

कोल इण्डिया लिमिटेड

महारात्न कम्पनी

(भारत सरकार का एक उपक्रम)

सी.एन्ड.एफ.डिविजन, कोल भवन, प्रेमिसेस नं - 04,

प्लॉट नं ए.एफ.- III, एक्शन एरीया 1ए,

निउटाउन, राजारहाट, कोलकाता - 700156

फोन: 033 – 23246640

फैक्स: 033-23246000 इमेल -gmcnf.cil@coalindia.in

वेबसाइट: www.coalindia.in



Coal India Limited

A Maharatna Company

(A Govt. of India Enterprise)

CLEARING & FORWARDING DIVISION

Coal Bhavan. Premises No. 04, Plot no AF-III,

Action Area 1A, New Town, Rajarhat Kolkata - 700156

PHONE: 033-23246640, FAX: 033- 23246000

EMAIL : gmcnf.cil@coalindia.in WEBSITE: www.coalindia.in

Corporate Identity No. L23109WB1973GOI028844

OPEN DOMESTIC e-TENDER ENQUIRY

Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021

Notice Inviting Tender for Conclusion of Rate contract valid for a period of 03(Three) years for Insurance coverage of imported consignments of CIL & its subsidiaries.

Sl. No.	Particulars	Date (DD/MM/YYYY)	Time (HH:MM)
1	Tender e-Publication date	13.07.2021	11:00
2	Document download start date	13.07.2021	11:00
3	Document download end date	29.07.2021	17:00
4	Bid Submission start date	13.07.2021	11:00
5	Bid submission end date	29.07.2021	17:00
6	Start date for seeking Clarification online	13.07.2021	11:00
7	Last date for seeking Clarification online	22.07.2021	17:00
8	Date of Opening of Tender	30.07.2021	11:00
9	Estimated Premium value(Payable Premium for three years)	Rs 45,00000.00(Rupees Forty Five Lakh only)	
10	Earnest Money Deposit	Not Applicable	
11	Pre Contract Integrity Pact	Not Applicable	

- 1 The offers have to be submitted online through the CIL's e-procurement portal website <https://coalindiaticenders.nic.in>. The tenderer has to get themselves enrolled on the above portal and follow the procedure laid therein for submission of offer. The Online Bidder Enrollment is free of cost and one-time activity only.
- 2 The complete tender document shall be available on the website of Coal India Limited (www.coalindia.in), Central Public Procurement Portal (www.eprocure.nic.in) and CIL's e-Procurement Portal (<https://coalindiaticenders.nic.in>). The offer made on the basis of such a tender document shall be considered valid for participating in the online tender on CIL's e-Procurement Portal (<https://coalindiaticenders.nic.in>). All bids are to be submitted on-line on E Procurement portal of Coal India Ltd, <https://coalindiaticenders.nic.in>. Mode of tendering is e-Bidding and type of bidding is Single stage single Bid System. No offline-Bids will be accepted during online submission of bid.
- 3 There will be no physical / manual sale of tender document. There is no Tender Fee and the bidders can download tender document free of cost from any of the websites mentioned above. There is no tender fee and the bidders can download the tender document free of cost.

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4 Interested eligible Bidders may obtain further information from the following office:

GM / HOD, C&F Division
Coal India Limited,
1st Floor, COAL BHAWAN,
Premises no: 04, Plot no. AF- III
Action Area: 1A, New Town, Rajarhat,
Kolkata – 700 156(WB), India
Fax: +9133- 23246000
Phone: +9133-23246640, Mobile: 8902494228/9433007124
Email address: gmcnf.cil@coalindia.in / ssamanta.cil@coalindia.in / niraj.k5326@coalindia.in
For Technical Support – Mobile: 9800262930

5 Bids must be submitted along with all supporting documents complete in all respect as mentioned in Tender document, Terms and Conditions and Instructions to Bidders (**Annexures at A to P**) for entering into Rate contract for Insurance coverage of imported consignments of CIL and its subsidiaries on as and when required basis, in the e-procurement portal online before or up to the scheduled time and date as mentioned above.

6 There is no provision to take out the list of parties who have downloaded the tender document from the above referred website. As such, bidders are requested to visit the website once again before the last date of submission of offer/due date of tender opening to ensure that they have not missed out any corrigendum issued against the said tender after they have downloaded the tender document. The responsibility of downloading the corrigendum, if any, will be of the bidder. No separate intimation in respect of corrigendum to the NIT (if any) will be sent to the bidders who have downloaded the tender document from website.

7. The bidders, in their own interest, are requested not to wait till the last moment for submission of bid to avoid last minute rush and local problems related to internet connectivity, law and order, strike, bundh etc. The Purchaser shall not be responsible, if bids could not be uploaded due to such local problems at the bidder's end.

8. Bids will be opened online at the scheduled time on the due date of opening as mentioned above. In the event of the scheduled due date of opening of bids being declared as a closed holiday for CIL's office or a "bundh", the due date for opening of bids will be the following working day at the scheduled time.

9. **Important Notes:**

- a) In case 3 Bids are not received within the originally stipulated time, the due date of tender shall be extended by four days automatically by the system.
- b) Even after granting extension of four days, if less than 3 bids are received, tender shall be considered for opening.
- c) In case no offer is received, tender will be cancelled.
- d) All entries in the quotation should be entered at on-line submission form without any ambiguity.
- e) Tender cannot be accessed on-line after the **DUE DATE** and **TIME** of submission stipulated above.
- f) Any order resulting from this enquiry shall be governed by the terms and conditions in order & enquiry.
- g) Where counter terms and conditions have been offered by the supplier, the purchase shall not be governed by them unless specific acceptance has been given in writing in the order by the purchaser. No deviations to the terms & conditions are allowed.
- h) The Company has the right to cancel the enquiry or extend the due date of receipt of offer and / or opening of tender without assigning any reason thereof.
- i) All the details of Techno-Commercial bid and Price bid will be kept preserved in the archives for auditing purposes and the same can be accessed with special authorization. The IP address of all the bidders who has participated in the bid along with timing and date will also be kept preserved in the system.

10. **Code of Integrity for Public Procurement (CIPP):**

CIL, its subsidiaries as well as bidders, contractors, suppliers and consultants under contract with CIL or its subsidiaries shall observe the highest standard of ethics during the procurement and/or execution of such contracts.

In pursuit of this policy, for the purpose of this provision, the terms set forth below are defined as follows:

- i) "Corrupt Practice" means making offers, solicitation or acceptance of bribe, rewards or gifts or any material benefit, in exchange for an unfair advantage in the procurement process or to otherwise influence the procurement process or contract execution.

- ii) "Fraudulent Practice" means any omission or misrepresentation that may mislead or attempt to mislead so that financial or other benefits may be obtained or an obligation avoided. This includes making false declaration or providing false information for participation in a tender process or to secure a contract or in the execution of a contract;
- iii) "Anti-competitive Practice" means any collusion, bid rigging or anti-competitive arrangement, or any other practice coming under the purview of The Competition Act 2002, between two or more bidders, with or without the knowledge of the Purchaser, that may impair the transparency, fairness and the progress of the procurement process or to establish bid prices at artificial, non-competitive levels;
- iv) "Coercive Practice" means harming or threatening to harm, directly or indirectly, at any stage, persons or their property to influence their participation in the procurement process or affect the execution of a contract;
- v) "Conflict of interest" means participation by a bidding firm or any of its affiliates that are either involved in the consultancy contract to which this procurement is linked; or if they are part of more than one bid in the procurement; or if the bidding firm or their personnel have relationships or financial or business transactions with any official of Procuring Entity who are directly or indirectly related to tender or execution process of contract; or improper use of information obtained by the (prospective) bidder from the Procuring Entity with an intent to gain unfair advantage in the procurement process or for personal gain; and
- vi) "Obstructive practice" means materially impede the Procuring Entity's investigation into allegations of one or more of the above mentioned prohibited practices either by deliberately destroying, falsifying, altering; or by concealing of evidence material to the investigation; or by making false statements to investigators and/ or by threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation; or by impeding the Procuring Entity's rights of audit or access to information.

Procuring authorities, as well as bidders, suppliers, contractors and consultants, are obliged under Code of Integrity for Public Procurement to suo moto proactively declare any conflicts of interest (coming under the definition mentioned above - pre-existing or as and as soon as these arise at any stage) in any procurement process or execution of contract. Any bidder must declare any previous transgressions of such a code of integrity with any entity, in any country, during the last three years, or of being debarred by any other Procuring Entity. Failure to do so would amount to violation of this code of integrity.

- 11. Job serial number must be maintained in the offer and rate must be quoted in the same unit as mentioned in the said table otherwise the offer will stand rejected.
- 12. **Earnest Money Deposit (EMD):** With respect to OM no. F.9/4/2020-PPD dated 12.11.2020 of MoF and CIL's Office Order ref. no. CIL/C2D/Purchase Manual2020/2086/ dated 26.11.2020, **all the bidders** are required to sign a **Bid Securing Declaration** as per **Annexure-L** in place of depositing Bid Security / EMD.
 - ~~1. The value of Earnest Money to be deposited by the tenderer is specified in the NIT. Specified amount of EMD shall be submitted online through payment gateway provided at Coal India Limited's e-procurement Portal (<https://coalindiaticenders.nic.in>) during online submission of bid.~~
 - ~~2. The EMD has to be deposited online only within the last date and time for submission of online offer. In the Online mode, the bidder can make payment of EMD through net banking from designated Bank or through NEFT / RTGS from any scheduled Bank. In case of payment through net banking, the money will be transferred to CIL's Bank Account. In case of payment through NEFT/ RTGS, the bidder will have to make payment as per the Challan generated by system one Procurement portal before submission of bid. Bidder will be allowed to submit its bid only when the EMD is successfully received in CIL / Subsidiary Company's designated account and the information flows from Bank to e-procurement system.~~
 - ~~3. In case of foreign bidders, they may remit the EMD in equivalent USD to purchaser's account and should upload Transaction reference number / Documentary evidence showing such remittance along with the offer. The remittances of EMD of USD to purchaser's account shall be the net remittance excluding all commissions, costs and charges levied by the intermediary banks.~~
 - ~~4. In case of exemption of EMD, the self attested scanned copy of document in support of exemption will have to be uploaded by the bidder during bid submission which will be verified along with bid documents. However, this option is to be enabled only in those cases where the exemption to EMD to some bidders is allowed as per NIT.~~
 - ~~5. Submission of EMD is exempted for a tender value up to Rs. 2 lakhs.~~
 - ~~6. Exemption from submission of EMD:~~

S.No.	Category of bidders	Documents against exemption of EMD
1.	State / Central Government Organizations / PSU	Upload Self declaration
2.	NSIC registered Firms	Upload self attested copy of Valid and Complete NSIC Registration certificate
3.	Ancillary Units of BCCL	Upload digitally signed self attested copy of Valid and complete Ancillary Status certificate
4.	Micro / Small Enterprises [MSE]	Valid Registration certificate by District Industries Centers or Khadi and village Industries Commission or khadi and village Industries Board or Coir Board or National Small Industries Corporation or Directorate of Handicrafts and Handloom or firms having Udyog Aadhaar Memorandum or any other body specified by Ministry of MSME (self-certified). This Policy is meant for procurement of only goods produced and services rendered by MSEs and not for any trading activities by them.
5.	Overseas OEM/OPM and their authorized agent / distributor / dealer in India.	Authorization from the Overseas OEM/OPM to quote for the tender.

The offers submitted shall be considered valid only when accompanied by EMD as per the details mentioned above in the form of e payment or relevant documentary evidence for exemption of EMD. In case of non-submission of the EMD or documentary evidence towards exemption of EMD as detailed above the tender shall be treated as non responsive and will not be processed further.

7. ~~Refund of Earnest Money Deposit~~

1. ~~EMD furnished by all unsuccessful tenderers shall be returned to them without any interest whatsoever, at the earliest but not later than 30 days after finalization of tender. EMD of the successful tenderer should be returned, without any interest whatsoever, after receipt of security deposit from it as called for in the contract.~~
2. ~~The EMD of successful bidder and also foreign bidders will be refunded through e payment for which the bidders will have to upload the Mandate Form with Bank details. In case of e procurement, EMD of unsuccessful bidders will be refunded through e procurement portal/system.~~

8. Forfeiture of Earnest Money Deposit:

As EMD has been waived in lieu of forfeiture of EMD the tenderer / Bidder shall be banned for a period of two years for subsequent bids in CIL and its subsidiaries for the following reasons:

The EMD shall be forfeited:-

1. If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of his tender.
2. If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity: -
 - a) Fails to sign the contract within 30 days from the date of notification of award; or Fails to submit order acceptance within 30 days from the date of order; or Refuses to accept/execute the contract
 - b) Fails to furnish the Security Deposit for the due performance of the contract within the specified period.

13. **Security Deposit:** The successful tenderer will deposit interest free Security Deposit equivalent to 03(Three) % of the Annualized contract value in the form of Demand Draft/ Banker's Cheque in favour of **COAL INDIA LIMITED**, payable at Kolkata or Bank Guarantee in the CIL's approved format (**Annexure I**) valid for 42 months (36+6) from the date of issue of BG/DD/BC, which may be extended, if so required.

The Security Deposit should be submitted within 15 days of issuance of contract. In case the firm fails to submit the security deposit, their EMD will be forfeited and action may be initiated for alternate arrangement and the performance of the defaulting firm will be recorded for future dealings with them.

The Security Deposit / Bank Guarantee will be refunded/ released on satisfactory execution of the contract and after completion of BG period. However, for unsatisfactory performance and/or contractual failure, the security deposit shall be forfeited.

Please refer Annexure-C, Point C3, Terms and Conditions section of the NIT for more details.

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14. **Eligibility Criteria:** To be considered qualified to successfully execute the contract, the bidder will have to upload certificates/ testimonials/ documents mentioned in Annexure-A in the folder named “Eligibility Docs”.
15. The offers are to be submitted on line through our e-procurement service provider portal as laid down in ‘Instruction to Bidders’.
16. **ONE BID PER BIDDER**

Each Bidder shall submit only one Bid, either individually, or as a partner in a partnership firm or a partner in a Joint Venture or a Public Ltd/Private Ltd. company or any legal entity. A Bidder who submits or participates in more than one Bid will cause all the proposals with the Bidder's participation to be disqualified.
17. **SITE VISIT:** The Bidder, at the Bidder's own responsibility, cost and risk, is encouraged to visit the Site (Areas of subsidiary companies) to obtain all information that may be necessary for preparing the Bid and entering into a contract for execution of the Works. The costs of visiting the Site shall be at the Bidder's own expense.
18. Scanned copy (PDF) of supporting documents duly digitally signed should be uploaded in the Folder provided for this purpose. However, CIL reserves the right to verify such documents with the original, if necessary. Bidder has to submit the originals to CIL on demand.
19. Documents as per the terms of the NIT to be uploaded only. Any additional document other than what is mentioned in the electronic templates/offer sheet, shall be ignored.
20. In case the Bidder uploads self-attested copies of registration/approval certificate of IRDA, MSME etc. and other independent statutory bodies of Govt. of India, along with the tender, such documents should be duly attested by Notary Public, which shall be accepted as an authentic document.
21. The offer should be submitted strictly as per the terms & conditions laid down in the tender document and its annexures failing which the offer will be liable for rejection. No deviation of the terms and conditions of the tender document is acceptable. Terms and conditions which are in deviations of the tender terms are liable for rejection.
22. **Opening of Bid:**
 - i) Tenders [**Cover-I**] & [**Cover-II**] will be decrypted and opened online by the Bid Openers with their Digital Signature Certificate (DSC) on the pre-scheduled date & time of tender opening.
 - ii) The e-Procurement system will evaluate the Techno-commercial bids automatically on the basis of relevant data provided by the bidder while submitting the bid online. If the parameters furnished by bidder online in an objective and structured manner does not confirm to the required eligibility criteria as specified in the NIT, the bid will be automatically rejected by the system and the Price-bid of such bidders shall not be opened by the system.
 - iii) After decryption and opening of bids, the system will prepare a comparative statement indicating the lowest price quoted by L-1 bidder and the total number of bids received/opened.
23. **Clarification of Bids / Shortfall / Confirmatory Documents:**
 1. During evaluation and comparison of bids, the purchaser may ask the bidder for clarifications on the bid. The request for clarification shall be communicated to the bidder via the purchase portal, asking the bidder to respond by a specified date, and also mentioning therein that, if the tenderer does not comply or respond by the date, his tender will be liable to be rejected. Depending on the outcome, such tenders are to be ignored or considered further. No change in prices or substance of the bid shall be sought, offered or permitted. No post-bid clarification at the initiative of the bidder shall be entertained.
 2. The shortfall information/ documents shall be sought only in case of historical documents which pre-existed at the time of the tender opening and which have not undergone change since then. (Example: if the Permanent Account Number, registration with sales tax / VAT / GST has been asked to be submitted and the tenderer has not provided them, these documents may be asked for with a target date as above).
 3. So far as the submission of documents is concerned with regard to qualification criteria, after submission of the tender, only related shortfall documents should be asked for and considered. For example, if the bidder has submitted a supply order without its completion / performance certificate, the certificate related to that supply

order can be asked for and considered. However, no new supply order should be asked for so as to qualify the bidder.

4. For this purpose, one chance of 7x24 hours duration shall be given to the bidders to upload these clarifications / shortfall documents.

The above documents will be specified on -line under the link "Upload shortfall / confirmatory document" indicating the start date and end date for on-line by bidder. The bidders will get this information on their personalized dashboard. Additionally, information shall also be sent by system generated e-mail and SMS, but it will be the bidder's responsibility to check the updated status / information on their personalized dash board at least once daily after opening of bid. No separate communication will be made in this regard. Non-receipt of email and SMS will not be accepted as a reason of non-submission of documents within prescribed time. The bidder will upload the requested documents within the specified period and no additional time will be allowed in this regard for on-line submission of documents after one chance of 7x24 hours duration.

