fidelity Insurance	Officials of MMTC. Policy to cover discovery of loss	3.55	Fidelity Policy	
		Total:	218.55		crores

ADDENDUM / CORRIGENDUM NO. 01 DATED 12-03-2021**TO****TENDER REF NO.MMTC/DRO/INSURANCE/2021-22 DATED 09-03-2021.****Break-up of SI Value of Rs.140 crores of S.No. 2 Jewellers Block Insurance Policy as under:**

S.No.	Policy	Description	Break-ups (Rs.in crores)
Sl.No.2	Jewellers Block Insurance Policy	e) Vault of OGL (Gold/Silver) and DTA (Gold) and other vaults for Gold /Silver Medallions/Stores/Factory/ Materials like Medallions / Bars/Silverwares/ Sanchi/Gold Jewellery/ Gold Coins etc in Retail Showrooms.	130.00
		f) Cash in hand	0.50
		g) Cash in transit	0.50
		h) Furniture, Fixtures & Fittings, Property in custody of brokers/cutters/agents/Fabrication etc.	4.00
		Locations: iv) Ground Floor, First Floor, Second Floor and Third Floor of F&G Blocks, Flatted Factories Complex, Jhandewalan, Rani Jhansi Road, New Delhi – 110055 v) MMTC Showroom and extension counters at MMTC Corporate Office, Core-1, SCOPE Complex, Lodhi Road, New Delhi – 110 003 and showroom at Jhandewalan Flatted Factory Complex.	
		vi) NSEZ, NOIDA	5.00
		Total:	140.00

This Addendum/Corrigendum is the integral part of TENDER REF NO.MMTC/DRO/INSURANCE/2021-22 DATED 09-03-2021.

All other terms & conditions of the tender will remain unchanged.

ADDENDUM / CORRIGENDUM NO. 02 DATED 22-03-2021

TO

TENDER REF NO.MMTC/DRO/INSURANCE/2021-22 DATED 09-03-2021.

DESCRIPTION	PRE-REVISED	REVISED
Bid submission Start Closing Date & Time	09-03-2021 at 1400 hours 22-03-2021 at 1200 hours	09-03-2021 at 1400 hours 24-03-2021 at 1500 hours
Bid Opening Date & Time	22-03-2021 at 1230 hours at MMTC Limited, Delhi Regional Office, Flatted Factories Complex, Jhandewalan, New Delhi – 110055	24-03-2021 at 1530 hours at MMTC Limited, Delhi Regional Office, Flatted Factories Complex, Jhandewalan, New Delhi – 110055

This Addendum/Corrigendum is the integral part of TENDER REF NO.MMTC/DRO/INSURANCE/2021-22 DATED 09-03-2021.

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