

**INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH  
GOREGAON (EAST), MUMBAI**

**TENDER DOCUMENT FOR**

**Property Insurance Policies (All Risk, Electrical Equipment, Burglary,  
Money and Fire and Allied Perils Insurance) of the IGIDR**

**NIT No: IGIDR/Tender/2022/ED/23 Date: 27<sup>th</sup> May 2022**

**INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH**

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**Gen. A.K. Vaidya Marg, Film city Road, Santosh Nagar, Goregaon (East), Mumbai-400065.**

**TELEPHONE: 022 6909 6200 / 507; FAX: 022 6909 6399.**

# INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH, MUMBAI

## Notice Inviting Tender

NIT No: IGIDR/Tender/2022/ED/23

Date: 27<sup>th</sup> May 2022

“NAME OF TENDER: Renewal of various Property Insurance policies of the INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH, GOREGAON (E), MUMBAI – 400 065.”

1. Institute invites bids from reputed & qualified insurance agencies for the following work:

Name of work	Policy Period
(1)	(2)
Property Insurance policies (All Risk, Electrical Equipment, Burglary, Money and Fire and Allied Perils Insurance) of the IGIDR	1 <sup>st</sup> July 2022 to 30 <sup>th</sup> June 2023

2. The tender in two bid systems being invited for the above mentioned work. IGIDR reserves its right to award the work to the successful bidder.
3. The tender bids in two bid system are invited through two separate Emails to [tender@igidr.ac.in](mailto:tender@igidr.ac.in) : “Email-1: EMD and Pre-Qualification/Technical Bid” and “Email-2: Financial bid”. Subject of email should be mentioned as- “Email-1: EMD & Prequalification/Technical Bid for Property Insurance policies of the IGIDR” and “Email-2: Financial Bid for Property Insurance policies of the IGIDR” respectively. All the bid documents should be attached as a PDF document or zip file and the financial bid file should be protected with a password.
4. Last date of submission of Tender bid shall be up to **03:00 PM on 17<sup>th</sup> June 2022**.
5. The Institute reserves the right to reject any prospective application without assigning any reasons whatsoever.

REGISTRAR

**SECTION-A\***

LETTER OF OFFER

Date \_\_\_\_\_

To,  
The Registrar,  
Indira Gandhi Institute of Development & Research,  
Gen. A.K. Vaidya Marg, Film city Road,  
Goregaon (East), Mumbai 400065.

**Subject:** Tender for Property Insurance policies of the IGIDR, Mumbai.

**Reference:** NIT No. IGIDR/Tender/2022/ED/23 Date: 27<sup>th</sup> May 2022

Dear Sir,

With respect to your above mentioned tender, we hereby submit our tender bid in the required format along with Company Profile and supporting documents.

Should this tender be accepted, I/We hereby agree to abide by and fulfill the terms and provisions of the said Conditions of Contract annexed hereto so far as they may be applicable.

We have carefully gone through the terms and conditions, policy inclusions prescribed, and we accept the same in to without any alterations / modifications.

Yours faithfully,

**Signature**

Name & seal of Bidder

*\* The bidder should submit the Letter of Offer on their company letterhead.*

**SECTION-B**  
**GENERAL INSTRUCTIONS TO BIDDER**

Tender bid through email should be addressed to The Registrar, Indira Gandhi Institute of Development Research, Goregaon (East), Mumbai-400065.

