



रामगुण्डम फर्टिलाइजर्स एंड केमिकल्स लिमिटेड



एक कदम स्वच्छता की ओर

Bidding Document for Engagement of Insurance Broker for All Insurance Policies for the Period from 15.07.2023 to 14.07.2024

Form F-1: Format of Covering Letter of Bid

The Manager (F&A)

**Ramagundam Fertilizers And Chemicals Limited
Kribhco Bhawan, 4th Floor, Sector-1,
Noida-201 301**

Sub: Bid document No RFCL/Insurance Broker/2023-24

Dear Sir,

Having gone through the Bidding Document for undertaking proposals for engagement of Insurance Brokers to provide support services for all your insurance requirements for the period 15.07.2023 to 14.07.2024 in respect of Comprehensive Operational Policies/ Miscellaneous Insurance policies and to manage the insurance portfolio of the company and assist in various insurance-related matters at no cost to the company (RFCL), including the Technical Qualifications, General Bid Conditions and the Technical bid etc., the Receipt of which is hereby confirmed, I, _____ (Name & Designation of Authorized Signatory), of the _____ (Name of the company), am pleased to offer our Bid containing our Technical Bid with a view to undertake and execute the whole range of Insurance Policies, sought for by the RFCL against various perils and in conformity with the said Bidding Document.

We confirm and declare that we are registered with the Insurance Regulatory Development Authority (IRDA) for the purpose of providing Insurance Brokers to provide support services for all insurance requirements and not debarred or black listed by any PSUs'/State Government Organisations/ Central Government Organisations/ Cooperatives during the last 3 years and ending on the date of submission of the bid.

We further confirm and declare that we are meeting the eligibility criteria laid down by the RFCL in conformity with the guidelines issued by IRDA from time to time and there is no deviation in the terms & conditions offered by us with reference to the IRDA guidelines, whatsoever. We also confirm that all the terms & conditions of bid document are acceptable to us and this confirmation should be considered as all the pages of bid document have been signed by me, the authorized signatory. Further, we also agree to sign the Integrity Pact as given in Format F-4.

We further confirm and declare that this bid shall be valid for a period of 60 days from the date of opening of Technical Bid, and shall remain binding upon us if the same is accepted by RFCL at any time before the expiry of 60 days period. We also agree to extend the validity period for another 15 days, if extension is sought by RFCL.

[Signature]
23/06/2023

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The bid together with our written acceptance thereof in your notification of award shall constitute a binding agreement between us.

Date:

Signature of Bidder's Authorized Signatory:

Name & Designation of Authorized Signatory:

Note: This document must be inked signed by authorized signatory and uploaded through his/her digital signature.

*Qatar
23/06/2023*



समागण्डम फाटिलाइजस एण्ड सेरविस्स लिमिटेड



एक करम स्वच्छता की ओर

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Form F-2: Format of Bidder's General Information

A. General Details:

1. Bidder Name:	
2. Registered or Corporate Office Address:	
3. Year of Incorporation:	
4. Number of Years in Operation:	
5. Address for communication (If not same as in 2 above):	
6. Telephone Numbers:	
7. E-mail Address for communication:	
8. Name of Contact Person:	
9. His/her Mobile Number:	

B. Financial Details:

(Amounts in Crore Rupees)