24. Relaxation from above Proven-ness criteria (for Prior Experience / Turnover) for Startup and Micro & Small Enterprises (MSEs):

A. As per Provision of Policy Circular No.1 (2) (1)/2016-MA dated 10th March 2016 issued by Ministry of Micro, Small and Medium Enterprises, Government of India, prior experience and turnover criteria is not applicable for Startups & MSEs bidders in respect of either of the following situation and no further documents regarding proven-ness will be required to be submitted by these category of bidders:

- a) If bidder submits documents to prove the Startup/MSE status for the tendered item without certificate towards quality, assurance and capability from some authority like MSME, NSIC etc., BCCL, if needed, may access the techno-commercial capability of such bidders to manufacture and deliver goods as per the prescribed quality and technical specification before awarding the contract. For this purpose MSE/Startup should submit the required details as per 'Proforma for Equipment and Quality Control' (*Annexure-A11*).
- b) If favorable technical capability reports obtained earlier on such firms for supply of the tendered item(s) as per the required specification is available, these may be considered, provided the date of such reports are not more than one year from the date of opening of bids.

In case there is deficiency in technical capability of the firm, the same will be communicated, clearly indicating that the offer cannot be considered for relaxation against the tender. It will be bidder's responsibility to make suitable improvements in the quality of their product for future tenders. The issues related to technical capability are to be decided by the Head of Technical Department.

- c) If bidder submits documents to prove the Startup/MSE status for the tendered item and their products are ISI marked / DGMS approved / Proven in CIL or its Subsidiary companies / Proven product of the ancillary unit of a Subsidiary Company of CIL, they will be required to submit the following applicable related documents, duly notarized, for relaxation from the criteria of prior experience and prior turnover:
 - A valid BIS Marking License for the quoted items on them. OR
 - Rate Contract as issued by CIL/any other subsidiary for the quoted items on them. OR
 - A valid DGMS approval certificate for the quoted items on them. OR
 - Proven Ancillary certificate issued by Subsidiary Companies for the quoted items on them.

The Document(s)/Certificate(s), by the bidders for ISI marking and DGMS approval for any relaxation should be valid as on date of tender opening and a copy of such Document/Certificate valid as on date of supply duly notarized, must accompany their bill(s).

B. Important Notes:

- i) Definition of MSEs shall be as per Public Procurement 2012 with subsequent amendments if any.
- ii) Startups means an entity, incorporated or registered in India not prior to ten years, with annual turnover not exceeding Rs100 cores in any preceding financial year, working towards innovation, development or improvement of products or processes or services, or if it is a scalable business model with a high potential of employment generation or wealth creation. Provided that such entity is not formed by splitting up, or reconstruction of a business already in existence. Provided also that an entity shall cease to be a startup if its turnover for the previous financial years has exceeded Rs100 crores or it has completed 10 years from the date of incorporation/ registration. In order to avail benefits provided to Startups, the entity is to be recognized by DPIIT [GSR No. 127(E) dated 19.02.2019 of Gazette of India].
- iii) Meaning of the term "Entity"-
 - Private Limited Company (under the Companies Act, 2013) or a
 - Registered Partnership Firm (under The Indian Partnership Act, 1932) or a
 - Limited Liability Partnership (under The Limited Liability Partnership Act, 2008)

C. Following documents to be submitted by MSEs /Startups for proof of being MSEs/Startup:

1. MSE bidders have to submit valid documentary evidence, like UAM, EM Part-II by DIC etc. Definition of MSEs shall be as per Public Procurement 2012 with subsequent amendments if any. OR
2. Startup bidders have to submit valid documentary evidence (like startup recognition documents/ startup certificate etc.) for tendered/quoted item(s) as per definition & Eligibility of Startup in line with OM vide letter no. F-20/2/2014 PPD (pt.) dt.25.07.2016 of under Secretary, GOI with subsequent amendments, if any.
3. Startup bidders have to submit Incorporation/ Registration Certificate of company incorporation certificate (if applicable) and following startup self-certificate:

Startup self-certification:

I certify that our entity-

- *has not been incorporated for more than 10 years; and*
- *is working towards innovation, development or improvement of products or processes or services, or if it is a scalable business model with a high potential of employment generation or wealth creation; and*
- *has not formed the entity by splitting up or reconstruction of a business already in existence;*
- *Our annual turnover has not exceeding INR 100 Crore in any preceding financial year.*

**Self-certificate: The tenderer shall also submit self-certificate to the following extent online:
“The item covered in the supply order copies enclosed with our offer has been fully executed without any complaint on account of performance of the products.”**

Failure to submit the above documents may render a tender unacceptable.

D. Following documents to be submitted by MSEs /Startups for proof of establishing the quality assurance and technical capability in support of their offer for the tendered/quoted item (s):

1. Certificate towards quality assurance & capability from some authority like MSME, NSIC etc. for the quoted items; OR
2. Any favorable technical capability reports given earlier to bidder for supply of the tendered item(s) as per the required specification is available, these may be considered, provided the date of such reports are not more than one year from the date of opening of bids; OR
3. If bidders have submitted documents to prove Startup/MSE status and whose products are ISI marked / DGMS approved / Current holding Rate Contract with CIL or its subsidiaries for supply of tendered items/supplied and proven in CIL or Subsidiary companies /proven product of the ancillary unit of a subsidiary company of CIL.

They will be required to submit the applicable related documents duly notarized for relaxation.

- Valid BIS Marking License for the quoted items on them; OR
- Rate Contracts issued by CIL/Any other subsidiary of CIL for the quoted items on them; OR
- Valid DGMS approval certificate for the quoted items on them; OR
- Proven ancillary certificates issued by subsidiary companies for the quoted items on them

The documents /certificate(S) submitted by the bidder for ISI marking & DGMS approval for any relaxation should be valid as on date for tender opening and a copy of such document(s)/ certificate(s), valid as on date of supply duly notarized must accompany their bill(s).

25. **Purchase Preference:**

A. Purchase Preference to MSE Enterprise

1. As per provision of Micro, Small and Medium Enterprises Development Act, 2006, the vendors should confirm their Registration Number along with the name of their Registering Authority. They should also attach a duly self-certified copy (certified by the Chief Executive of the Enterprise) of the valid registration certificate with each invoice against each dispatch of all purchase orders.
2. 25% of the tendered quantity shall be reserved for procurement from participating Micro & Small Industries subject to their quoting price within the price within the price band of L1+15% and bringing down their price to L-1 price in a situation L-1 price is from someone other than a Micro and small enterprises, the supply shall be shared proportionately (to tendered qty)
3. Out of 25% of this quantity, 4% and 3% shall be procured from Micro & Small Enterprises owned by the Scheduled Caste or the Scheduled Tribe (SC/ST) and women entrepreneurs respectively provided they

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meet the tender requirement and L-1 price. In event of failure of such Micro & Small Enterprises to participate in tender process or meet tender requirement and L-1 price, this 4% and 3% requirement earmarked for Micro & small Enterprises owned by SC/ST and women entrepreneurs respectively shall be met from other Micro & Small Enterprises. MSEs would be treated as owned by SC/ ST entrepreneurs if:

- a. In case of proprietary MSE, proprietor(s) shall be SC/ST.
- b. In case of partnership MSE, the SC/ ST partner(s) shall be holding at least 51 % shares in the unit.
- c. In case of Public Limited Companies, at least 51 % share shall be held by SC/ ST entrepreneurs at any given point of time.

The firm has to submit a copy of Entrepreneurs memorandum certificate i.e. EM -Part-2 issued by District Industries Centre to claim their status as "MICRO" & "SMALL" Entrepreneurs. "SC" & "ST" Entrepreneurs etc. has to submit necessary cast certificate issued by State Authorities.

4. All Micro and small Enterprises (MSEs) who are having Udyog Aadhar memorandum shall be given all benefits available under Procurement Policy for MSEs Order 2012. The registration / Acknowledgment copy for the same to be uploaded along with the offer.
5. It is clarified that if L-1 price is quoted by an MSE, then the MSE who quotes L-1 price will get the opportunity for full supply. However, if there are ancillary units within L-1+15% price band, then 20% quantity shall be distributed among them at L-1 price.
6. Further, in case of non-divisible tenders, an MSE quoting in the price band of L-1+15% may be awarded for full/ complete supply of tendered value, considering the spirit of policy for enhancing the government procurement from MSEs, subject to bringing down of price to L-1 by the MSE concerned.
7. Where any Aggregator (one who sells the products coming directly from the manufacturers. MSME appoints aggregators for the specific items.), appointed by the Ministry of MSME, themselves quote on behalf of some MSE units, such offers will be considered as offers from MSE units and all such facilities would be extended to these also.
8. This Policy is meant for procurement of only goods produced and services rendered by MSEs and not for any trading activities by them. An MSE Unit will not get any purchase preference over another MSE Unit.

B. Purchase Preference to Ancillary Units:

1. The participating ancillary units within the price band of L-1+15% shall also be allowed to supply a portion of requirement by bringing down their price to L-1 price in a situation where L-1 price is from someone other than an Ancillary. Such Ancillary shall be allowed to supply up to 25% of total tendered value over and above the 25% value reserved for MSEs. In case of more than one such ancillary unit, the supply shall be shared proportionately (to tendered quantity).
2. If L-1 price is quoted by an ancillary unit, then the ancillary who quoted L-1 price will get the opportunity for full supply. However, if there are MSEs within L-1+15% price band, then 25% tender quantity shall be awarded to them subject to their matching L-1 price.
3. If L-1 price is quoted by an MSE, then the MSE who quotes L-1 price will get the opportunity for full supply. However, if there are ancillary units within L-1+15% price band, then 25% quantity shall be distributed among them at L-1 price.

C. Purchase Preference to Make In India:

1. Under 'Make in India' policy of Government of India, Purchase Preference will be given to eligible bidders as per Public Procurement (Preference to Make in India), Order 2017 issued vide order No. P-45021/2/2017-B.E.-II dated 15th June 2017 of Department of Industrial Policy and Promotion, Ministry of Commerce and Industry & vide order no. P-45021/2/2017-PP (BE-II) dated 16th September, 2020 of Department for Promotion of Industry and Internal Trade, Ministry of Commerce and Industry, Government of India.
2. In terms of the above said policy, in the procurements of goods or works, which are divisible in nature, the 'Class-I local supplier' shall get purchase preference over 'Class-II local supplier' as per following procedure:
 - i) Among all qualified bids, the lowest bid will be termed as L1. If L1 is 'Class-I local supplier', the contract for full quantity will be awarded to L1.
 - ii) If L1 bid is not a 'Class-I local supplier', 50% of the order quantity shall be awarded to L1. Thereafter, the lowest bidder among the 'Class-I local supplier' will be invited to match the

Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021

L1 price for the remaining 50% quantity subject to the Class-I local supplier's quoted price falling within the margin of purchase preference, and contract for that quantity shall be awarded to such 'Class-I local supplier' subject to matching the L1 price. In case such lowest eligible 'Class-I local supplier' fails to match the L1 price or accepts less than the offered quantity, the next higher 'Class-I local supplier' within the margin of purchase preference shall be invited to match the L1 price for remaining quantity and so on, and contract shall be awarded accordingly. In case some quantity is still left uncovered on Class-I local suppliers, then such balance quantity may also be ordered on the L1 bidder.

Note: The margin of purchase preference shall be 20%.

3. In the procurements of goods or works, which are not divisible in nature, the 'Class-I local supplier' shall get purchase preference over 'Class-II local supplier', as per following procedure:
 - i) Among all qualified bids, the lowest bid will be termed as L1. If L1 is 'Class-I local supplier', the contract will be awarded to L1.
 - ii) If L1 is not 'Class-I local supplier', the lowest bidder among the 'Class-I local supplier', will be invited to match the L1 price subject to Class-I local supplier's quoted price falling within the margin of purchase preference, and the contract shall be awarded to such 'Class-I local supplier' subject to matching the L1 price.
 - iii) In case such lowest eligible 'Class-I local supplier' fails to match the L1 price, the 'Class-I local supplier' with the next higher bid within the margin of purchase preference shall be invited to match the L1 price and so on and contract shall be awarded accordingly. In case none of the 'Class-I local supplier' within the margin of purchase preference matches the L1 price, the contract may be awarded to the L1 bidder.
 - iv) "Class-II local supplier" will not get purchase preference in any procurement, undertaken by procuring entities.

Note: The margin of purchase preference shall be 20%.

Bidders are required to submit declaration as per Annexure-P

26. Modification and Withdrawal of Bid:

Modification of the submitted bid shall be allowed on-line only before the deadline of submission of tender and the bidder may modify and resubmit the bid on-line as many times as he may wish. Bidders may withdraw their bids online within the end date of bid submission. However, if the bidder once withdraws their bid, they will not be able to resubmit the bid in that particular tender. For withdrawal of bid after the end date of bid submission, the bidder will have to make a request in writing to the Tender Inviting Authority. Withdrawal of bid may be allowed till issue of work order/LOA with the following provision of penal action:

- a). If the request of withdrawal is received before online notification for opening of price bid, bidder shall be banned for minimum two years from being eligible to submit bids in CIL and its subsidiaries. The Price-bid of remaining bidders will be opened and the tender process shall go on.
- b). If the request of withdrawal is received after online notification for opening of price bid, bidder shall be banned for minimum two years from being eligible to submit bids in CIL and its subsidiaries. The Price-bid of all eligible bidders including this bidder will be opened and action will follow as under:
 - i). If the bidder withdrawing its bid is other than L1, the tender process shall go on.
 - ii). If the bidder withdrawing its bid is L-1, then re-tender will be done.
 - iii). If L1 bidder backs out, bidder shall be banned for minimum two years from being eligible to submit bids in CIL and its subsidiaries.

If any MSE Bidder withdraws its bid after last date of bid submission or fails to sign the Agreement or commence the work as per Conditions of Contract then such Bidder shall be banned for a minimum period of 2 years in line with Guidelines for Banning of Business.

The Mode of Withdrawal:

A. Online Withdrawal of Bids:

a. The system of online withdrawal is available on the portal up to end date of bid submission, where any bidder can withdraw his/her bid which will attract no penal action from department side.

B. Offline Withdrawal of Bids:

a. A partner of bidder (in case of JV/Consortium and partnership firms) whose DSC is registered on the e-Procurement portal can access the portal for online withdrawal but when there is a split in the business relationship, the partners whose DSC is not registered on the portal do not have the option of online withdrawal of bid. Hence such partners may opt to use offline method of withdrawal of his/her offer (or express his/her disassociation from the bidder organization).

b. Till a fully functional system of online withdrawal of bid (beyond end date of bid submission and till award of contract) is not developed and implemented, offline withdrawal shall also be considered.

Acceptance of withdrawal: The Company will decide:

a. Whether the request for withdrawal of offer has been received from right source and authentic. For this purpose, a letter is to be sent by registered post/speed post to the bidder on the address as given by him in the enrollment page of e-Procurement portal, allowing 10 days' time to confirm the withdrawal. If the bidder does not confirm the withdrawal within the stipulated period, then it should be construed that there is no withdrawal of bid. In case the withdrawal/disassociation from the firm (Joint Venture/Consortium or Partnership firm) has been submitted by any other partner then also the confirmation has to be sought from the bidder and if bidder wants to deny the withdrawal/disassociation from the JV/Consortium or the partnership firm then the bidder shall be required to furnish a legally acceptable document signed by all the partners of the firm to substantiate his/her claim.

b. Whether the withdrawal is due to the reason other than to support any mala fide intention of any participating bidder such as participating or supporting a cartel formation etc.

c. If the mala fide intentions in the withdrawal are apprehended then the tender should be cancelled apart from other penal action.

d. If no mala fide intentions in the withdrawal are apprehended then the penal action.

27. Conditional discounts shall not be considered. If a bidder offers a discount unilaterally after submission of bid, the discount shall not be considered for evaluation of offers but shall be availed if order is placed on such tenderer.

28. CIL reserves its right to physically and by any other method (as applicable) to verify the documents and in the event of the results of verification not matching with the information submitted in the offer, suitable penal action may be taken including cancellation of order, Banning/Suspension of Business of the tenderer.

29. CIL reserves the right to reject or accept or withdraw the tender in full or part as the case may be without assigning reason thereof.

30. Guidelines for Banning of Business

CIL and its Subsidiary Companies shall follow the following guidelines for effecting 'Banning of Business' with a contracting entity in respect of Works and Services Contracts.

1. Observance of Principle of Natural Justice before banning the business dealings with any contracting entity.
2. The contracting entity may be banned in the following circumstances :-
 - i. If bidder backs out after notification of opening of price bid and if that bidder is found to be L-1.
 - ii. If L-1 bidder fails to submit PSD and APSD, if any and/or fails to execute the contract within stipulated period.
 - iii. If L-1 bidder fails to start the work on scheduled time.
 - iv. In case of failure to execute the work as per mutually agreed work schedule.
 - v. Continued and repeated failure to meet contractual Obligations:

- a. In case of partial failure on performance, agency shall be banned from future participation in tenders keeping his present contract alive.
 - b. On termination of contract.
 - vi. Wilful suppression of facts or furnishing or wrong information or manipulated or forged documents by the Agency or using any other illegal/unfair means.
 - vii. Formation of price cartels with other contractors with a view to artificially hiking the price.
 - viii. The contractor fails to maintain/repair/redo the work up to the expiry of performance guarantee period, when it is specifically brought to his notice.
 - ix. Contractor fails to use Mobilisation advance given to him for the purpose it was intended.
 - x. Contractor fails to renew the securities deposited to the department.
 - xi. The contractor fails to rectify any lapse(s) in quality of the work done within defect liability period.
 - xii. Transgression of any clause(s) relating to Contractor's obligation defined in the Integrity Pact wherever such Pact exists.
 - xiii. Any other breach of Contract or misdeed which may cause financial loss or commercial disadvantage to the Company.
3. Such 'Banning of Business', if and when effected, shall be with prospective effect only. The effect of 'Banning of Business' shall be for future tenders from the date of issue of such Order. However, if any contracting entity is banned after online notification of opening of Price Bid, such a ban will not be effective for that work.
4. The banning shall be for a minimum period of one year and shall be effective for the concerned Subsidiary for the tenders invited at Subsidiary level. Similarly, in case of tenders of CIL HQ, banning shall be for CIL HQ. However, if such 'Banning of Business' has to be made effective for entire CIL and its Subsidiaries then approval of Chairman, CIL shall be required.
5. Once a contracting entity is banned, it shall be extended to the constituents of that entity, all partners in case of Joint Venture, all the partners in case of Partnership Firm, owner/proprietor in case of Proprietorship Firm and all the Directors in case of Limited Company. If such banned owner/Proprietor/ Partner/Director make/form different Firms/entity and attempts to participate in tenders, the same will not be entertained during the currency of such banning.
6. The above 'Banning of Business' shall be in addition to other penal provisions of NIT/Contract document.
7. **Approving Authority:** The 'Banning of Business' of a contracting entity shall be done with the approval of the Competent Authority as per the details below:
- a. In case the Accepting Authority of the work is Board or Empowered Committee or FDs or CMD of CIL/Subsidiary Company, then the Competent Authority for banning shall be CMD of CIL/Subsidiary Company.
 - b. In case the Accepting Authority of the work is up to the level of Director of CIL/Subsidiary Company, then the Competent Authority for banning shall be Director of CIL/Subsidiary Company.
8. Appellate Authority shall be one Rank higher than the Competent Authority meant for 'Banning of Business'. In case the banning is done with the approval of CMD of the Subsidiary Company then Chairman, CIL shall be the Appellate Authority.
9. Any change on the above may be done with approval of FDs of CIL.
10. All the orders of banning or orders passed in appeal shall be marked to GM(C&F) CIL. Further, all such orders will be uploaded in Coal India site as well website of the Subsidiary Company.
11. Efforts shall be made by the concerned Department so that such order is linked to e-tender portal of Coal India Limited.