1. The tender bids in two bid system are invited through two separate Emails to [tender@igidr.ac.in](mailto:tender@igidr.ac.in) : **“Email-1: Pre-Qualification/Technical Bid”** and **“Email-2: Financial bid”**. Subject of email should be mentioned as- **“Email-1: Prequalification/Technical Bid for Property Insurance policies of the IGIDR”** and **“Email-2: Financial Bid for Property Insurance policies of the IGIDR”** respectively. **All the bid documents should be attached as a PDF document or zip file.**
2. All the required documents should be scanned and merged either into a single PDF file or zipped into a single file and attached to the respective Emails. **The Financial bid should be attached as a PDF document protected with a password and the password to be shared at the time of financial bid opening through online meeting. The vendor should keep their password securely with them and required to give only when asked in online meeting for financial bid opening.**
3. The bids will be received up to **03:00 PM on 17<sup>th</sup> June 2022**. Each copy of the tender document under their stamp and signature. No tender will be accepted after due date under any circumstances whatsoever.
4. The Email bid with subject **“Tender & Pre-qualification Bid for Renewal of Property Insurance policies of the IGIDR”** shall be opened by REGISTRAR or his authorized representative in his office on the same day **17<sup>th</sup> June 2022 at 04:30 PM through online meeting platform**. The link of meeting will be shared with participated bidders. In case, holiday is declared by the Government on the day of opening the bids, the bids will be opened on the next working day at the same time.
5. The Email bid with subject: **“Financial bid for Property Insurance policies of the IGIDR”** of only qualified bidders will be opened. The date of opening of financial bid and link for online meeting shall be informed by the institute to the qualified bidders. **The bidders should provide the password of financial bid PDF file during the opening of the financial bid. In case bidder can NOT provide password for financial bid at the opening then their bid shall be rejected.**
6. Tenders shall remain valid for acceptance by the Institute for a period of three months from the date of opening of the tender which period may be extended by mutual agreement and the bidder shall not cancel or withdraw the bid during this period.



7. The bidder must use only the bid forms issued by the Institute to fill in the rates. Any addition/alteration in the text of the Tender form made by the bidder shall not be valid and shall be treated as null and void.
8. The Tender form must be filled in English. If any of the documents is missing or unsigned, the tender may be considered invalid by the Institute in its discretion.
9. Rates should be quoted both in figures and in words in columns specified. Overwriting of figures is not permitted. Failure to comply with either of these conditions will render the tender void at the Institute's option. No advice whatsoever especially on any change in rate specifications after the opening of the tender will be entertained.
10. Each Page of the Tender Documents should be stamped and signed by the authorized person or persons submitting the Tender in token of his/their having acquainted himself/themselves with the General terms & conditions, specifications, special conditions of contract, etc. as laid down. Any Tender with any of the documents not so signed will be rejected.
11. No bidder will be allowed to withdraw after submission of the tender.
12. The Institute does not bind itself to accept the lowest or any tender and reserves to itself the right to accept or reject any or all the Tenders, either in whole or in part, without assigning any reasons for doing so.
13. Financial bid must include in their rates, applicable GST and any other tax and stamp duty or other levy in force levied by the Central Government or any State Government or Local Authority, if applicable.
14. The intending bidder can obtain any clarifications regarding the scope of inclusion in policy i.e. employee details, previous policy details etc. if any by contacting **Mr. Samir Parab (Administrative Officer) on his mobile number -8097171963** or email - [samir@igidr.ac.in](mailto:samir@igidr.ac.in) or from the Administration office of the Indira Gandhi Institute of Development Research, Goregaon (E), Mumbai-400 065 on any Institute's working day from 11:00 AM to 04:00 PM.

We hereby declare that we have read and understood the above instructions and the same will remain binding upon us.

Place :

Signature of Bidder wit seal

Date :

**SECTION-‘C’**  
**GENERAL TERMS AND CONDITIONS**

Upon the declaration of an intending bidder to be the successful bidder by the Institute, they shall be subject to the following terms and conditions that shall form part of the Formal Contract to be executed with the Institute.

1. It may be noted that no advisor/broker is involved in the tender.
2. The successful insurance agency shall provide the services strictly in accordance with scope of work, insurer details and as per detailed instructions of the Institute.
3. In all matters of dispute arising on the work, the matter shall be referred to **The Registrar, Indira Gandhi Institute of Development Research, Goregaon (East), Mumbai** for a decision.

4. **Arbitration Clause:**

In the event that the Successful Bidder is not satisfied by the decision of the Registrar, Indira Gandhi Institute of Development Research, the dispute shall be settled by arbitration in accordance with the provisions of arbitration and conciliation act, 1996 or any enactment thereof. The Arbitral Tribunal shall consist of one arbitrator, to be appointed by the Institute. The place of arbitration shall be Mumbai and any award whether interim or final, shall be made, and shall be deemed for all purposes between the parties to be made in Mumbai. The arbitration proceedings shall be conducted in the English language and any award or awards shall be rendered in the English language. The procedural law of the arbitration shall be the Indian law. The award of the arbitral tribunal shall be final, conclusive and binding upon the Successful Bidder and the Institute.