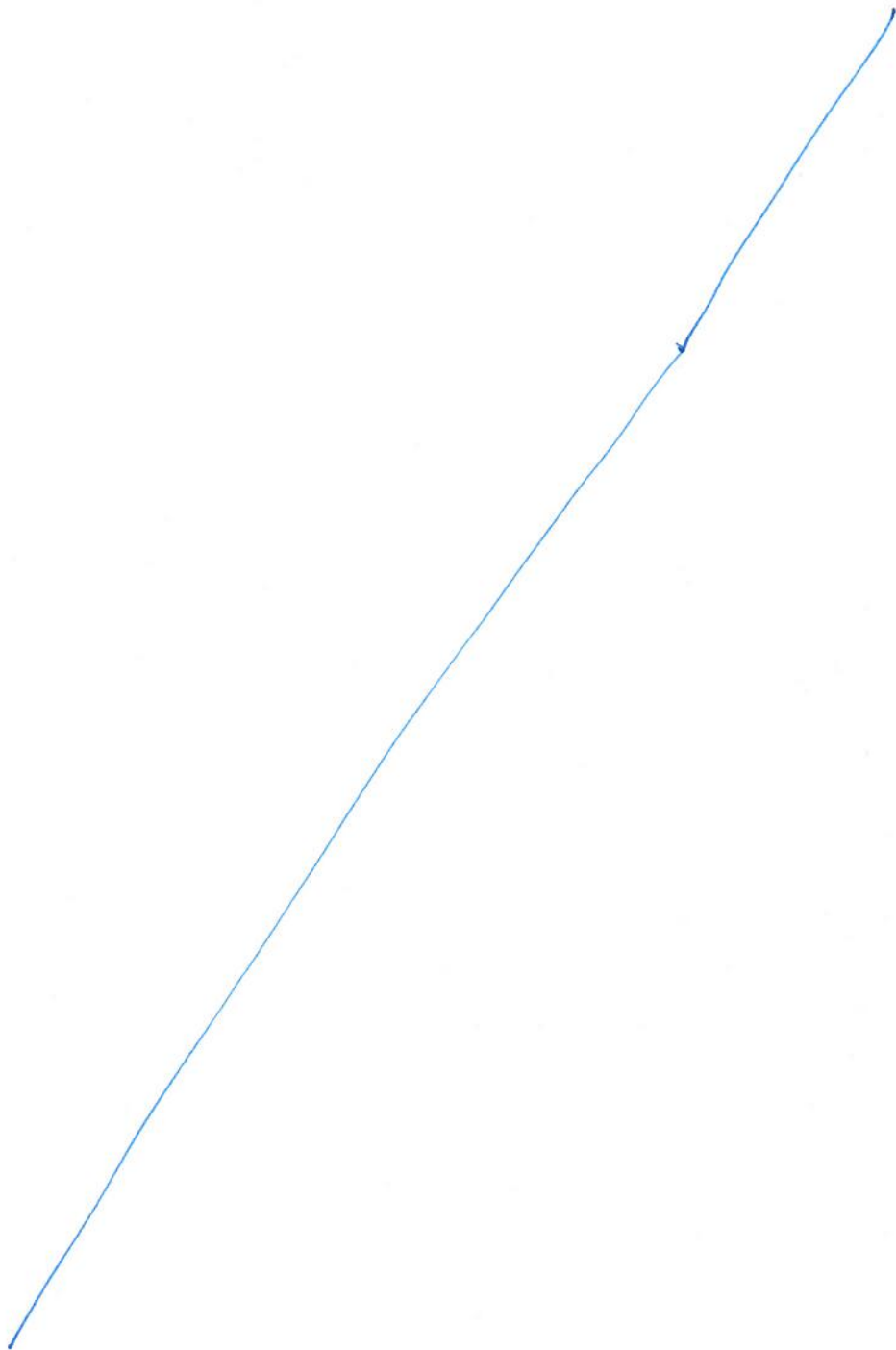
S. No.	Parameter	2019-20	2020-21	2021-22
1.	Net Worth (From Indian operations) during the three financial years, 2019-20, 2020-21 & 2021-22.			
2.	Annual revenue/ turnover from Indian operations during the three financial years, 2019-20, 2020-21 & 2021-22.			

Place: New Delhi

Date:

Signature of Authorized Signatory

Signature
23/06/2023



Bidding Document for Engagement of Insurance Broker for All Insurance Policies for the Period from 15.07.2023 to 14.07.2024