31. **PLACEMENT OF ORDER:**

The Work order to the successful L-1 bidder/s will be issued and the scanned copy of the Work order will be uploaded on the e-tender portal and the original copy will be sent to the bidder/s through registered/speed post.

Other terms and conditions shall be as per stipulation at Annexure enclosed herewith.

**For & on behalf of COAL INDIA LIMITED,
CLEARING & FORWARDING DIVISION**

(Signature)

Annexures of the NIT:

a) Eligibility Requirement	- Annexure 'A'
b) Scope of Work	- Annexure 'B'
c) General Terms and Conditions (GTC)	- Annexure 'C'
d) Instruction to Bidders (ITB)	-Annexure 'D'
e) Format for Bank Details for electronic payment	- Annexure 'E'
f) Format of DSC Certificate	-Annexure 'F'
g) Format of Letter of Bid (LOB)	-Annexure 'G'
h) Format of Undertaking	- Annexure 'H'
i) Format of Bank Guarantee	-Annexure 'I'
j) Format of Service Level Agreement (SLA)	- Annexure 'J'
k) List of Subsidiary companies of CIL with final destination	- Annexure 'K'
l) Bid Security Declaration	- Annexure 'L'
m) Banned/Delisted/put on Holiday	- Annexure 'M'
n) Format of TPS	- Annexure 'N'
o) Format of BOQ	- Annexure 'O'
p) Format of Local content	-Annexure 'P'

Sl. No.	ELIGIBILITY REQUIREMENT Annexure 'A'
	<p>The Bidder should possess following eligibility requirements to qualify for the Contract. In support of this, bidder should upload scanned copies of the following certificates/ testimonials/ documents in the Folder named “ELIGIBILITY DOCS” provided in the e-procurement portal.</p>
A.1.	<p>The Bidder should be registered Indian Insurer in accordance with the Insurance Act and approved by IRDA (Insurance Regulatory & Development Authority) as Non –life insurer and should have a license to carry out insurance Business in India under non-life sector. Copy of valid IRDA Registration /License in the name of bidder is to be uploaded.</p>
A.2.	<p>The Work Experience: Not applicable</p> <p>The bidder must have in its name or proportionate share as a member of JV/Consortium, experience of having successfully executed (includes completed / ongoing) works of similar nature (i.e. Rate Contract for Marine Insurance of imported consignments with Govt. Deptt/ Undertaking/ Private Organization) valuing 65% of the annualized estimated turnover of Imports / Sum Insured against Marine Cargo Open Cover for imports (OC) .i.e item 01 of the work put to tender in any year (consecutive 365 days) during last 7 (seven) years ending last day of month previous to the one in which bid applications are invited.</p> <p>“Annualized value” of work shall be calculated as the “Estimated value/Period of completion in Days x 365”</p> <p>The value of executed works shall be given a simple weightage to bring them at current price level by adding 5% for each completed year (Total no of days/365) after end date of experience till the last day of month previous to one in which e tender has been invited.</p> <p>Information to be furnished by the bidder online :-</p> <ol style="list-style-type: none"> 1. Start date of the year for which work experience of bidder is to be considered for eligibility. 2. Start & end date of each qualifying experience (similar nature) 3. Work Order / Agreement Number of each experience 4. Work Order Issuing authority of each experience 5. % share of experience (100% in case of proprietor or a partner in a partnership firm and the actual % of share in case of a Joint Venture / Consortium) 6. Executed Value of work against each experience 7. In case the bidder is a joint venture, the work experience of any one, two or three of the individual partners of JV or the JV itself may be furnished as the work experience of the bidder. 8. The work experience furnished by the bidder shall be inclusive of GST/Service tax <p>Documents to be furnished by the bidder in pdf form in Eligibility Docs :-</p> <p>For work experience bidders required to submit copy of Rate Contract/Policy for Marine Insurance of imported consignments for insurance coverage of imported consignments from any overseas port /Airport in the world to final destination in India for Annual Sum Assured of Rs. 216.66 Crore (Minimum) with Govt.. Deptt/ Undertaking/ Private Organization containing all the information as sought above.</p> <p>Work order, BOQ and / or TDS may be sought during clarification or along with Shortfall documents.</p> <p>(A job executed by a bidder for its own concern shall not be considered as experience for the purpose of meeting Work Experience)</p>
A.3	<p>The bidder must have in its name or proportionate share as a member of JV/Consortium, experience of having successfully executed (includes completed / ongoing) works of similar nature (i.e. Rate Contract for Fire and Burglary Insurance for storage of consignments at Port /Airport /Warehouse / CFS with Govt.. Deptt/ Undertaking/ Private Organization) valuing 65% of the annualized estimated turnover of Imports / Sum Insured against Floater Fire and Burglary Insurance Cover i.e. item 03&04 of the work put to tender in any year (consecutive 365 days) during last 7 (seven) years ending last day of month previous to the one in which bid applications are invited.</p> <p>Information to be furnished by the bidder :-</p> <ol style="list-style-type: none"> 1. Start date of the year for which work experience of bidder is to be considered for eligibility.

	<p>2. Start & end date of each qualifying experience (similar nature)</p> <p>3. Work Order / Agreement Number of each experience</p> <p>4. Work Order Issuing authority of each experience</p> <p>5. % share of experience (100% in case of proprietor or a partner in a partnership firm and the actual % of share in case of a Joint Venture / Consortium)</p> <p>6. Executed Value of work against each experience.</p> <p>7. In case the bidder is a joint venture, the work experience of any one, two or three of the individual partners of JV or the JV itself may be furnished as the work experience of the bidder.</p> <p>Documents to be furnished by the bidder in pdf form in Eligibility Docs :-</p> <p>(a) For work experience bidders required to submit copy of rate contract/policy for fire insurance for interim storage of consignments at port /airport /warehouse / CFS for annual sum assured of Rs. 3.25 crore (minimum) for floater standard fire & special peril policy with govt.deptt/undertaking/ private organization .</p> <p>(b) For work experience bidders required to submit copy of rate contract/policy for burglary insurance for interim storage of consignments at port /airport /warehouse / CFS for annual sum assured of Rs. 3.25 crore (minimum) for floater burglary policy (with theft extension) with govt.deptt/ undertaking/ private organization .</p> <p>(A job executed by a bidder for its own concern shall not be considered as experience for the purpose of meeting Work Experience)</p>
A.4.	<p>The availability of working capital : Not Applicable</p> <p>Evidence of possessing adequate working capital (at least 20% of the “Annualized value or Estimated value whichever is less” of this work) inclusive of access to lines of credit and availability of other financial resources to meet the requirement. The bidder should possess the working capital within three months prior to the date of opening of tender.</p> <p>Information to be furnished by the bidder online :-</p> <ol style="list-style-type: none"> 1. Amount of available working capital inclusive of lines of credit and availability of other financial resources. 2. Date on which the bidder possesses the required working capital. 3. Date of issue of Working Capital Certificate by CA. 4. Name of the Chartered Accountant (CA) 5. Membership Number of CA who certifies the bidder’s working capital. <p>In case the bidder is a Joint Venture , the working capital of the individual partners of the JV will be added together for each financial year and is to be furnished as the turnover of the bidder for the particular financial year</p> <p>Documents to be furnished by the bidder in pdf form in Eligibility Docs :-</p> <p>Certificate of Working Capital issued by a Practicing Chartered Accountant having a membership number with Institute of Chartered Accountants of India containing the information as furnished by bidder in portal.</p>
A.5.	<p>Legal status of the bidder</p> <p>Information to be furnished by the bidder online :-</p> <p>Confirmation in the form of Yes or No for possessing the supporting documents.</p> <p>Documents to be furnished by the bidder in pdf form in Eligibility Docs :</p> <p>(Any one of the following documents to be uploaded)</p> <ol style="list-style-type: none"> (i) Affidavit or any other document to prove proprietorship /individual status of the bidder (in case of Proprietorship) (ii) Copy of Partnership deed containing name of Partners (in case of Partnership Firm) (iii) Memorandum & Article of Association with Certificate of Incorporation containing name of bidder (in case of Limited Company). (iv) Rules, regulation & by-laws (in case of cooperative society). (v) Joint venture agreement containing name of partners and lead partner, Power of Attorney to the lead partner and share of each partner. (vi) PSU Insurance Companies registered with IRDA may submit self declaration .
A.6.	<p>Valid PAN card.</p> <p>Information to be furnished by the bidder online :</p> <p>Confirmation in the form of Yes or No for possessing the supporting documents.</p>

	<p>Documents to be furnished by the bidder in pdf form in Eligibility Docs : Copy of PAN card issued by Income Tax Department, Government of India. (In case of JV / consortium, PAN card for each Indian partner of JV / consortium and verifiable tax residency certificate of respective country for each foreign partner or JV / consortium itself)</p>
A.7.	<p>Valid Digital Signature certificate Information to be furnished by the bidder online : Confirmation in the form of Yes or No for possessing the supporting documents. Documents to be furnished by the bidder in pdf form in Eligibility Docs :- If the bidder himself is the DSC holder bidding online then no supporting documents is required. However, if the DSC holder is bidding online on behalf of the bidder then Annexure-F has to be submitted.</p>
A.8.	<p>The bidder should have office at Kolkata. Documents to be furnished by the bidder in pdf form in Eligibility Docs: Copy of either Lease Agreement or Title Deed or Property Tax Receipt or Electricity Bill or Telephone Bill or Trade License issued by KMC .</p>
A.9.	<p><u>GST Registration</u> The bidder should be either GST Registered Bidder under regular scheme OR GST Registered Bidder under composition scheme OR GST unregistered bidder: The following documents depending upon the status w.r.to GST as declared by Bidder in the BOQ sheet:</p> <p>a) Status: GST Registered Bidder under regular scheme Document: GST Registration Certificate (i.e. GST identification Number) issued by appropriate authority of India.</p> <p>b) Status: GST Registered Bidder under composition scheme Document: GST Registration Certificate (i.e. GST identification Number) issued by appropriate authority of India.</p> <p>c) Status: GST unregistered bidder: Document: A Certificate from a practicing Chartered Accountant having membership number with Institute of Chartered Accountants of India certifying that the bidder is GST unregistered bidder in compliance with the relevant GST rules of India.</p> <p><u>Note:</u> <u>If turnover of bidder exceeds exemption limit/threshold, the bidder must have GST registration as per GST Act and rules.</u> Documents to be furnished by the bidder in pdf form in Eligibility Docs: - Copy of GST Registration Certificate or CA certificate</p>
A.10.	<p>An undertaking regarding genuineness of the information furnished by the bidder online and authenticity of the scanned copy of documents uploaded by him online in support of his eligibility, as per format given in Annexure -H.</p>
A.11.	<p>Any other documents to support the qualification information as submitted by the bidder online.</p>
<p>Note Only one file in PDF format can be uploaded against eligibility criteria. Any additional / other relevant documents to support the information / declaration furnished by the bidder online against eligibility criteria may also be attached by the bidder in the same file to be uploaded.</p>	

Sl. No.	SCOPE OF WORK & OTHER COMMERCIAL TERMS	Annexure 'B'
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B-1

Scope of work
 CIL / its Subsidiary Companies imports/procures Mining Machineries / Equipment /Tyres/ Spares & Stores etc. for their own & /or subsidiary companies and desires for entering into a Rate Contract for a period of three years for insurance coverage of under noted Marine / Air cargo:

- b) Marine / Air Cargo Open Cover” – For import shipment from any overseas Seaport / Airport to final destination in coalfield areas of Coal India Limited and its subsidiaries.
- c) Marine / Air Cargo Open Policy” – For inland dispatch of imported consignments from any Indian Seaport / Airport /CFS/ Warehouse to final destination in coalfield areas of Coal India Limited and its subsidiaries.
- d) Floater Fire Policy” – For interim storage at Port / CFS/ Airport / Warehouse
- e) Floater Burglary Policy” – For interim storage at Port / CFS/ Airport / Warehouse

The final destination for unloading the imported cargo would be the premises of ultimate consignee or any other nearby points in the coalfield area of ultimate consignee mentioned at **Annexure- K**. The policies are to be issued in the name of CIL and its subsidiary companies mentioned below. The details of the Rate Contract covering the renewal insurance including the estimated Sum Insured (SI) /Single Carrying Limits (SCL) /Per Bottom Limit (PBL) of the renewal policies shall be as under :

1) **MARINE CARGO OPEN COVER FOR IMPORTS (OC)**

- a) **Interest:** (a) Imports of Machineries /Equipment’s / Project Equipment’s /Tyres / Spares & Stores used in Mining Industries. (b) Nature of Cargo: Break Bulk / Containerized (FCL or LCL), ODC/OWC etc.
- b) **Voyage:** Cover required from any overseas Sea/Air Port in the World to Final Warehouse of CIL &/or its subsidiary company(s) warehouse (**Annexure-K**) or anywhere in India as the case may be under FOB Contracts.
- c) **Mode of Conveyance :**
 - (i) By Approved Vessel as per shipping arrangements through their respective Forwarding Agents/Nominees.
 - (ii) By Air Craft through respective Forwarding Agents/Nominees.
By Rail/ Road/Air from Sea Port/Air Port of entry to final destination in coal fields of CIL through transporter/courier/any authorized person.
- d) **Cover Required :** Marine **ALL RISK** as per (i) **ICC (A)** Clause **with** (ii) **War & SRCC** Clause
- e) **Basis of Valuation :**110% Invoice value +Freight
- f) **Policy Excess: Not exceeding 0.25% of consignment value per conveyance.**
- g) Action taken by the Port Authorities in sending imported consignment to Container Freight Station (CFS) is covered as ‘incidental to transit’ **under W/W cover.**
- h) **Over Dimension Cargo / Over Weight Cargo:** ODC/OWC is expected to be 30% of the total estimated turnover.
- i) **Claim Detection period extended up to 30 days** from the date of arrival of consignment at site/final destination.
- j) **Premium to be offered in percentage (%) of Estimated Sum Insured in Cover II i.e. Price Bid (Sheet no1)**
- k) **Issue of Policy**

The Insurer shall issue nine separate renewable polices in the name of CIL and its subsidiary companies mentioned below against the Rate Contract on yearly basis . The Sum Assured , Single Carrying Limit & Limit per location shall be as under :

Sl.no	Name of Company (CIL & its subsidiaries)	Marine Cargo Open Cover for imports (OC)		
		Total Estimated Imports /Sum Insured for 3 Years (Crore- Rs)	Single Carrying Limit (SCL) per Sea Voyage (Crore- Rs)	Limit per Location (Crore- Rs)
1	Coal India Ltd	10	10	10
2	Eastern Coalfields Ltd, (ECL)	200	100	200

3	Bharat Coking Coal Ltd, (BCCL)	10	10	10
4	Central Coalfields Ltd, (CCL)	100	100	100
5	Northern Coalfields Ltd, (NCL)	250	150	250
6	Western Coalfields Ltd, (WCL)	10	10	10
7	South Eastern Coalfields Ltd, (SECL)	300	150	300
8	Mahanadi Coalfields Ltd, (MCL)	100	80	100
9	Central Mine Planning and Development Institute Ltd, (CMPDIL)	20	20	20

The Total Estimated Imports /Sum Insured/Single carrying Limit (SCL)/Limit per location for 03(three) years mentioned above are tentative and may increase / decrease in line with orders placed by CIL and subsidiary Companies.