5. **Payment Terms:**

Policy premium payment shall be made to the agency after acceptance of offer against proforma invoice.

6. **Period of policy:**

The period of various property insurance policies shall be **1** year from 01<sup>st</sup> July 2022 to 30<sup>th</sup> June 2023.

I/We hereby declare that I/we have read and understood the above terms and conditions. The same shall be binding upon me/us upon being declared as the Successful Bidder.

Place :

Signature of Bidder with seal

Date :

**SECTION ‘D’**  
**SPECIAL CONDITIONS**

1. It may be noted that no advisor/broker is involved in the tender.
2. The Insurance Company should cover the insurance from Day 1 of commencement of policy.
3. The Insurance Company should compulsorily cover terms and conditions as per the existing policy. **(Copy of the current coverage is attached as Annexure – C)**
4. During the validity of the current policy, no revision in premium shall be considered by IGIDR on the basis of actual claim ratio or any enhancement in the premium pointed out by any statutory or other authority.
5. Once assigned the insurance for any given period, the insurance company shall have no right to unilaterally terminate the operation of the policy during this period.
6. Any conditional bid or a bid that is not in the prescribed Performa will not be accepted.
7. Notwithstanding anything contained in this document, the acceptance of tender will rest with IGIDR and IGIDR reserves full right to reject any or all tenders without assigning any reason whatsoever.
8. The Institute shall have absolute right to consider or not consider any of the offered / Insurance Company.
9. Confidentiality of all IGIDR information/documents to be ensured at all times.
10. More than one bid from the same insurance company shall disqualify the insurance agency.
11. Canvassing, Fraud and Corrupt practices: Bidders are hereby informed that canvassing in any form for influencing the process of notification of award would result in disqualification of the Bidder. Further, they shall observe the highest standard of ethics and will not indulge in any corrupt, fraudulent, coercive, undesirable or restrictive practices, as the case may be.
12. **“Corrupt practice”** means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official.
13. **“Fraudulent practice”** means a misrepresentation of facts in order to influence Tender process or an execution of a contract to the detriment of the scheme and includes collusive practice among bidding

Insurers/Authorized Representative (prior to or after bid submission) designed to establish bid prices at artificially non- competitive levels and to deprive the scheme the benefit of free and open competition;

14. IGIDR Mumbai will reject a proposal for award if it determines that the Insurer/Insurers have engaged in corrupt or fraudulent practices.
15. IGIDR Mumbai will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the bidding Insurer/Insurers have engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.
16. Action against the bidder: Furnishing incorrect information in the offer, failure to act according to tender condition, non-fulfillment of any or whole of the contract may entail black listing of insurer in addition to taking other appropriate action against the Insurer.

We hereby declare that I/we have read and understood the above terms and conditions that form part of the Formal Contract to be executed between us and the Institute. The same shall be binding upon me/us upon being declared as the Successful Bidder.

Place :

Date :

Signature of Bidder with seal

**SECTION-‘E’**  
**PRE-QUALIFICATION CRITERIA**

• **Pre-Qualification Documents to be submitted by Bidder along with Pre-qualification Bid:**

1. The insurance company should be a registered under Insurance Act, 1938/IRDA and should have a valid license to carry out General insurance business.
2. The Insurance Company should have at least **5 years** of experience in the field of general insurance.
3. The insurance company should submit a copy of valid PAN, Goods and Service Tax registration number (GST).
4. The insurance company should have provided insurance cover to Public sector/private sector institutions/organizations in last three years either of the following-
  - a) At least **three** institutions/organizations having assets not less than **Rs.58 Crore** each **or**
  - b) At least **two** institutions/organizations having assets not less than **Rs.73 Crore** each **or**
  - c) At least one institution/organizations with assets not less than **Rs.117 Crore**.
5. The Insurance agency should have average annual turnover of **INR 150.00 Crore** for last 03 financial years and should submit the audited balance sheets or profit & loss accounts statement or CA certificate for turnover amount of last 3 financial years i.e., FY2018-19, FY2019-20 & FY2020-21.
6. List of clients along with name & contact number of representatives and copy of certificate of appreciation if any.
7. Either the Registered Office or one of the Branch Office of the bidder should be located in district/municipal territory of Greater Mumbai, Thane and Navi Mumbai.
8. The Bidder should not have been blacklisted by any Government or its organizations in the past three years. (Submit the document on letter head shown in **Annexure-A\***).