3	<p>No. of appointments as Direct insurance broker for Mega Operational Policies with Property Damage & Business Interruption/Standard Fire Policy with sum insured more than Rs. 2000 (Two Thousand) Crores during the last three (3) years ending on last day of previous month in which tender is being issued.</p> <p>(Experience from 1 company shall be counted 1 time only, even of the company has been served for multiple years)</p>	<p>No. of appointments as direct insurance broker (Copies of policies mentioning the bidder as direct insurance broker/ letter of appointment) for policies with sum insured more than Rs. 2000 (Two Thousand) Crores during last three years.</p>	<p>No. of clients:</p> <p>_____</p>
4	<p>Number of appointments as Insurance Broker for Fertilizer Companies/ Fertilizer Cooperatives for lining up their respective Mega Operational Policies with Property Damage & Business Interruption/Standard Fire Policy in the last 3 years ending on last day of previous month in which tender is being issued.</p> <p>(Experience from 1 company shall be counted 1 time only, even of the company has been served for multiple years)</p>	<p>No. of appointments as direct broker from clients</p>	<p>No. of clients:</p> <p>_____</p>
5	<p>Number of high-value claims (greater than Rs. 10 Crores upto Rs. 20 Crores) handled (settled/on account payment received) as a direct broker in the last six (6) years ending on last day of previous month in which tender is being issued.</p>	<p>Experience in handling high-value claims</p>	<p>No. of Claims:</p> <p>_____</p>



Signature
23/07/2023



Bidding Document for Engagement of Insurance Broker for All Insurance Policies for the Period from 15.07.2023 to 14.07.2024

Form F-3: Format of Technical Information/Bid:

S. NO	Parameter (Final)	Basis of evaluation	Details Submitted
1.	Number of completed Years since Composite Broking/Direct Broking License given by IRDAI as on last day of previous month in which tender is being issued.	Experience of Insurance Broker	No. of completed years : _____
2	Total numbers of PSUs companies/ Central Government/State Government Organisations served for General Insurance policies (excl. Agriculture and Motor) portfolio as insurance broker during last three (3) years ending on last day of previous month in which tender is being issued. (Experience from 1 PSU/State/Central Government Organisation shall be counted 1 time only, even if the PSU entity has been served for multiple years)	Experience in servicing PSUs / Central Government /State Government Organizations (in numbers) in general insurance	No. of PSUs/ Government Organizations: _____

Q. Khan
23/06/2023

6	Number of high-value claims (greater than Rs. 20 Crores upto Rs. 50 Crores) handled (settled/on account payment received) as a direct broker in the last six (6) years ending on last day of previous month in which tender is being issued.	Experience in handling high-value claims	No. of Claims: _____
7	Number of high-value claims (greater than Rs. 50 Crores) handled (settled/on account payment received) as a direct broker in the last six (6) years ending on last day of previous month in which tender is being issued.	Experience in handling high-value claims	No. of Claims: _____
8	Average annual revenue/ turnover of the company from their Indian operations during the three (3) financial years, 2019-20, 2020-21 & 2021-22.	Average turnover during preceding three years.	Annual revenue/ Turnover (Rs. In crore): FY2019-20: _____ FY2020-21: _____ FY2021-22: _____ Total: _____ Average: _____

[Signature]
23/11/2022

Bidding Document for Engagement of Insurance Broker for All Insurance Policies for the Period from 15.07.2023 to 14.07.2024

9	<p>Number of appointments as direct broker from clients with premium of Rs. 20 crores and above (excluding GST) in any of the last three (3) years ending on last day of previous month in which tender is being issued.</p> <p>(Experience from 1 company shall be counted 1 time only, even if the company has been served for multiple years)</p>	<p>No. of Clients having experience in handling large property policies with premium in excess of INR 20 Crores (excluding GST)</p>	<p>No. of Clients:</p> <p>_____</p>
10	<p>Average Net worth of the company from their Indian operations during the three (3) financial years, 2019-20, 2020-21 & 2021-22</p>	<p>Average net worth during last three years.</p>	<p>Net Worth (Rs. In crore):</p> <p>FY2019-20: _____</p> <p>FY2020-21: _____</p> <p>FY2021-22: _____</p> <p>Total: _____</p> <p>Average: _____</p>

(Signature of Authorised Signatory)

Note:- Bidders are advised to fill the format duly supported with documents as required under Table-I. In case there is variation in the information provided in this format and documents submitted, such bid(s) shall be summarily rejected.

RFCL shall evaluate the submitted documentary evidences and shall assign scores based on evidences submitted against each category and shall not entertain any communication once the bids are evaluated.



[Signature]
23/06/2023