2) **MARINE CARGO OPEN POLICY FOR INLAND TRANSIT: -**

Covering Transit risk in respect of –

- i) Non-FOB imports where Marine Transit Cover is extended up to Port of entry (India) by the Overseas Supplier.
- ii) F.O.B. Imports where duration clause has been expired at Port of entry (India)/ CFS / Warehouse.
- a) **Interest :**(a) Inland transit of imported Machineries /Equipment's /Project Equipment /Tyres/ Spares & Stores used in Mining Industries.
- b) Nature of Cargo: Break Bulk / Containerized (FCL or LCL), ODC & OWC etc.
- c) From any Indian Seaport/ Airport/ CFS/Warehouse to Final Warehouse of CIL & its subsidiary company(s) warehouse (**Annexure-K**) or anywhere in India as the case may be.
- d) **Mode of Conveyance:** By Rail/ Road/Air from Sea Port/Air Port of entry to final destination in coal fields of CIL through transporter/courier/any authorized person.
- e) **Risk to be Covered :** Marine ALL RISK as per ITC (A) Clause with SRCC Clause
- f) **Basis of Valuation :** 10% Invoice value +Insurance +Freight
- g) **Excess:** Not exceeding 0.25% of consignment value.
- h) **Claim Detection period:** To be extended up to 30 days from the date of arrival of consignment at site/final destination.
- i) The Cover should also include dispatch/ procurement to/ from Andaman & Nicobar Island under Inland Vessel Clause.
- j) Premium to be offered in percentage (%) of Sum Insured **in Cover II i.e. Price Bid. (Sheet no2)**
- k) **Issue of Policy**

The Insurer shall issue nine separate renewable polices in the name of CIL and its subsidiary companies mentioned below against the Rate Contract on yearly basis .The Sum Assured , Single Carrying Limit & Limit per location shall be as under :

Sl.no	Name of Company (CIL & its subsidiaries)	Marine Cargo Open Policy for Inland Transit		
		Total Estimated Imports /Sum Insured for 3 Years (Crore- Rs)	Limit per Conveyance/ Single Carrying Limit (SCL) for inland transit. (Crore- Rs)	Limit per Location (per bottom limit) (Crore- Rs)
1	Coal India Ltd	1.00	1.00	1.00
2	Eastern Coalfields Ltd (ECL)	10.00	10.00	10.00
3	Bharat Coking Coal Ltd (BCCL)	5.00	5.00	5.00
4	Central Coalfields Ltd (CCL)	10.00	10.00	10.00
5	Northern Coalfields Ltd (NCL)	20.00	10.00	20.00
6	Western Coalfields Ltd (WCL)	5.00	5.00	5.00
7	South Eastern Coalfields Ltd (SECL)	40.00	30.00	40.00
8	Mahanadi Coalfields Ltd (MCL)	5.00	5.00	5.00
9	Central Mine Planning and Development Institute Ltd (CMPDIL)	4.00	4.00	4.00

The Total Estimated Imports /Sum Insured/Single carrying Limit (SCL)/Limit per location for 03(three) years mentioned above are tentative and may increase / decrease in line with orders placed by CIL and subsidiary Companies.

3) FLOATER STANDARD FIRE & SPECIAL PERIL POLICY (INCLUDING STFI, EQ AND TERRORIST) FOR INTERIM STORAGE OF IMPORTED CONSIGNMENTS AT PORT/ CFS/AIRPORT/WAREHOUSE

Floater Fire Cover of cargo for interim storage of imported consignments at port / CFS/Airport /Warehouse for

- (1) Non-FOB imports where marine transit cover is extended up to unloading port by the overseas suppliers.
 - (2) FOB imports where duration clause has been expired at port / CFS/Airport /Warehouse.
- a) **Properties to be covered:** Imported Machineries /Equipment's /Project Equipment/Tyres/ Spares & Stores used in Mining Industries. Commodities are in the nature of Break Bulk/ Containerized Cargo (LCL/FCL) / ODC/OWC etc.
 - b) **Location:** Any Indian Sea Port/ Air Port or at Customs Bond/ Warehouse/ CFS. Stocks are either kept in Go-down or at open yard.
 - c) **Sum Insured Annual : Rs.15 Crore**
 - d) **Standard Fire & Special Peril Policy with :**
 - (a) **Add on Cover for (i) Earthquake (ii) STFI (Storm, Typhoon, Flood, Inundation) (iii) Terrorism**
 - e) Excess under Fire Policy is as stipulated by GIC Council/ IRDA.
 - f) This insurance Contract (Fire) is for a period of 03 (Three) years.
 - g) **Premium to be offered in INR for the Annual Sum Insured in Cover II i.e. Price Bid. (Sheet no3)**
 - h) **Issue of Policy**

	<p>The Insurer shall issue one renewable policy in the name of CIL naming CIL and its subsidiaries i.e. ECL, BCCL, CCL, NCL, WCL, SECL, MCL & CMPDIL as beneficiaries against the Rate Contract on yearly basis .</p> <p>4) <u>FLOATER BURGLARY POLICY (WITH THEFT EXTENSION) FOR INTERIM STORAGE OF IMPORTED CONSIGNMENTS AT PORT/ CFS/AIRPORT/WAREHOUSE</u></p> <p>Floater burglary policy (with Theft extension) of cargo for interim storage of imported consignments at port / CFS/Airport /Warehouse for</p> <p>(1) Non-FOB imports where marine transit cover is extended up to unloading port by the overseas suppliers</p> <p>(2) FOB imports where duration clause has been expired at port / CFS/Airport/Warehouse.</p> <p>a) Properties to be covered: Imported Machineries /Equipment's /Project Equipment/Tyres/ Spares & Stores used in Mining Industries. Commodities are in the nature of Break Bulk/ Containerized Cargo (LCL/FCL) / ODC/OWC etc.</p> <p>b) Location: Any Indian Sea Port/ Air Port or at Customs Bond/ Warehouse/ CFS. Stocks are either kept in Go-down or at open yard.</p> <p>c) Sum Insured Annual: Burglary Policy on Annual sum insured of Rs.15 Crore with Theft extension.</p> <p>d) Excess under Burglary Policy is 0.25% on claim subject to minimum of Rs 5000/- .</p> <p>e) This insurance Contract (Burglary) is for a period of 03 (Three) years.</p> <p>f) Premium to be offered in INR for the Annual Sum Insured in Cover II i.e. Price Bid. (Sheet no4)</p> <p>g) Issue_of_Policy</p> <p>The Insurer shall issue one renewable policy in the name of CIL naming CIL and its subsidiaries i.e. ECL, BCCL, CCL, NCL, WCL, SECL, MCL & CMPDIL as beneficiaries against the Rate Contract on yearly basis</p>
<p>B.2</p>	<p>Payment of Premium :-</p> <p>(I) A Cash Deposit A/c. of Rs. 4,50,000/- will be maintained against the policies with the successful bidder as “REVOLVING FUND” for utilization as premium at the agreed rate(s) against each shipment's / inland transit's of Sum Insured as the case may be, to be declared by CIL and its subsidiaries from time to time.</p> <p>(II) The successful bidder/ insurer shall submit CIL (C&F Division) a weekly statement of the premium adjusted against CD A/c and available balance in CD A/c. on closing day of preceding week, or on the very first working day of succeeding week to ensure sufficient balance in the said “REVOLVING FUND” so that adequate balance is available to defray premium payment at any point of time.</p> <p>(III) The said CD A/c being the “REVOLVING FUND” shall be strictly utilized exclusively for payment of premium under OC and OP (including Storage) and nothing else.</p> <p>(IV) All the premium amount against Open Cover for Imports (OC) and Open Policy for inland transit in respect of CIL and its subsidiaries shall be deducted from the Revolving Fund maintained.</p> <p>(V) The Insurance Company shall provide premium bills in the form of GST Complied Invoice in the name of respective subsidiary Company indicating GST no. to avail the input tax credit by respective Subsidiary Company.</p> <p>(VI) Final Adjustment of REVOLVING FUND (CD A/c): The unadjusted balance of ‘REVOLVING FUND’ shall be refunded to respective companies within 15 days of expiry of Open Cover/Open Policy/ 3 years’ Premium Rate(s) Contract period along with a final statement showing a complete adjustment of premium/ declarations in respect of expired OC/OP.</p> <p>(VII) Premium Payment against Fire and Burglary Cover: As per IRDA / Insurance Rules shall be made by CIL.</p>

B-3	Bid validity: The validity period of the bid shall be 120(One hundred Twenty) days from the date of opening of the bid.
B-4	<p>OTHER TERMS OF CONTRACT</p> <p>(i) Declaration Form: The successful bidder must provide adequate numbers of Declaration Forms Cum-Bill to CIL (C&F Division) for timely submission of Declarations for insurance.</p> <p>(ii) Submission of Declaration by Insured (OC and OP): Declaration shall be given on the Declaration Cum Premium Bill Form indicating the subsidiary name and Its GSTIN no. - Within 7 days' time from the date of arrival at port of entry in India. Scanned copy of Declaration Forms shall be mailed through e. mail to the insurer to ensure submission of declaration on time and payment of premium. It shall be the sole responsibility of the successful bidder/insurer to collect the original Declaration Forms from CIL (C&F Division).</p> <p>(iii) The insurer shall also to inform the status of Cash Deposit A/c' of Rs.4, 50,000/- {maintained by CIL & its subsidiaries with the insurer} updated with sufficient/ adequate balance so that not a single occasion arises for non- compliance of Sec. 64VB of Insurance Act due to inadequacy of fund in CD A/c.}</p> <p>(iv) Intimation of shipment: CIL will intimate the following shipment details to the Insurance Company on receipt of the same from the shipper.</p> <p>(a) Shipping details (Name of Ship, Port of Loading, tentative date of sailing, Importers' Name, Port of Discharge etc.)</p> <p>(b) B/L Number.</p> <p>(c) Tentative value & Freight of Cargo for perusal and allocation of the insurance company Acknowledgement by the insurance company is required.</p> <p>(v) Treatment of Delayed Declarations: It is expected that if (iii) above is strictly complied with by the insurers there will be no delayed submission of Declaration. If, however, any deficiency arises causing delayed submission of Declaration, the respective shipment/consignment shall be held covered by insurer as per Section 59(K) of Insurance Rules, 1939 and/or on "lost or not lost" basis.</p> <p>(vi) SURVEY OF CLAIMS OR SUPERVISION:</p> <p>vi. a) Appointment of Surveyor: The insurer shall provide a panel of efficient Surveyors for deployment at Kolkata and outstation for locations provided in Annexure-K (for various subsidiary companies) to CIL (C&F Division) along with their full contact details like Address, Telephone No/ Mobile No./Fax No./email etc. to facilitate prompt appointment of Surveyor from the said list by CIL (C&F Division)/ subsidiary companies when any claim situation arises.</p> <p>b) Submission of Survey Report : The insurer also confirms that such list of empaneled surveyor as provided by them, will submit the Survey Report within 30 (thirty) days of submission of documents by CIL (C&F Division) to ensure proper & prompt claim settlement.</p> <p>c) Survey of ODC / OWC shipment: The insurer confirms that any supervision survey of ODC / OWC imports, at any port, if at all required, shall be arranged by them and all expenses thereof to be borne by them.</p> <p>d) Payment of Survey Fees: The insurer should confirm that the entire Survey Fees and expenditure related to all types of Survey (claim survey or supervision survey) shall be borne by them.</p> <p>(vii) Period of Premium of Rate(s) Contract : The bidders confirms that the premium rate(s) quoted is firm and shall remain valid for a period of 03(three) years i.e. Three consecutive renewals of the Marine Open Cover ,Open Policy and Fire & Burglary Policy for interim storage.</p> <p>(viii) Service Level Agreement: The successful bidder has to execute the Service Level Agreement (SLA) with CIL as regards issuance of Policy Documents and claims management. (Annexure-J)</p> <p>(ix) All rules and regulations formulated by IRDAI shall be applicable against the contract and strictly adhered to.</p> <p>(x) In case of dispute CIL reserves the right to approach ombudsman appointed by IRDAI.</p> <p>(xi) The bid rates shall be exclusive of GST. Applicable GST during the contract period shall be paid extra.</p>

	<p>(xii) Bidders shall quote for all the items of Scope of Work or else evaluation cannot be done and their offer shall not be accepted.</p> <p>(xiii) Insurance Claims: The Insurance Co. may settle the claim for the value less than Rs.2.00 lakh within 30 days and for claims exceeding Rs.2.00 lakh within 60 days from the date of submission of the final documents.</p> <p>(xiv) CIL and its subsidiaries will have right to hold the damaged materials /Cargo or Hand it over to Insurance Co. In case CIL is not able to deliver the damaged cargo /goods, the insurance co. will settle the claim amount after deducting the salvage value. However, if CIL hands over the damaged cargo/goods, the insurer will pay the full amount. Salvage value (amount) to be decided jointly i.e. insurance Co. & CIL and its subsidiaries.</p> <p>(xv) ODC/OWC Survey of cargo to be arranged by Insurance Company at their cost.</p> <p>(xvi) The rates quoted should be with minimum excess as stipulated in the IRDA tariff.</p>
B – 5	<p><u>E-way Bill</u> : The e-way bill, if any, required in connection with services shall be arranged by the contractor / Vendor. However, the e-way bill will be arranged by the subsidiary company if the Contractor / Vendor is unregistered one or if provisions of the relevant Act and the rules made there under specifically states that the e. way bill is required to be issued by recipient of goods.</p>

	GENERAL TERMS AND CONDITIONS	Annexure "C"						
C.1	<u>VALIDITY OF CONTRACT</u>	The contract shall remain valid for a period of 03 (Three) years from the date of issue of contract (consecutive three renewals of the Marine Open Cover, Open Policy and Fire & Burglary Policy for interim storage). CIL has the right to extend the Contract by another one year at the same rate, terms and conditions on mutual consent. <i>The bid validity shall be 120 days from the date of opening of Tender.</i>						
C-2	<u>EARNEST MONEY DEPOSIT</u>	<p>With respect to OM no. F.9/4/2020-PPD dated 12.11.2020 of MoF and CIL's Office Order ref. no. CIL/C2D/Purchase Manual2020/2086/ dated 26.11.2020, all the bidders are required to sign a Bid Securing Declaration as per Annexure-L in place of depositing Bid Security / EMD.</p> <p>Submission of EMD is not applicable. In place of EMD, bidders have to sign a "Bid Security Declaration" accepting that if they withdraw or modify their Bids during the period of validity, or if they are awarded the contract and they fail to sign the contract, or to submit a performance security before the deadline or any other default which attracts forfeiture of EMD (as prescribed in existing manuals/NIT) as defined in the request for bids document/tender document, they will be banned for two years from being eligible to submit Bids in CIL and its Subsidiaries. The bidders are required to upload the scanned copy of the "Bid Security Declaration" as specified at Annexure-J, Sample Forms along with their offer in "EMD AND OTHER DOC" folder in COVER-I</p> <p>The value of the Earnest Money Deposit (EMD) to be submitted by the tenderer has to be made online only within the due date and time for submission of online offer, failing which the online offer will not be considered.</p> <p>a. In the Online mode, the bidder can make payment of EMD through Axis Bank Gateway by net banking from designated Bank or through NEFT / RTGS from any scheduled Bank to CIL Bank Account against challan generated by e-procurement portal.</p> <p>b. In case of payment through Net Banking the money will be immediately transferred to CIL designated account.</p> <p>c. In case of payment through NEFT / RTGS the bidder will have to make payment as per the challans generated by system on e-procurement portal and will have to furnish online the UTR numbers before submission of bid.</p> <p>d. Bidder will be allowed to submit bid only when the EMD is successfully received in CIL's Account and the information flows from Bank to e-procurement system. It is advised that the payment of EMD should be made at least 2 days prior to due date and time of submission of tender to avoid any complications in submitting online bid before the schedule last date and time of submission.</p> <p>e. Physical mode of payment i.e. Banker cheques or Demand drafts is not acceptable.</p> <p>f. Bids submitted without full amount of earnest money deposit will be summarily rejected. Any bank brokerage or service charge has to be borne by the bidder.</p> <p>g. For unsuccessful bidder EMD shall be refunded immediately after finalization of the tender. EMD shall be forfeited if any bidder withdraws their offer before finalization of the tender. For successful bidder, EMD shall be released after finalization of tender and receipt and acceptance of Security Deposit by CIL (wherever applicable).</p> <p>h. Earnest money and Security deposit will not fetch any interest.</p> <p>i. In case of exemption of EMD the scanned copy of document (Attested by Notary Public) in support of exemption will have to be uploaded by the bidder during bid submission.</p> <p>Documents for exemption from submission of EMD to be uploaded in the portal.</p> <table border="1" data-bbox="280 1711 1369 2020"> <thead> <tr> <th data-bbox="280 1711 405 1868">Sl. No.</th> <th data-bbox="405 1711 759 1868">Category of bidders</th> <th data-bbox="759 1711 1369 1868">Documents required for exemption of EMD</th> </tr> </thead> <tbody> <tr> <td data-bbox="280 1868 405 2020">1</td> <td data-bbox="405 1868 759 2020">State/Central Government Organizations/ PSUs</td> <td data-bbox="759 1868 1369 2020">Self-declaration</td> </tr> </tbody> </table>	Sl. No.	Category of bidders	Documents required for exemption of EMD	1	State/Central Government Organizations/ PSUs	Self-declaration
Sl. No.	Category of bidders	Documents required for exemption of EMD						
1	State/Central Government Organizations/ PSUs	Self-declaration						

2	DGS&D/NSIC registered Firms	Valid and Complete DGS&D/ NSIC Registration certificate for the tendered items attested by Notary Public
3	Micro and Small Enterprises [MSEs]	Registration certificate for the tendered item issued by District Industries Centers or Khadi and Village Industries Commission or Khadi and Village Industries Board or Coir Board or National Small Industries Corporation or Directorate of handicrafts and Handloom or any other body specified by Ministry of Micro, Small and Medium Enterprises (Attested by Public Notary).

j. Forfeiture of Earnest Money Deposit:

The EMD shall be forfeited:

- ~~e) If the tenderer withdraws or amends, impairs or derogates from the tender in any respect within the period of validity of his tender.~~
- ~~d) If the tenderer having been notified of the acceptance of his tender by the Purchaser during the period of its validity:—~~
 - ~~a) Fails to sign the contract within 30 days from the date of notification of award; or Fails to submit order acceptance within 30 days from the date of order; or Refuses to accept/execute the contract~~
 - ~~b) Fails to furnish the Security Deposit for the due performance of the contract within the specified period.~~

C-3

Security Deposit:

The successful tenderers will have to submit Security Deposit for the 03(Three)% Annualized value of the total landed value of the contract including all taxes, duties and other costs and charges, without considering Input Tax Credit.

The Security Deposit shall be in the form of a Bank Demand Draft or in the form of a Bank Guarantee in the prescribed format from a RBI Scheduled Bank in purchaser's country (on a non-judicial stamp paper) within 15 days from date of notification of award or placement of order.

The Security Deposit shall be in the same currency(ies) in which contract is to be signed/ issued. In case of multi-currency contract, separate Security Deposit Bank Guarantee (SDBG) in respective currency for required value as above shall be submitted.

If the successful tenderer still fails to deposit the security deposit within the extended period but executes the supplies within the extended security deposit submission period, the submission of Security Deposit may be waived, as the purpose of submission of SD is fulfilled.

The SDBG will be submitted Through Structured Financial Management System (SFMS).

C.3.1 For the satisfactory performance of the contract(s), the Bidder will have to submit interest free security deposit equivalent to 03(three)% of the Annualized contract value.

C.3.2 Mode of submission of the Security Deposit: The Security Deposit should be submitted within 15 days of issuance of Rate Contract by the contractor in any of the form given below:

Bank Guarantee in the form given in the bid document from any Scheduled bank / Nationalised Bank. The BG issued by outstation bank shall be operative at its local branch at Kolkata.

Demand Draft/Pay orders drawn in favour of Coal India Limited on any Scheduled Bank / Nationalised Bank payable at its Branch at Kolkata.

If performance security is provided by the successful bidder in the form of bank guarantee it shall be issued by issuing bank in paper form as well as issued under Structured Financial Messaging System (SFMS) on behalf of the bidder in favour of "Coal India Ltd." The Confirmation message by the issuing bank will be sent to the beneficiary bank through SFMS. The confirmation message should be sent in IFN760COV or IFN767COV message type for getting the BG advised through our bank. Additionally

	<p>please mention “CIL0066312” in field number 7037 of IFN760COV or IFN767COV for sending an automatic alert on the registered email id of Coal India.</p> <p>The details of beneficiary Bank for issue of BG through SFMS Platform is furnished below: -</p> <p>Name of the Bank:- ICICI Bank Branch:- Rasoi Court,R N Mukherjee Road,Kolkata IFSC:- ICIC0000006 A/c No:- 000651000038 Code reference : CIL0066312</p> <p>The paper BG would be delivered by issuing bank to the beneficiary i.e. Coal India Limited, Clearing & Forwarding Division, Coal Bhawan, Premises No. 4, Plot No. AF III, Action Area A1, New Town Rajarhat, Kolkata 700 156, under Speed Post / Registered Post(AD). Original BG shall be accepted from issuing bank only. However the paper BG would be operative only on receipt of a separate advice through SFMS and confirmed by the advising bank (i.e. beneficiaries bank). The confirmation of issuance of BG through SFMS from advising bank shall be obtained through electronically as well as print out of the said message from advising bank with seal and signature.</p> <p>The BG shall be irrevocable and unconditional and CIL shall have the powers to invoke it notwithstanding any dispute or difference between contractors and CIL pending before the court, tribunal, arbitrator or any other authority.</p> <p>Such Bank Guarantee should remain valid during the entire contract period plus six months (total 30 months) from the date of issue of BG/DD/BC/Pay order which may be extended if required. No interest will be paid on Security Deposit The format of Security Deposit Bank Guarantee is enclosed as Annexure -I.</p> <p>C.3.3 Refund of Security Deposit: - On due and satisfactory performance of the contract and on completion of all contractual obligation by the Bidder, the amount of security deposit will be refunded to the Bidder subject to the following conditions: - After deducting the amount from the security deposit which may fall due to CIL or any of its subsidiaries by the bidder , towards any claim for loss or for whatsoever reasons felt necessary by CIL and its subsidiaries companies. Bidder or the party shall have to apply for refund of security money along with original money receipt issued against security deposit. Before releasing the security Deposit, Bidder shall have to submit a certificate in triplicate to the effect that they have no claim(s) against CIL or its subsidiaries under this contract. If any bill(s) for the job done under this contract is/ are left pending at the time of releasing of security money, the Bidder may furnish the certificate in the following format. “I/ We hereby certify that there are no claim(s) against CIL or any of its subsidiaries under the Contract/Work Order no. _____ for the job _____ except under noted bill(s) already submitted to you.”</p> <p>C.3.4 Forfeiture of Security Deposit: - The Security Deposit may be forfeited and/or appropriated for any of the following reasons stated below and CIL may revoke the Bank Guarantee: - For unsatisfactory performance of the contract by the Bidder. Refusal to accept the cargo would also be decided as unsatisfactory performance. For any loss sustained by CIL or by any of its subsidiaries as a result of any act or omission on the part of the Bidder or on the part of the any third party on behalf of Bidder. In the event of any breach of any of the terms & conditions of the contract. In the event of risk Purchase at the cost of the successful tenderer/ Bidder</p>
C.4	<p><u>PRICE</u></p> <p>a) Prices quoted shall remain firm during full term of the contract and should be valid for acceptance for 120 days from the date of opening of tender. No enhancement in the rates shall be allowed</p> <p>b) Prices should be quoted in the BOQ excel available in the portal. The Price Bid format is indicated in this Bid Document as Annexure M. Price Bid submitted in any format other than as specified above will be rejected and not considered for further evaluation.</p> <p>c) The rates quoted shall be exclusive of GST, which shall be paid extra as applicable, presently @ 18%.</p>

	<p>d) Statutory Charges: If there is any change in GST etc. within contractual period, the same shall be admissible.</p> <p>e) In case any new statutory duties / taxes become payable additionally or replacing any of the existing Taxes and Duties, it shall be admissible during the contractual period based on the documentary evidence.</p> <p>f) The Tax Invoice raised by the contractor must be in compliance of relevant CGST/IGST/SGST Acts, rules & notifications made thereunder and should bear the GSTIN of respective areas of respective subsidiary. The rate and amount of CGST/ IGST/SGST related to Services shall be shown separately in tax invoice. In case the bidder has opted for composition levy, the Bill shall be raised by him in compliance of relevant GST Acts, rules & notifications made thereunder.</p> <p>g) The CGST / IGST/SGST as applicable at the time of Services, shall be paid extra against submission of proper Tax invoice, as referred above, by the contractor so that the respective subsidiary could be able to avail Input tax credit of such GST reflected in the invoice.</p> <p>h) If the ITC claimed is disallowed due to failure on the part of vendor /contractor in incorporating the tax invoice issued to subsidiary company in its relevant returns under GST, payment of CGST/ IGST/SGST shown in tax invoice to the tax authorities, issue of proper tax invoice or any other reason whatsoever, the applicable taxes & cess paid based on such Tax invoice shall be recovered by the respective Subsidiary Company from the current bills or any other dues of the contractor.</p> <p>i) The amount of CGST/IGST/SGST & GST Cess, as indicated in the Tax Invoice shall be paid only when they appear in GSTR 2A of the subsidiary company and the Contractor has filed the valid return in accordance with the provisions of the GST Act and the rules made there under.</p> <p>j) In the event of any additional tax liability accruing on the vendor /contractor due to classification issue or for any other reason, the liability of subsidiary company shall be restricted to the amount of GST charged on the original tax invoice issued by the contractor</p> <p>k) The paying authority of user subsidiary companies shall claim the Input Tax credit per rules for which necessary documents shall be presented to the paying authority by the C& F dept, CIL.</p>
C-5	GST shall also be levied on penalties. In the event of recovery of any claim towards LD Charges, penalty, fee fine or any other charges (Except EMD) from the supplier /Vendor, the same will be recovered along with the applicable GST and the amount shall be adjusted with the payment to be made to the transporter /vendor against their bill /invoice or any other dues
C-6	Estimated Off-take: The estimated Off-take indicated in the tender is based on previous years' experience which may vary and CIL does not guarantee any quantum of job . This will be solely as per requirement only.
C.7	<p><u>EVALUATION OF BIDS</u></p> <p>i) Prior to the detailed evaluation of Bids, CIL will determine whether each Bid:</p> <ol style="list-style-type: none"> Meets the eligibility criteria defined in Annexure –A (Eligibility Criteria.) Documents has been properly signed; Is accompanied by the required earnest money. Is substantially responsive to the requirements of the Bidding documents. <p>ii) If a Bid is not substantially responsive, it may be rejected by the CIL at its sole discretion.</p> <p>iii) CIL will evaluate and compare only the Bids determined to be substantially responsive.</p> <p>Work order will be issued to the overall lowest evaluated responsive bidder :</p> <p>The evaluation of Bids for ranking and award of work shall be done based on the rate quoted in the price schedule for the job. The contract rates shall cover the cost of all services to be rendered by the Bidder under the Schedule of requirement, terms and conditions of this tender.</p> <p>iv) A substantially responsive Bid is one, which conforms to all the terms, conditions and specifications of the Bidding documents without material deviation or reservation.</p> <p>A material deviation or reservation is one:</p> <ul style="list-style-type: none"> which affects in any substantial way the scope, quality, or performance of the contract; which limits in any substantial way, inconsistent with the Bidding documents, the CIL's rights or the Bidder's obligations under the Contract; or Rectification of which would affect unfairly the competitive position of other Bidders presenting substantially responsive Bids. <p>v) The derived premium calculated on the estimated sum insured based on quoted rates of Open Cover (OC) & Open Policy (OP) will be added with the premium of Fire and Burglary Policy for the purpose of Comparison / Evaluation.</p> <ul style="list-style-type: none"> Premium for all the policy shall be invited separately and bidders having lowest overall premium

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	<p>amount by adding all the premium amounts quoted for each category shall be worked out for the purpose of ranking.</p> <ul style="list-style-type: none"> • Thereafter, the bidders identified as quoted lowest overall premium amount among all the bidders will be declared the overall L1 bidder and accordingly rest of the bidders will also be rated as L2, L3 ... in ascending order depending upon their quoted cumulative premium amount in the price bid. • Rate Contract shall be concluded with overall L-1 only. • Bidders shall quote premium against all the items of Scope of Work or else evaluation cannot be done and the offer shall not be accepted.
C.8	<p><u>MODE OF PAYMENT</u> Payment shall be made through e-payment mode only for which bidder(s) will have to upload the duly filled bank mandate form (Annexure –E).</p>
C.9	<p><u>Paying Authority:-</u> The GM (Finance), Coal India Limited and its subsidiary companies through ,GM(C&F) Kolkata</p>
C.10	<p><u>Termination of Contract:</u> - This contract may be terminated at any time within the currency period of the contract by CIL at its sole discretion for any of the following factors and for such cancellation CIL will under no circumstance be obligated for any financial repercussion and CIL’s decision on this effect shall be final: - 10.1 Breach of any terms & conditions of the contract. 10.2. Any unlawful act of contractor or any third party on behalf of the contractor entailing any damage/loss to the property/materials of CIL or any of its subsidiary companies or stoppage of work. 10.3 After expiry of the validity period, the contract will automatically stand cancelled unless and until extended on mutual consent.</p>
C.11	<p><u>SETTLEMENT OF DISPUTE</u> Except or otherwise specifically provided in the Contract, all disputes concerning questions of fact arising under the Contract shall be decided by the GM, C&F, CIL subject to a written appeal by the Bidder to the GM/HOD, C&F, CIL, whose decision shall be final to the parties hereto. If amicable settlement cannot be reached, then all disputed issues shall be settled by arbitration as provided in clause below.</p>
C.12	<p><u>ARBITRATION</u> The sole arbitration clause as given below shall apply to the proposed agreement: Except where otherwise provided for in the contract all questions or dispute or difference, whatsoever, arising out of or relating to or in connection with the contract shall be referred to the sole arbitrator to be appointed by the Director (Technical), CIL. There will be No OBJECTION if the sole arbitrator so appointed is an employee of CIL. The sole arbitrator to whom the matter is originally referred being transferred or vacating his office of arbitrator or being unable to act for any reason. Director (Technical) CIL as aforesaid may appoint any other person to act sole arbitrator or on the request of any of the parties to arbitration. Such person shall be entitled to proceed with the reference from the state at which it was left by his predecessor subject as aforesaid under the provision of the arbitration and Conciliation Ordinance 1996 or any statutory modification or reenactment thereof and the rules made there under and for the time being enforce shall apply to the arbitration proceeding under this clause. It is a term of the contract that the party invoking arbitration shall specify the dispute to be referred to arbitration under this clause together with the amount claimed in respect of each such disputes, the said sole arbitrator may from time to time with consent of the parties enlarge the time for making and publishing the award.</p>
C.13	<p><u>FORCE MAJEURE</u> None of the parties hereto shall be liable for damages or shall have the right to cancel and terminate this Agreement for any delay or default of the other party in performing its obligations hereunder if such delay or default is caused by conditions beyond its control including, but not limited to, Government restrictions, continuing domestic or international problems such as war or insurrections, nuclear holocaust, strikes, lockouts, fires, floods, work stoppages, embargoes, etc., or other acts of God provided however that either of the parties hereto shall have the right to terminate this Agreement upon two months written notice to the other if the other party is unable to carry out obligations hereunder due to any of the causes beyond its control as above and such inability continues for a period of six (6) months.</p>
C-14	<p><u>INDEMNITY:</u> The contractor shall always keep CIL indemnified against any claim for loss or compensation by contractors own workers/ laborers or staff or by any third party due to any accident and/ or acts of omission or commission, arising out of and/ or incidental to the operation of this contract.</p>

C15	<p><u>Miscellaneous:</u> -</p> <p>C-15.1 All contract or terms thereof entered into between CIL and the contractor shall governed and regulated by the relevant laws from time to time being in force in the territory of India relating to contract.</p> <p>C-15.2 No guarantee is given as to any definite volume of work, which will be entrusted to the contractor at any time or throughout the period of the contract.</p> <p>C-15.3 No claim will be entertained from the contractor for this equipment of labour being idle or for any other expenses incurred by him due to the flow of work not being continuous or for stoppage of work.</p> <p>C-15.4 The bidders are required to quote the premium rates strictly as per IRDA tariff provisions and violation /breach of IRDA tariff provisions will not be accepted. In case of any violation of the IRDA tariff provisions by the insurance company, in the quotation, CIL will not be liable for any differential premium in any case. Also there will be no effect on the settlement of the claims.</p> <p>C-15.5 The terms and conditions of Cover /policy and wordings of the policies, warranties and clauses should be strictly in line with IRDA Provisions & draft policy issued by IRDA time to time.</p> <p>C-15.6 The insurer shall be solely and legally responsible to CIL for effective execution of the policy, including co-ordination, collection of declaration, collection of premium, issue of policy document, settlement of claim, refund of premium deposit if any etc.</p> <p>C-15.7 Insurer shall have to issue OPEN COVERS/ OPEN POLICIES/ FIRE & BURGLARY POLICIES positively within SEVEN days after accepting the Insurance Contract.</p> <p>C-15.8 Insurer must issue stamped certificate against each declaration positively within 07(seven) days from the date of declaration/ receipt which ever shall first occur</p> <p>C-15.8 Please note that CIL will have absolute right in considering the offer of the Insurance Company and CIL's decision in this regard will be final. CIL shall also have the right to reject any or all bids without assigning any reason whatsoever.</p> <p>C-15.9 Both Techno- Commercial Bid and Price Bid should strictly comply with the terms as specified in the respective Annexure(s). Any deviation / alteration and/ or counter / alternate offer / quote would disqualify the offer.</p> <p>C-15.10 CIL also reserves the right to withdraw the tender in full or part as the case may be without assigning any reason thereof.</p>
C.16	<p><u>JURISDICTION</u></p> <p>All suits or other legal proceedings relating to or arising from the arbitration proceedings or the award made in pursuance thereof shall be subject to the jurisdiction of Kolkata Courts only.</p>
C-17	<p>Parallel Contract: - CIL reserve the right to conclude parallel contract</p>

Instructions to Bidders (ITB)

1. **System Requirement:** In order to submit the online offer on CIL's e-Procurement portal (<https://coalindiatenders.nic.in>), the bidder should comply with the system requirement i.e. hardware, software and internet connectivity at bidder's premises to access the e-Procurement website. Under no circumstances, CIL shall be liable to the bidders for any direct/indirect loss or damages incurred by them arising out of incorrect use of the e-Procurement system or internet connectivity failures.
2. **Registration/Enrollment of Bidder on e-procurement Portal of CIL:** In order to submit the Bid, the bidders will have to get themselves registered online on the e-Procurement portal of CIL with valid Digital Signature Certificate (DSC) issued from any agency authorized by Controller of Certifying Authority (CCA) and which can be traced up to the chain of trust to the Root Certificate of CCA. The online Registration of the bidders on the portal will be free of cost and one-time activity only. The registration should be in the name of bidder, whereas DSC holder may be either bidder himself or his duly authorized person and the DSC has to be mapped in the name of the bidder.

The bidders who consider themselves eligible for purchase preference for being an MSE /'Make in India' bidder / Domestically Manufactured Electronic Products bidder / Ancillary should enroll their name in Coal India's e-Procurement Portal as "Preferential Bidder" either by modifying their profile or while making "Online Bidder Enrollment". However, the necessary documents in support of the eligibility for purchase preference are to be uploaded against the specified tender to avail the benefits.
3. **Undertaking by the Bidder:** The bidders will have to accept unconditionally the online user portal agreement which contains the acceptance of all the Terms and Conditions of NIT including Commercial and General Terms & Conditions and other conditions, if any, along with an online undertaking in support of the authenticity of the declarations regarding facts, figures, information and documents furnished in its offer on-line in order to become an eligible bidder and if the same is found to be wrong or misleading at any stage, they will be liable for punitive action.
4. Registration/Enrollment of Bidder on above e-Procurement Portal only i.e. <https://coalindiatenders.nic.in>.

Requirements for Vendors**Basic Requirements**

- P.C. connected with internet.
- Registration with Service provider portal <https://coalindiatenders.nic.in>.
- The vendor should possess a Class-III Digital Signature certificate (Mandatory). (Bids will not be recorded without Digital Signature Certificate.)
- In case of any clarification please contact M/s. NIC, before the schedule time for submission of the bid.
- **Contact Persons**
Mr. Raju Das : 9800262930
24 x 7 Help Desk Number : 0120-4001002, 0120-4001002.
Additional Mobile Nos. : +91 8826246593.
E-mail : support-eproc@gov.in

For registration, Submission procedure and method of correspondence etc., please visit our website: <https://coalindiatenders.nic.in> and click on the link 'Help for Contractors'.

Further details please visit our website: <https://coalindiatenders.nic.in>

Help for participating in e-tender:

The detailed method for participating in the e-procurement is available on the website "http://coalindiatenders.nic.in". The bidders have to Log on to official website of <http://coalindiatenders.nic.in> and then click on the specified links to start participating in the e-procurement process.

Bidders are also free to communicate with the contact persons of the service provider to get all clarifications regarding the mode of the e-procurement process.

5. Submission of Bid:

The bidders have to accept unconditionally the online user portal agreement which contains the acceptance of all the Terms and Conditions of NIT including General and Special Terms & Conditions and other conditions, if any, along with on-line undertaking in support of the authenticity of the declarations regarding the facts, figures, information and documents furnished by the Bidder on-line in order to become an eligible bidder. No conditional bid shall be accepted. **Bidder should bid for all the 04(Four) number of Insurance policy and the award of the bid should be for overall L-1 bidder.**

- a. The offers are to be submitted on line through CIL's e-procurement cum reverse auction portal, <https://coalindiatenders.nic.in>. Containing 'Techno-Commercial Bid' and 'Price- Bid' (BOQ). Also the bidder have to fill up TPS available online at e-procurement service provider portal.
- b. The Cover-I 'Techno-Commercial Bid', should contain **(1) Letter of Bid (LOB Docs) (2) Eligibility Docs"** (3) **"Commercial Docs.** Cover-1 'Techno-Commercial Bid' should not contain the price.
- c. **Price Bid (Cover-II):** The Price-Bid containing the Bill of Quantity (BOQ) in Excel format (password protected) will be available on e-procurement portal. This will be downloaded by the bidder who will quote for individual items separately on this Excel file. Thereafter, the bidder will upload the same Excel file during bid submission in cover-II. The Price-bid of the bidder will have no condition and will consist of prices only. The Price Bid which is incomplete and not submitted as per instruction given above will be rejected.
- d. **Letter of Bid (LOB) -** The format of Letter of Bid (LOB) as given at **Annexure-G** will be downloaded by the bidder and will be printed on Bidder's letter head and duly Signed by a person competent and having the **"Power of Attorney"** to bind the bidder. Scanned copy of such a "Signed & Stamped with the seal of the company" LOB along with "Power of Attorney" are to be uploaded during bid submission. This will be the covering letter of the bidder for his submitted bid. The content of the "Letter of Bid" uploaded by the bidder must be the same as per the format downloaded from website and it should not contain any other information. If there is any change in the contents of Letter of Bid uploaded by bidder as compared to the format of Letter of Bid uploaded by the department with NIT document, then the bid may be liable for rejection.

Above documents are to be uploaded in folder named "LOB DOCS" provided in the e-procurement portal.

Note:

- i. The person who has signed Letter of Bid physically should bid online while submitting the offer with his DSC mapped in the name of bidder. The physical signature of the person who has signed the LOB will be accepted without questioning the identity of person signing the LOB as the same person is DSC holder and himself is bidding online on CIL's e-Procurement Portal.
 - ii. In case the person who has signed LOB is not bidding himself and has authorized another person whose DSC is mapped in the name of bidder to bid online on his behalf, then the further authorization on non-judicial stamp paper duly notarized by the person signing the LOB in favor of person bidding online is required to be uploaded.
- e. ~~**Pre-Contract Integrity Pact:** The bidders will have to upload a scanned copy of Pre-Contract Integrity Pact dully filled in, signed and stamped on each page of the Pre-Contract Integrity Pact enclosed as Annexure J along with their offer, failing which offer may not be considered. The tenderer should sign and stamp all pages of 'Pre-Contract Integrity Pact' with name and designation of the signatory and witnesses at the last page of the Integrity Pact.
The LOB and Pre-Contract Integrity Pact should be signed by same person.
The scanned copy of Pre-Contract Integrity Pact should be uploaded in the Folder named "COMMERCIAL DOCS" provided in the e-procurement portal.~~
- f. **The tenderer in original printed company letterhead has to submit a declaration that Digital Signature Certificate (DSC) holder, who is bidding on-line in this tender is either the Bidder himself or possesses the authorization from Bidder to bid on behalf of him. (As given in the NIT Annexure -F) The bidder will upload this document in the folder named "ELIGIBILITY DOCS".**
 - g. **Techno- Commercial Parameter Sheet (TPS),** containing the summarized Techno Commercial Parameters and other terms & conditions in Excel format which will be available on CIL's e-procurement portal. This will be downloaded by the bidder who will furnish all the required information on this Excel file in TPS. The Bidder is required to put values, under the column "BIDDER'S VALUE" in TPS and upload the same during bid submission. The above Excel sheet is available at e-procurement service provider portal. The bidders are required to agree to general terms and conditions given TPS to enable them to participate in the tender. Incomplete template or the templates not submitted as per the instructions given will be rejected. **(Format given as Annexure L)**

h. Price Fall Clause

"The Bidder undertakes that it has not offered to supply / supplied / is not supplying same or similar product / systems or sub systems at a price lower than that offered in the present bid in respect of any Organization / Ministry / Department of the Govt. of India or Coal India Ltd. And / or its Subsidiaries or other PSU or any other private organization during the currency of the contract and if it is found at any stage that same or similar product / systems or sub systems was supplied by the bidder to any Organization / Ministry / Department of the Govt. of India or Coal India Ltd. and / or its Subsidiaries or other PSU or any other private organization at a lower price during the currency of the contract, then that very price will be applicable to the present case and the difference in the cost would be refunded by the bidder to buyer, if the contract has already been concluded.

- i. The currency of contract will mean the period till completion of supply.*
- ii. The bidder will be asked to submit a copy of the last (latest) purchase order for the similar/ ordered item(s) received by them from any Organization / Ministry / Department of the Govt. of India Coal India Ltd. and / or its Subsidiaries or other PSU or any other private organization, along with the offer.*
- iii. It shall be responsibility of the supplier to inform the purchaser of offer to supply / supply of the similar / ordered item(s) at a lower rate to any Organization / Ministry / Department of the Govt. of India or Coal India Ltd. and / or its Subsidiaries or other PSU or any other private organization during the currency of the contract.*
- iv. The supplier shall submit a certificate along with the bill(s) that it has not offered to supply / supplied the similar / ordered item(s) at a lower rate to any Organization / Ministry / Department of the Govt. of India or Coal India Ltd. and / or its Subsidiaries or other PSU or any other private organization."*

- 6. Unconditional acceptance of all the Terms and Conditions of the NIT including General Terms & Conditions and other Annexures. (To be agreed in TPS)**
- 7. Submission of Forged/Tempered Documents:** Based on undertaking furnished by the bidder in its Letter of Bid, certifying the authenticity and statement made in the bid as well as documentary support of such statement submitted with online bid against the tender, CIL, while carrying out evaluation of the offer, shall consider the scanned copies of the documents without any verification with the original. However, CIL reserves the right to verify such documents with the original, if necessary at a later stage for which the bidder shall have to submit the original documents to CIL on demand. If at any point of time during procurement process or subsequently, any information or document submitted by the bidder, is found to be false/incorrect /forged/tampered in any way, the total responsibility shall lie with the bidder and CIL reserves the full right to take penal action as may be deemed fit including rejection of the offer and / or banning the bidder in CIL for future tenders. The penal action may include termination of contract / forfeiture of all dues including EMD/ Security Deposit / banning of the firm along with all partners of the firm as per provisions of law. Further, suitable action may be taken for claiming damages from the bidder
- 8. Language:** The language of the bid shall be English. All documents uploaded should also be in English language. In case the original document is in a different language, self-attested English translation must be furnished.
- 9. Communication:** All communication sent by CIL as well as the e-procurement service provider by post/fax/e-mail/SMS shall be deemed as valid communication. The bidder must provide complete address, fax number, e-mail id and mobile number.
- 10.** All notices to the bidders shall be sent by e-mail only during the process of finalization of tender by CIL as well as e-procurement portal. Hence the bidders are required to ensure that their corporate e-mail -id is provided / updated during the registration of vendor with e-procurement portal. Bidders are also requested to indicate their valid corporate e-mail- id and mobile no. of authorized representative at Instruction to Bidders for communications through e- mails / SMS alerts if any.
- 11. CLARIFICATION OF BID:** The bidder may seek clarification online within the specified period. The identity of the Bidder will not be disclosed by the system. The department will clarify as far as possible the relevant queries of bidders. The clarifications given by department will be visible to all the bidders intending to participate in that tender. The clarifications may be asked from the day of e-Publication of NIT. The last date for seeking clarification by bidder will be as per TIME SCHEDULE given at Page 1 of NIT and the last date of giving clarification on-line will be up to 02 (Two) days before the end date of submission of bid.

12. After due date of submission of offer, No modification of the bid or any form of communication with CIL or submission of any additional documents, not specifically asked for by CIL, will be allowed and even if submitted, they will not be considered.

13. LIST OF DOCUMENTS TO BE ATTACHED WITH ONLINE OFFER: The bidder shall upload the duly filled-in, attested and scanned copies of the following **documents** in PDF form in the Techno-Commercial bid of their online offer:-

1. Letter of BID (LOB)- As per Annexure-G(" LOB Docs").
2. Bank Details for Electronic Payment - As per Annexure- E ("Commercial Docs").
- ~~3. Integrity Pact As per Annexure J ("Commercial Docs")~~
4. DSC Declaration Certificate –As per Annexure-F ("Eligibility Docs").
5. Documents required for Eligibility as per Annexure- A of NIT ("Eligibility Docs").
6. Documents required as per clause no. C-10(if applicable) in commercial Docs.
7. Other Documents/Certificates/ Declarations as asked for in various clauses of tender document. ("Commercial Docs") in Clause 16.

The Bidders have to comply with instructions regarding EMD, TPS and also submit (1) Letter of Bid (LOB Docs) (2) Eligibility Docs" (3) "Commercial Docs and BOQ to complete the bidding process. The Bidder should complete all the process and steps required for bid submission. The successful bid submission can be ascertained once acknowledgment is given by the system through bid submission number .i.e. Bid ID. Coal India Ltd will not be responsible for incomplete bid submission by the bidders.

14. Please go through the tender documents carefully and submit your offer accordingly confirming your acceptance of each and every clause mentioned in this tender.

(Note : It may please be noted that E-tendering or e-procurement fall under the purview of the Information Technology Act 2000 and Information Technology (Amendment) Act 2008 and other relevant acts and subsequent amendments if any)

15. Check list of Documents to be uploaded in Techno -Commercial bid:

Important Note:

1. The documents which are to be submitted in "Other Documents" packet of Cover-1 (Technical Cover) should be in a single PDF file. If there is no document to submit in "Other Documents" packet, please upload a blank page in that packet.

2. Document must NOT BE UPLOADED IN OID (OTHER IMPORTANT DOCUMENTS) SECTION, i.e. documents uploaded from your "MY DOCUMENTS" LIST WILL NOT BE CONSIDERED as the bidder's document for this tender. All applicable Annexure are to be uploaded in the respective file by the tenderer after signing in each page all applicable Annexures are to be uploaded in the respective file by the tenderer after signing in each page along with seal of the company.

Any document (except printed leaflets and catalogues) uploaded by the bidders along with their bids MUST bear the seal and signature of the bidder. No such unauthenticated documents shall be entertained/accepted unless they are properly authenticated (signed and duly stamped) by the bidder

16. Scanned copy of documents to be uploaded by bidders (CONFIRMATORY DOCUMENT) during online bid submission:

Digitally signed scanned copy of the following documents tabulated below must be uploaded by all bidders during online submission of the bid under Cover-I (Part-I).

SL no	Eligibility Criteria	Information to be furnished by bidder on line	Digitally signed Scanned copy of documents, to be uploaded in support of information/ declaration furnished online by the bidder against Eligibility Criteria as Confirmatory Document
1	Earnest Money Deposit	-	Bidder will have to upload the document regarding Bid Securing Declaration as per Annexure-L in place of depositing Bid Security / EMD.
2	Legal Status of the bidder	Confirmation in the form of Yes/NO for possessing the supporting documents	<u>Any one of the following document:</u> 1. Affidavit or any other document to prove proprietorship/Individual status of the bidder 2. Partnership deed containing name of partners 3. Memorandum & Article of Association with certificate of incorporation containing name of bidder.
3	Letter of bid	Confirmation in the form of Yes/NO	Letter of bid on bidder's letter head as per Performa given at Annexure-G of the bid document.
4	Undertaking for commitment, genuineness of the information furnished and authenticity of documents uploaded during bidding process.	Confirmation in the form of Yes/NO.	An undertaking regarding genuineness of the information furnished by him on-line and authenticity of the scanned copy of documents uploaded by him on-line in support of his eligibility, as per the format provided in Annexure-H
5	Valid Digital Signature Certificate	Confirmation in the form of Yes/NO for possessing the supporting documents	If the bidder himself is the DSC holder bidding on-line then no document is required. However, if the DSC holder is bidding online on behalf of the bidder then the Power of Attorney or any sort of legally acceptable document for the authority to bid on behalf of the bidder as per the format provided in Annexure-F
6	Mandate Form for Electronic Fund Transfer.	-	E- Mandate form duly filled in and signed by Bank official as per Performa of Annexure-E be uploaded under Cover-I
7	Valid Permanent Account Number (PAN)	Confirmation in the form of Yes/NO for possessing the supporting documents	PAN card issued by Income Tax department, Govt. of India In case of JV/Consortium, PAN Card for each Indian partner of JV/Consortium and Verifiable Tax Residency Certificate of respective country for each foreign partner of JV/Consortium itself.
8	Certificate of IRDA	Confirmation in the form of Yes/NO for possessing the supporting documents	Certificate of IRDA registration issued in favor of bidder is to be uploaded

9	<p>Goods and Service Tax (Not Applicable for Exempted Goods/Services)</p> <p>The bidder should be either GST Registered Bidder under regular Scheme</p> <p>OR</p> <p>GST Registered Bidder under composition Scheme</p> <p>OR</p> <p>GST unregistered Bidder</p>	<p>Confirmation in the form of Yes/No regarding possessing of required document as enlisted in NIT with respect to GST status of the bidder.</p>	<p>The following documents depending upon the status w.r.to GST as declared by Bidder in the BOQ sheet:</p> <p>d) Status: GST Registered Bidder under regular scheme Document: GST Registration Certificate (i.e. GST identification Number) issued by appropriate authority of India.</p> <p>e) Status: GST Registered Bidder under composition scheme Document: GST Registration Certificate (i.e. GST identification Number) issued by appropriate authority of India.</p> <p>f) Status: GST unregistered bidder: Document: A Certificate from a practicing Chartered Accountant having membership number with Institute of Chartered Accountants of India certifying that the bidder is GST unregistered bidder in compliance with the relevant GST rules of. India.</p> <p>Note:</p> <p><u>If turnover of bidder exceeds exemption limit/threshold, the bidder must have GST registration as per GST Act and rules.</u></p>
10	Proof of Office in Kolkata	Confirmation in the form of Yes/No for possessing the supporting documents	Copy of either Lease Agreement or Title Deed or Property Tax Receipt or Electricity Bill or Telephone Bill or Trade License issued by KMC has to be uploaded
11	List of Empanelled surveyors		The bidder shall submit the list of empanelled Surveyor/loss Assessor with their Name, Address, e-mail id & contact no
12	Branches in India		The bidder shall upload the list of Branches of their organisation all over the country
13	Banned/Delisted/debarred or put on Holiday		The bidder has to Give the undertaking in their letterhead as per Annexure-M
14	Confirmation of Local content		The bidder has to Give the undertaking in their letterhead as per Annexure-P
15	Any other document to support the qualification information as submitted by bidder on-line.		

Format for Bank Details for electronic payment
(To be printed/filled in the letter head of the Tenderer and upload in scanned form in the folder named
“Commercial Docs” provided in the e-procurement portal.)

Mandate Form for Electronic Fund Transfer / Internet Banking Payment

(Please fill in the information in CAPITAL LETTERS, Please TICK wherever it is applicable)

1	VENDOR / SUPPLIER / CONTRACTOR / CUSTOMER'S NAME & ADDRESS: (With Telephone No. & Fax No.)	
2	PARTICULARS OF BANK ACCOUNT:	
	A. BANK NAME:	
	B. BRANCH NAME: (Including RTGS Code)	
	ADDRESS:	
	C. 9-DIGIT CODE NUMBER OF THE BANK & BRANCH (As appearing on MICR Cheque issued on the Bank) Or 5-DIGIT Code Number of SBI	
	D. ACCOUNT TYPE: (S.B. Account/Current Account or Cash Credit with Code 10/11/13)	
	E. LEDGER NO./LEDGER FOLIO NUMBER:	
	F. ACCOUNT NUMBER (CORE BANKING) & STYLE OF ACCOUNT (As appearing on the Cheque Book)	
3	DATE OF EFFECT:	

I hereby declare that the particulars given above are correct and complete. If the transaction is delayed or not effected at all for reasons of incomplete or incorrect information, I would not hold the user institution responsible. I have read the option invitation letter and agree to discharge responsibility expected of me as a participant under the scheme. Any bank charges levied by the bank of such e-transfer shall be borne by us.

Date:

(_____)
Signature of the Customer /
Vendor / Supplier / Contractor

Certified that the particulars furnished above are correct as per our records.

Date:

(_____)
Signature of the Authorized
Officials from the Bank

To be printed on the letter head of the Tenderer and upload in scanned form in the folder named “Eligibility Docs” provided in the e-procurement portal.)

Format for Authorisation to DSC holder Bidding Online by the person who has signed Letter of Bid

This is to declare that Who is bidding on line against Tender no.
.....dated on
www.coalindiatenders.nic.in is himself the Digital Signature Certificate (DSC) Holder or possess the authorization from the bidder to bid on behalf of the bidder a copy of Power of attorney is hereby uploaded and put in the folder named “Commercial Docs” .

Name, Signature & Seal of the person who has signed Letter of Bid
and is authorizing the DSC Holder for online bidding.

Name, Signature/ & Seal of the DSC Holder Authorised for online bidding

(To be Printed/ filled in the letterhead of the Tenderer and upload in scanned form in the folder named “LOB Docs” provided in the e-procurement portal.)

Format of Letter of Bid (LOB)

To
Coal India Limited,
Clearing and Forwarding Division
Action Area-1A, New Town,
Kolkata - 700 156,
India

Sub: Letter of Bid for Conclusion of Rate contract valid for a period of 03(three) years for Marine Insurance & Fire and Burglary coverage of imported consignments of CIL and its subsidiaries

Ref. :1. NIT No:
2. Tender Id No :

Dear Sir,

This has reference to above referred bid. I/we have read and examined the conditions of contract, Scope of Work, technical specifications, BOQ and other documents carefully.

I/We am/are pleased to submit our bid for the above work. I/We hereby unconditionally accept the bid conditions and bid documents in its entirety for the above work and agree to abide by and fulfill all terms and conditions and specifications as contained in the bid document.

I/we here by submit all the documents as required to meet the eligibility criteria as per provision of the bid notice/document.

I/We hereby confirm that this bid complies with the Bid validity, Bid security and other documents as required by the Bidding documents.

If any information furnished by me/us towards eligibility criteria of this bid is found to be incorrect at any time, penal action as deemed fit may be taken against me/us for which I/We shall have no claim against CIL/Subsidiary.

Until a formal agreement is prepared and executed, this bid and your subsequent Letter of Acceptance/Work Order shall constitute a binding contract between us and Coal India Ltd.

Should this bid be accepted, I / we agree to furnish Security Deposit within 15 days of issuance of contract and commence the work immediately on issue of Work Order by C&F, CIL. In case of our failure to abide by the said provision Coal India Ltd. shall, without prejudice to any other right or remedy, be at liberty to cancel the letter of acceptance/ award and to forfeit the Earnest Money and also debar us from participating in future tenders for a minimum period 12 months.

(This document is digitally signed by the DSC holder authorised by the bidder and therefore no physical signature is required)

(To be printed on the letter head of the Tenderer and upload in scanned form in the folder named “Eligibility Docs” provided in the e-procurement portal.)

Format of Undertaking

We,, Proprietor/Partner/Legal Attorney/Director/ Accredited Representative of M/s, solemnly declare that :

1. I/We am/are submitting Bid for the work against NIT No. dated and I/we offer to execute the work in accordance with all the terms, conditions and provisions of the bid.
2. Myself/Our Partners/Directors don't has/have any relative as employee of (Name of the Company).
3. All information furnished by us in respect of fulfilment of eligibility criteria and qualification information of this Bid is complete, correct and true.
4. All copy of documents, credentials and documents submitted along with this Bid are genuine, authentic, true and valid.
5. I/we hereby authorize department to seek references / clarifications from our Bankers.
6. We hereby undertake that we shall register and obtain license from the competent authority under the contract labour (Regulation & Abolition Act) as relevant, if applicable.
7. *I/We hereby confirm that we have registration with CMPF / EPF Authorities. We shall make necessary payments as required under law.

Or

*I/We hereby undertake that we shall take appropriate steps for registration as relevant under CMPF / EPF authorities, if applicable. We shall make necessary payments as required under law.

8. *I/We have not been banned or delisted by any Govt., or Quasi Govt. Agencies or PSUs (In case of JV, all partners are covered)

OR

I/We have been banned by the organization named “-----” for a period of ----- year/s, effective from to (in case of JV, name(s) of JV Partner(s)).

9. If any information and document submitted is found to be false / incorrect at any time, department may cancel my/our Bid and action as deemed fit may be taken against me/us, including termination of the contract, forfeiture of all dues including Earnest Money and banning/delisting of our firm and all partners of the firm etc.

Name, Signature & Seal of the person who has signed Undertaking

*Delete whichever is not applicable.

FORMAT OF SECURITY DEPOSIT

Coal India Limited
 Clearing & Forwarding Division,
 Coal Bhavan, Premises No. 04,
 Plot no AF-III, Action Area 1A,
 New Town, Rajarhat, Kolkata - 700156

Re : Bank Guarantee in respect of Contract dated Between Coal India Limited and (Name of the Contractor) M/S a Company / Firm having its office at (hereinafter called the 'Contractor') has entered into a contract dated with Coal India Limited, a Government of India Company incorporated under the Companies Act, 1956 and having its Registered Office at "COAL BHAVAN", Premises No. 04, Plot no AF-III, Action Area 1A, New Town, Rajarhat, Kolkata - 700156 (hereinafter called 'The Company') for the job of Rate Contract for a period of three years for insurance coverage of Marine / Air cargo imported by CIL and its subsidiaries on as and when required basis as specified in the contract against charges i.e total off-take amounting to INR.....(Indian Rupees) on the terms and conditions contained in the said contract.

It has been agreed that 100 Percent bill payment towards charges for the job of Rate Contract for a period of three years for insurance coverage of Marine / Air cargo imported by CIL and its subsidiaries on as and when required basis will be made to the Contractor in terms of the said contract on the contractors furnishing to the company a bank guarantee for the sum of INR..... (Indian Rupees)(03(Three) Percent of Annualized Contract Value) as security for any losses or damage(s) caused to or suffered by or would be caused to suffer by the Company by reason of any failure of the Contractor to perform the job of insurance coverage of Marine / Air cargo imported by CIL and its subsidiaries on as and when required basis in violation of the terms of the said contract referred to above.

We , (Name of the bank) a company incorporated under the Companies Act,1956 and a banking company within the meaning of Banking Regulation Act, 1949 AND having its registered Office at and one of its branches athas at the request of the Contractor agreed to give the guarantee as hereinafter contained.

We (Name of the Bank) (hereinafter called 'the Bank') do hereby unconditionally agree with the Company that if the Contractor shall in any way fail to observe or perform the terms and conditions of the said contract regarding any losses or damage(s) caused to or suffered by or would be caused to suffer by the Company of the said sum of INR(Indian Rupeesonly). or any of them for the job of insurance coverage of Marine / Air cargo imported by CIL and its subsidiaries on as and when required basis or shall commit any breach of its obligations thereunder, the Bank shall on demand and without any objections or demur pay to the Company the said sum of INR (Rupeesonly) or such portion as shall then losses or damage(s) to the company without requiring the company to have recourse to any legal remedy that may be available to it to compel the Bank to pay the same, or calling on the company to compel such payment by the contractor.

Any such demand shall be conclusive as regards the liability of the Contractor to the Company and as regards the amount payable by the Bank under this guarantee. The Bank shall not be entitled to withhold payment on the ground that the contractor has disputed its liability to pay or has disputed the quantum of the amount or that any arbitration proceeding is pending between the Company and the contractor regarding the claim.

We, the Bank further agree that the guarantee shall come into force from the date hereof and shall remain in full force and effect till the period that will be taken for the performance of the said contract which is likely to be the day of but if the period of contract is extended either pursuant to the provisions in the said contract or by mutual contract between the Contractor and the Company the Bank shall renew the period of the guarantee failing which it shall pay to the Company the said sum of INR...(Indian Rupees Or such lesser amount out of the said sum of INR(Rupees) as may be due to the Company in respect of the said sum of INR(Indian Rupees) are fully satisfied and the company certifies that the contract regarding losses or damage(s)of the said sum of INR.....(Indian Rupees). has been fully carried out by the Contractor and discharges the guarantee.

The Bank further agrees with Company that the Company shall have the fullest liberty without the consent of the Bank and without affecting in any way the obligations hereunder to vary any of the terms and conditions of the said

Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021

contract or to the extend the time for performance of the said contract from time to time or to postpone for any time or from time to time any of the powers exercisable by the Company against the Contractor and to forbear to enforce any of the terms and conditions relating to the said contract and the Bank shall not be relieved from its liability by reason of such failure or extension being granted to the contractor or through any forbearance, act or omission on the part of the Company or any indulgence by the Company to the contractor or any other matter or thing whatsoever which under the law relating to sureties would for this provisions have the effect of relieving or discharging the Guarantor.

The Bank further agrees that in case this guarantee is required for a longer period and it is not extended by the Bank beyond the period specified above the Bank shall pay to the Company the said sum of INR.....(Indian Rupees)or such lesser sum as may then be due to the Company out of the said security amount of INR....(Indian Rupees) and as the Company may require.

Notwithstanding anything herein contained the liability of the Bank under this guarantee is restricted to INR(Indian Rupees Only). The guarantee shall remain in force till the day of and unless the guarantee is renewed or a claim is preferred against the Bank within 3 months from the said date all rights of the company under this guarantee shall cease and the Bank shall be released and discharged from all liability hereunder except as provided in the preceding clause.

The Bank has under its constitution power to give this guarantee and Who has signed it on behalf to the Bank has authority to do so.

(Name of the Person)

Dated this day of 20.....
Place

Signature of the authorized person for
and on behalf of the Bank.

**SERVICE LEVEL AGREEMENT BETWEEN
COAL INDIA LTD
&**

.....CO LTD

**ON UNDERWRITING THE MARINE RISK COVERED UNDER MARINE OPEN POLICY (OP) &
MARINE OPEN COVER (OC) AS WELL AS FIRE & BURGLARY POLICY FOR INTERIM STORAGE
OF IMPORTED CARGO.**

This Service Level Agreement (SLA) signed and sealed on thisday of2018 by and between M/s. COAL INDIA LTD / ECL/BCCL/CCL/NCL/WCL/SECL/MCL & CMPDIL, (herein after referred to as Insured/) andCO LTD. (herein after referred to as Underwriters/Insurer), to stipulate the service parameters as regards (I) Documentation and (ii) time frame Claim settlement and also prompt response of communication by the underwriters. With these ends in view, the following points are embodied as agreed by the parties signing the SLA:

1. CIL Ltd has placed Marine Transit Policies named as Marine Open Cover (OC) and Marine Open Policy (OP) along with Fire & Burglary Policy for interim storage at Port/ CFS storage with INSURANCE CO , Divisional office --,-----, Kolkata -----
2. The Insurer confirms that throughout the policy period the insurer will ensure prompt service to any requirement of CIL and its subsidiaries (ECL/BCCL/CCL/NCL/WCL/SECL/MCL & CMPDIL) pertaining to the subject matter of insurance and more particularly to any claims arising out of the perils covered under the subject policies and its relevant documentation.
3. The Insurer agrees to provide to the insured the contact details of a panel of 03(three) surveyors each separately for Fire, Engineering and Miscellaneous Insurance along with the final policy document to facilitate prompt appointment of surveyor directly by CIL from the said panel of surveyors under advice to the insurer. However, in case of major claims above Rs.10 Lakhs, the claim intimations are to be served to the insurer within 72 hours of loss/ operation of peril/ knowledge of loss. The insurer will appoint the surveyor within 48 hours of receipt of such claim intimation.
4. The insurer also agrees to provide to the insured the contact details of all their operating divisional / branch offices all over India for access by various offices of CIL and its subsidiaries (ECL/BCCL/CCL/NCL/WCL/SECL/MCL & CMPDIL) at various location.
5. **PROCEDURE FOR CLAIM SETTLEMENT**
 - a. The underwriter will put in place such a claim procedure that is positive, prompt, transparent and with targets for 'zero' pendency status. Towards this end, the underwriter will endeavor to educate the insured's officials about the procedures and documentation. The insurer agrees that a joint meeting / conference will be organized with participation of potential surveyors, underwriters& CIL's officials. The time and venue of such meeting will be finalized in consultation of CIL for discussing various matters relating to insurance claims procedure. The underwriter will take a fortnightly report from the surveyor in respect of pending claim and keep CIL updated.
 - b. The Insurer shall immediately depute or authorize the Insured to call a surveyor(s) from the approved panel but not later than 48 hours of receipt of intimation from the Insured.
 - c. The surveyor shall call for all the documents in support of claim in one go (whenever possible) for expeditious settlement of claim preferably at the time of visit or within 3 days thereafter.
 - d. The surveyor shall send his Report to the Insurer within 15 days of receipt of all required documents from the insured.
 - e. In normal circumstances the claim has to be settled within 15 days from the date of receipt of final survey report provided, however where no further clarification is sought by the insurer. In case of any subsequent clarification, such period will be counted from the date of such clarification.
 - f. In case the claim is not found tenable/ prejudiced/ settlement offer for lesser amount, the insurer will seek the comments/ clarification of CIL and its subsidiaries (ECL/BCCL/CCL/NCL/WCL/SECL/MCL & CMPDIL) within a fortnight of receiving the survey report. The final view shall be taken within 15 days of receipt of such reply from CIL.
6. **ON-ACCOUNT PAYMENTS AGAINST CLAIMS:**
 - a. In case of net claims exceeding Rs.10 lakhs, the Underwriter shall promptly make "ON-ACCOUNT" payment of 75% of the claimed amount within one week without waiting for completion of formalities once the claim is admitted In other words, on account payment will become due on establishment of prima facie admissibility

of the claim which will be worked out on the basis of estimated value without asking for quotations but subject to surveyor's recommendation and insured placing the order for reinstatement.

- b. The balance amount of the claim shall be settled and paid within 21 days after submission of all relevant documents by the insured.

The insured will give required relevant document to the extent possible/feasible for settlement of claims. However in case of non-availability of required documents, the insurer will settle the claims based on the market information and engineering estimates. In short the emphasis should be on the spirit of indemnity and not on procedures.

- c. The underwriter shall provide assessment of loss to CIL and its subsidiaries (ECL/BCCL/CCL/NCL/WCL/SECL/MCL & CMPDIL). The surveyor shall be advised by the underwriter to directly submit his report on loss minimization and ways to avoid losses in future. However, CIL will not pay any remuneration in this behalf.
- 7. Where it is not feasible/ possible to indicate the original price of the individual damaged items and the damaged/shortage are replaced by manufacturers/ suppliers at replacement price. The insurer will be obliged to settle the claim on such basis.
- 8. In the event of any major claim (75 lakhs or more) the surveyor shall endeavor to complete the survey report within a reasonable time limit of maximum 30 working days and in all other cases, the surveyor shall endeavor to submit the survey report within 15 working days from the date of submission of documents by the insured. However, the insurer will abide by the IRDA regulations.
- 9. Any intimation sent by CIL and its subsidiaries (ECL/BCCL/CCL/NCL/WCL/SECL/MCL & CMPDIL) to the office of the Insurer either through Fax or e-mail or Telegram or Registered letter shall be deemed as intimation sent to the Insurer for all purposes under this Policy. The Insurer shall intimate the name and address of the official to whom such intimation is to be sent.

For CIL Ltd.

ForInsurance Co Ltd

List of Subsidiary Company & Final Destination of CIL

1. The Policies (Open Marine Cover & Open Marine Policy) are to be issued in the name of CIL and its following subsidiary companies.
2. The final destination for unloading the imported cargo would be the premises of ultimate consignee or any other nearby store-points in the coalfield area of ultimate consignee. The subsidiary-wise, HQ & ultimate consignee stores are here under :-

Address of Coal India Ltd & its Subsidiary company with GST no.		Details of ultimate consignee
01	Coal India Ltd, Kolkata (WB) GST no. 19AABCC3929J1ZH (WB) & 18AABCC3929J1ZJ (Assam)	Any Central & Regional Stores within CIL (NEC - Assam)
02	Eastern Coalfields Ltd, Sanctoria, Asansol (WB) GST no. 19 AAACE7590E 1ZI (WB) & 20 AAACE7590E 3ZX (Jharkhand)	Any Central & Regional Stores within the subsidiary company
03	Bharat Coking Coal Limited, Dhanbad (Jharkhand) GST no. 19 AAACB7934M 2Z7 (WB) & 20 AAACB7934M FZB (Jharkhand)	--do--
04	Central Coalfields Ltd., Ranchi (Jharkhand) GST no. 19 AAACC7476R 1ZS (WB) & 20 AAACC7476R HZT (Jharkhand)	--do--
05	Northern Coalfields Ltd., Singrauli (MP) GST no. 19 AABCN4884H 1Z3 (WB), 23 AABCN4884H 1ZE (MP) & 09AABCN4884H 1Z4 (UP)	--do--
06	Western Coalfields Ltd., Nagpur (Maharashtra) GST no. 27 AAACW1578L 1ZW (Maharashtra) & 23 AAACW1578L 1Z4 (MP)	--do--
07	South Eastern Coalfields Ltd., Bilaspur (Chattisgarh) GST no. 22AADCS2066E 9ZL (CG), 23 AADCS2066E 1ZR (MP) & 19AADCS2066E1ZG(WB)	--do--
08	Mahanadi Coalfields Ltd., Sambalpur (Orissa) GST no. 19 AABCM5188P 1ZO (WB) & 21 AABCM5188 1Z3 (Odisha)	--do--
09	CMPDIL, Ranchi (Jharkhand) GST no. 20 AAACC7475N 1Z1 (Jharkhand), 27 AAACC7475N 1Z4 (Maharashtra) & 19 AAACC7475N 1Z1 (WB)	--do--

Bid Securing (EMD) Declaration

If I/We withdraw or modify my/our Bid during the period of validity, or if I/We am/are awarded the contract and I/We fail to sign the contract, or to submit a performance security before the deadline or any other default which attracts forfeiture of EMD (as prescribed in existing manuals) as defined in the request for bids document, I/We will be banned for two years from being eligible to submit bids in CIL and its Subsidiaries.

Date:

Signature of the Bidder

Seal of the Firm / Company

Banned or Delisted or Debarred or 'Put on Holiday' Certificate

Our firm has not been banned or de-listed or debarred or 'Put on Holiday' by any Government or quasi-Government agencies or PSUs.

Date:

Signature of the Bidder
Seal of the Firm / Company

S. No *		Item Code *	Description of Item *	Bidder's Eligibility Status	Specification Parameter *	Unit of Measure *	Evaluation Criteria (To be selected from drop down box in each cell) *	Required Value *	Bidder's value *	Eligibility	
								Start Value		Specification wise	Overall
Tender Inviting Authority: GM(C&F) , Coal India Ltd											
Name of Work: Rate Contract for a period of 03(three) years for insurance coverage of imported consignments.											
Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021											
Bidder Name:											
TECHNICAL PARAMETER SHEET											
1	item1		Rate Contract for a period of three years for insurance coverage of imported consignments of CIL and its subsidiaries.	1	a) Marine / Air Cargo Open Cover” – For import shipment from any overseas Seaport / Airport to final destination in coalfield areas of Coal India Limited and its subsidiaries.	Lot	AGREED or DISAGREED	AGREE	DISAGREE	FALSE	NON-COMPLIED
					b) Marine / Air Cargo Open Policy” – For inland dispatch of imported consignments from any Indian Seaport / Airport / Warehouse to final destination in coalfield areas of Coal India Limited and its subsidiaries.	Lot	AGREED or DISAGREED	AGREE	DISAGREE	FALSE	
					c) Floater Fire Policy” – For interim storage at Port / CFS/ Airport / Warehouse	Lot	AGREED or DISAGREED	AGREE	DISAGREE	FALSE	
					d) Floater Burglary Policy” – For interim storage at Port / CFS/ Airport / Warehouse	Lot	AGREED or DISAGREED	AGREE	DISAGREE	FALSE	
					COMMERCIAL TERMS AND CONDITIONS						
					Copy of valid IRDA Registration /License in the name of bidder is to be uploaded as per eligibility requirement clause no. A.1 Uploaded	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE	

Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021

			List of Branches in india uploaded	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			List of empanelled Surveyor with Name,Address,e-mail id & contact no uploaded	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			Bank EFT mandate duly signed and certified by Bank official as per Annexure-E uploaded.	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			Bid Security declaration as per Annexure-L uploaded.	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			Documents regarding legal status of the bidder as per eligiblity clause no. A.5 uploaded	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			Copy of PAN as per eligiblity clause no. A.6 uploaded	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			Valid DSC Certificate as per eligiblity clause no. A.7 uploaded	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			Proof of having office at Kolkata as per eligiblity clause no. A.8 uploaded	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			GST Registration certificate or certificate by unregistered bidder as per eligiblity clause no. A.9 uploaded	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			Undertaking as per Eligibility clause no. A.10 uploaded	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			LOB as per clause no.4 of Annexure -D uploaded .	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			Validity of offer as per clause no. C.4 a) of terms and condions	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE
			Unconditional acceptance of All other terms and conditions of the NIT including General Terms & Conditions and other Annexures.	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE

				Certified that the rates quoted by us in this tender is not higher than which we have quoted / quoting and operating for similar nature of transportation jobs to the other PSU(s) / Government Departments. If any time during the tenure of the contract to be concluded against this tender, it is learnt that the rates quoted by tenderer are higher the difference thereof shall forthwith be realised from us /our SD money as well as the contract may led to cancellation.	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE	
				Certified that we are presently not put on holiday, suspended, banned or black-listed or de-listed by CIL and its subsidiaries or any Government or Quasi Government Agency / Government Departments or PSU(s)	NA	AGREED or DISAGREED	AGREE	DISAGREE	FALSE	
***TECHNICAL PARAMETER SHEET										
***PLEASE ENTER THE DETAILS AS PER THE INFORMATION AND DOCUMENTS YOU HAVE W.R.T. YOUR OFFERED ITEM/S										
BY TENDER INVITING AUTHORITY										

BoQ1

Item Wise BoQ													
Tender Inviting Authority: GM, C&F Division, Coal India Limited, Kolkata - 700 156													
Name of Work: Rate contract valid for a period of 3 years for Marine Insurance Coverage of imported consignments of CIL and its subsidiaries .													
Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021													
Bidder's Status (Mandatory)		Select											
Name of the Bidder/ Bidding Firm / Company :													
PRICE SCHEDULE													
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)													
NU MB ER #	TEXT #	NU MB ER #	NUM BE R	NUMBER	NUMBER	NUMBER	TEXT	TEX T	NUM BE R	NUMBER	NUMBER	NUMBE R #	TEXT #
Sl. No.	Item Description	Qua ntity	Total Amount of MARINE CARGO OPEN COVER FOR IMPORT S (OC): in Rs. P	Total Amount of MARINE CARGO OPEN POLICY FOR INLAND TRANSIT in Rs. P	Total Amount of FLOATER STANDARD FIRE & SPECIAL PERIL POLICY (INCLUDING STFI, EQ AND TERRORISM) FOR INTERIM STORAGE OF IMPORTED CONSIGNMENTS AT PORT/ CFS/AIRPORT/WAREH OUSE in Rs. P	Total Amount of FLOATER BURGLARY POLICY (WITH THEFT EXTENSION) FOR INTERIM STORAGE OF IMPORTED CONSIGNMENTS AT PORT/ CFS/AIRPORT/WARE HOUSE in Rs. P	Total value with out GST of Marine Insurance Coverage of imported consignments of CIL and its subsidiaries in Rs. P	GST @ 18%	Total GST in Rs. P	Total value with GST of Marine Insurance Coverage of imported consignme nts of CIL and its subsidiarie s . Rs. P	Input Tax Credit for OPEN COVER FOR IMPORTS & OPEN POLICY FOR INLAND TRANSIT In Rs. P	TOTAL LANDE D price (For Evaluati on Purpos e) Without Taxes in Rs. P	TOTAL AMOUN T In Words
1	2	4	14	15	16	17	18	19	20	21	22	53	55
1	Rate contract valid for a period of 3 years for Marine Insurance Coverage of imported consignments of CIL and its subsidiaries .	1.00 0	0.00	0.00	0.00	0.00	0.00	18.0 0%	0.00	0.00	0.00	0.00	INR Zero Only
Total in Figures												0.00	INR zero Only
Quoted Rate in Words													

Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021

ITEM WISE BoQ						
Tender Inviting Authority: GM, C&F Division, Coal India Limited, Kolkata - 700 156						
Name of Work: Rate contract valid for a period of 3 years for Marine Insurance Coverage of imported consignments of CIL and its subsidiaries .						
Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021						
Name of the Bidder/ Bidding Firm / Company :	PLEASE ENTER BIDDER NAME AT BoQ1					
PRICE SCHEDULE						
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)						
Sl. No.	.Item Description	Units	Estimated Imports/Sum Insured for 3 years in Rs. P	BASIC RATE of Premium In Percentage (Figure with % symbol) To be entered by the Bidder	TOTAL PREMIUM AMOUNT Without Taxes in Rs. P	TOTAL PREMIUM AMOUNT In Words
1.01	<p>MARINE CARGO OPEN COVER FOR IMPORTS (OC):</p> <p>a) Interest:- (a) Imports of Machinerics /Equipment's / Project Equipment's /Tyres / Spares & Stores used in Mining Industries. (b) Nature of Cargo: Break Bulk / Containerized (FCL or LCL), ODC/OWC etc.</p> <p>b) Total Estimated Turnover of Imports / Sum Insured for 3 (Three) years shall be as mentioned against each company.</p> <p>c) Single Carrying Limit (SCL) per Sea Voyage shall be as mentioned in Clause no Annexure B-1 of NIT</p> <p>d) Limit per location shall be as mentioned in Clause no Annexure B-1 of NIT</p> <p>e) Voyage :-Cover required from any overseas Sea/Air Port in the World to Final Warehouse of CIL &/or its subsidiary company(s) warehouse (Annexure-K) or anywhere in India as the case may be under FOB Contracts.</p> <p>f) Mode of Conveyance :- (i) By Approved Vessel as per shipping arrangements through their respective Forwarding Agents/Nominees.</p> <p>g) By Air Craft through respective Forwarding Agents/Nominees</p> <p>h) By Rail/ Road/Air from Sea Port/Air Port of entry to final destination in coal fields of CIL through transporter/courier/any authorized person.</p> <p>i) Cover Required : Marine ALL RISK as per (i) ICC (A) Clause with (ii) War & SRCC Clause</p> <p>j) Basis of Valuation :110% of Invoice value+Freight</p> <p>k) Policy Excess :- Not exceeding 0.25% of consignment value per conveyance.</p> <p>l) Premium to be offered in percentage (%) of Estimated Sum Insured.</p>					

Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021

1.1	COAL INDIA LIMITED (CIL), KOLKATA	LOT	100000000.00		0.00	INR Zero Only
1.2	BHARAT COKING COAL LIMITED (BCCL), DHANBAD	LOT	100000000.00		0.00	INR Zero Only
1.3	CENTRAL COALFIELDS LIMITED (CCL), RANCHI	LOT	100000000.00		0.00	INR Zero Only
1.4	MAHANADI COALFIELDS LIMITED (MCL), SAMBALPUR	LOT	100000000.00		0.00	INR Zero Only
1.5	NORTHERN COALFIELDS LIMITED (NCL), SINGRAULI	LOT	250000000.00		0.00	INR Zero Only
1.6	WESTERN COALFIELDS LIMITED (WCL), NAGPUR	LOT	100000000.00		0.00	INR Zero Only
1.7	EASTERN COALFIELDS LIMITED (ECL), SANCTORIA	LOT	200000000.00		0.00	INR Zero Only
1.8	SOUTH EASTERN COALFIELDS LIMITED (SECL), BILASPUR	LOT	300000000.00		0.00	INR Zero Only
1.9	CENTRAL MINE PLANNING AND DEVELOPMENT INSTITUTE LIMITED (CMPDIL), RANCHI	LOT	200000000.00		0.00	INR Zero Only
Total in Figures					0.00	INR Zero Only
Quoted Rate in Words		INR Zero Only				

Validate Print Help

Item Wise BoQ

Tender Inviting Authority: GM, C&F Division, Coal India Limited, Kolkata - 700 156

Name of Work: Rate contract valid for a period of 3 years for Marine Insurance Coverage of imported consignments of CIL and its subsidiaries .

Contract No: CIL/ C&F/ Marine Insurance /Tender /2018-19/38 dated 19.07.2018

Name of the Bidder/ Bidding Firm / Company :		PLEASE ENTER BIDDER NAME AT BoQ1						
PRICE SCHEDULE								
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)								
Sl. No.	Item Description	Quantity	Units	Estimated Turn Over of Inputs/Sum Insured Rs. P	BASIC RATE In Figures (with % symbol) To be entered by the Bidder in Rs. P	TOTAL AMOUNT Without Taxes in Rs. P	TOTAL AMOUNT In Words	
1.01	<p>MARINE CARGO OPEN POLICY FOR INLAND TRANSIT :- Covering Transit risk in respect of – i) Non-FOB imports where Marine Transit Cover is extended up to Port of entry (India) by the Overseas Supplier. ii) F.O.B. Imports where duration clause has been expired at Port of entry (India)/ CFS / Warehouse.</p> <p>a) Interest :- (a) Inland transit of imported Machineris /Equipment's /Project Equipment's /Tyres/ Spares & Stores used in Mining Industries. b) Nature of Cargo: Break Bulk / Containerized (FCL or LCL),ODC &OWC etc. c) Total Estimated Turnover / Premium to be offered in percentage (%) of Sum Insured for 3 (Three) years shall be as mentioned against each company. d) Limit per Conveyance/ Single Carrying Limit (SCL) for inland transit shall be as mentioned in Clause no Annexure B-1. 2)n of NIT e) Limit per location (per bottom limit) shall be as mentioned in Clause no Annexure B-1. 2)n of NIT f) From any Indian Seaport/ Airport/ Warehouse to Final Warehouse of all CIL & its subsidiary company(s) warehouse (Annexure-H) or anywhere in India as the case may be. g) Mode of Conveyance :-) By Rail/ Road/Air from Sea Port/Air Port of entry to final destination in coal fields of CIL through transporter/courier/any authorized person. h) Risk to be Covered : Marine ALL RISK as per ITC (A) Clause with SRCC Clause i) Basis of Valuation : C I F j) Excess: Not exceeding 0.25% of consignment value. k) Claim Detection period: To be extended up to 30 days from the date of arrival of consignment at site/final destination. l) The Cover should also include dispatch/ procurement to/ from Andaman & Nicobar Island under Inland Vessel Clause. m) Premium to be offered in percentage (%) of Indicative Sum Insured in Cover II i.e.Price Bid.</p>							
1.1	COAL INDIA LIMITED (CIL), KOLKATA	1.000	LOT	10000000.00		0.00	INR Zero Only	
1.2	BHARAT COKING COAL LIMITED (BCCL), DHANBAD	1.000	LOT	50000000.00		0.00	INR Zero Only	
1.3	CENTRAL COALFIELDS LIMITED (CCL), RANCHI	1.000	LOT	100000000.00		0.00	INR Zero Only	
1.4	MAHANADI COALFIELDS LIMITED (MCL), SAMBALPUR	1.000	LOT	50000000.00		0.00	INR Zero Only	
1.5	NORTHERN COALFIELDS LIMITED (NCL), SINGRAULI	1.000	LOT	200000000.00		0.00	INR Zero Only	
1.6	WESTERN COALFIELDS LIMITED (WCL), NAGPUR	1.000	LOT	50000000.00		0.00	INR Zero Only	
1.7	EASTERN COALFIELDS LIMITED (ECL), SANCTORIA	1.000	LOT	100000000.00		0.00	INR Zero Only	
1.8	SOUTH EASTERN COALFIELDS LIMITED (SECL), BILASPUR	1.000	LOT	400000000.00		0.00	INR Zero Only	
1.9	CENTRAL MINE PLANNING AND DEVELOPMENT INSTITUTE LIMITED (CMPDIL), RANCHI	1.000	LOT	40000000.00		0.00	INR Zero Only	
Total in Figures						0.00	INR Zero Only	
Quoted Rate in Words			INR Zero Only					

Item Rate BoQ							
Tender Inviting Authority: GM, C&F Division, Coal India Limited, Kolkata - 700 156							
Name of Work: Rate contract valid for a period of 03 years for Marine Insurance Coverage of imported consignments of CIL and its subsidiaries.							
Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021							
Name of the Bidder/ Bidding Firm / Company :	PLEASE ENTER BIDDER NAME AT BoQ1						
PRICE SCHEDULE							
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevent columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)							
NUMBER #	TEXT #	TEXT #		NUMBER	NUMBER #	NUMBER #	TEXT #
Sl. No.	Item Description	Units	Period of Contract	Estimated Imports/Sum Insured Annual in Rs. P	BASIC RATE of Premium In Figures (Yearly Premium) To be entered by the Bidder in Rs. P	TOTAL AMOUNT of Premium Without Taxes in Rs. P	TOTAL AMOUNT In Words
1.03	FLOATER STANDARD FIRE & SPECIAL PERIL POLICY (INCLUDING STFI, EQ AND TERRORIST) FOR INTERIM STORAGE OF IMPORTED CONSIGNMENTS AT PORT/ CFS/AIRPORT/WAREHOUSE Floater Fire Cover of cargo for interim storage of imported consignments at port / CFS/Airport /Warehouse for (1) Non-FOB imports where marine transit cover is extended up to unloading port by the overseas suppliers. (2) FOB imports where duration clause has been expired at port / CFS/Airport /Warehouse. a) Properties to be covered: Imported Machineries /Equipment's /Project Equipment/Tyres/ Spares & Stores used in Mining Industries. Commodities are in the nature of Break Bulk/ Containerized Cargo (LCL/FCL) / ODC/OWC etc. b) Location: Any Indian Sea Port/ Air Port or at Customs Bond/ Warehouse/ CFS. Stocks are either kept in Go-down or at open yard. c) Sum Insured Annual : Rs.15 Crore d) Standard Fire & Special Peril Policy with : (a) Add on Cover for (i) Earthquake (ii) STFI (Storm, Typhoon, Flood, Inundation) (iii) Terrorism e) Excess under Fire Policy is as stipulated by GIC Council/ IRDA. f) This insurance Contract (Fire) is for a period of 03(Three) years. g) Premium to be offered in INR for the Annual Sum Insured.	YEARS	3	150000000.00		0.00	INR Zero Only
Total in Figures						0.00	INR Zero Only
Quoted Rate in Words	INR Zero Only						

Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021

ITEM WISE BoQ							
Tender Inviting Authority: GM, C&F Division, Coal India Limited, Kolkata - 700 156							
Name of Work: Rate contract valid for a period of 3 years for Marine Insurance Coverage of imported consignments of CIL and its subsidiaries .							
Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021							
Name of the Bidder/ Bidding Firm / Company :	PLEASE ENTER BIDDER NAME AT BoQ1						
PRICE SCHEDULE							
(This BOQ template must not be modified/replaced by the bidder and the same should be uploaded after filling the relevant columns, else the bidder is liable to be rejected for this tender. Bidders are allowed to enter the Bidder Name and Values only)							
Sl. No.	Item Description	Units	Period of Contract	Estimated Imports/Sum Insured Annual in Rs. P	BASIC RATE of Premium In Figures (Yearly Premium) To be entered by the Bidder in Rs. P	TOTAL AMOUNT of Premium Without Taxes in Rs. P	TOTAL AMOUNT In Words
1.04	FLOATER BURGLARY POLICY (WITH THEFT EXTENSION) FOR INTERIM STORAGE OF IMPORTED CONSIGNMENTS AT PORT/ CFS/AIRPORT/WAREHOUSE Floater burglary policy (with Theft extension) of cargo for interim storage of imported consignments at port / CFS/Airport /Warehouse for (1) Non-FOB imports where marine transit cover is extended up to unloading port by the overseas suppliers (2) FOB imports where duration clause has been expired at port / CFS/Airport/Warehouse . a) Properties to be covered: Imported Machineries /Equipment's /Project Equipment/Tyres/ Spares & Stores used in Mining Industries. Commodities are in the nature of Break Bulk/ Containerized Cargo (LCL/FCL) / ODC/OWC etc. b) Location: Any Indian Sea Port/ Air Port or at Customs Bond/ Warehouse/ CFS. Stocks are either kept in Go-down or at open yard. c) Sum Insured Annual: Burglary Policy on Annual SI of Rs.15 Crore with theft extension. d) Excess under Burglary Policy is 0.25% on claim subject to minimum of Rs 5000/- . e) This insurance Contract (Burglary)is for a period of 03 (Three) years. f) Premium to be offered in INR for the Annual Sum Insured.	YEARS	3	150000000.00		0.00	INR Zero Only
Total in Figures						0.00	INR Zero Only
Quoted Rate in Figures		Select				0.0000	Zero Only
Quoted Rate in Words						INR Zero Only	

Tender no: CIL/C&F/Marine Insurance/RC/e-Tender/2021-22/79 dated 09.07.2021

ANNEXURE-P

**Self-Certificate for Local Content
For 'Class-I Local Supplier'**

We hereby confirm in respect of quoted item(s) that amount of value added in India [which is the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties)] as a proportion of the total value is equal to or more than 50%.

The details of the location(s) at which the local value addition made is/are as under:

- 1.....
- 2.....
- 3.....

Date:

Signature of the Bidder
Seal of the Firm / Company

===== OR =====

For 'Class-II Local Supplier'

We hereby confirm in respect of quoted item(s) that amount of value added in India [which is the total value of the item procured (excluding net domestic indirect taxes) minus the value of imported content in the item (including all customs duties)] as a proportion of the total value is equal to or more than 20 % but less than 50 %.

The details of the location(s) at which the local value addition made is/are as under:

- 1.....
- 2.....
- 3.....

Date:

Signature of the Bidder