Bidders must submit documentary proof in support of meeting each of the above minimum qualification criteria. A simple undertaking by the bidder for any of the stated criteria will not suffice the purpose. All documentary proof must be listed on the letter pad of the company and enclosed in a cover, to be submitted along with the qualification bid (Email-1) duly stamped and signed by the authorized person of the agency.

- **Information to be furnished by the bidder:**

<b>Sr. No.</b>	<b>Item</b>	<b>Information to be filled by Bidder</b>
1	Name of the Insurance company	
2.	Address	
2	Telephone Number: Office /Residence:  Mobile Number:  Fax No.  E-Mail address-	
3	Details of Registration (number & date)	
4	Month and Year in which the company was formed/ incorporated.	
5	Type of organisation (Pvt Ltd., Public Ltd., etc.)	
6	Enclose copy of company registration	
7	Average Annual Turnover of Last Three Financial Year (attached audited balance sheets/profit & loss statements/CA Certificate)	FY 2018-19:  FY 2019-20:  FY 2020-21:
8	Company Bank Account Details	A/C No.  Bank Name:  IFSC:
9	Inclusion, terms & conditions of the policy (Enclose copy)	
10	Exclusion of the policy if any (Enclose copy)	

**SECTION-‘F’**  
**TECHNICAL BID**

**1. INFORMATION ABOUT THE INSTITUTE: (EDUCATION AND RESEARCH INSTITUTE):**

Indira Gandhi Institute of Development Research campus is on a sprawling 14 acre plot of land located in Goregaon East. The campus provides an ideal setting for learning and living. The Indira Gandhi Institute for Development Research (IGIDR) is an advanced research institute established by the Reserve Bank of India for carrying out research on development issues from a multi-disciplinary point of view. After its registration as an autonomous society on November 14, 1986 and as a public trust in January 15, 1987, subsequently, the Institute was recognized as a Deemed University under Section 3 of the UGC Act vide Notification No.F9-7/94-U.3 dt. 5<sup>th</sup> December 1995.

**2. DETAILS OF VARIOUS POLICY COVERAGE:**

**A. All Risk Insurance Policy:**

**Computer Centre List - All Risk**

S/N	Particular	Qty (Nos)	Per unit cost	Total Amount
1	Dell Latitude E6220 Laptop	1	Rs 61,285.71	Rs 67,500.00
2	MacBook Air 13 inch	1	Rs 97,220.00	Rs 97,220.00
3	Dell latitude 15 5000 series	1	Rs 71,333.98	Rs 71,333.98
4	Apple MacBook pro (new)	1	Rs. 99,800.00	Rs 99,800.00
5	MacBook Air 13-inch(new)	1	Rs 89,810.00	Rs 89,810.00
6	Dell XPS 13 Laptop-9370	2	Rs 1,18,840.50	Rs 2,37,681.00
7	iPad Air 2	1	Rs.36,360.00	Rs 36,360.00
8	New Vostro 3401 Laptop	5	Rs.45,669.00	Rs 2,28,345.00
		<b>Total Sum Insured Rs.</b>		<b>9,28,049.98</b>

**B. Electronic Equipment insurance policy:****Computer Centre List- Electrical Equipment's**

S/N	Particular	Qty (Nos.)	Per unit cost	Total cost
1	HP Desktop Model Dx DX 2080	31	Rs 27,646.15	Rs 8,57,030.65
2	HP Desktop model Dx 2700	5	Rs 30,750	Rs 1,53,750/-
3	IBM Server X2252	1		Rs 2,27,500/-
4	HCI Nutanix server solution (only hardware)	3 nodes+2 switches+rack		Rs 40,17,433/-
5	Emerson 2x20KVa UPS	1	Rs 7,27,650	Rs 7,27,650/-
6	HP Laserjet P2055dn printer with 128mb Memory qty 2	2	Rs 29,100	Rs 58,200/-
7	IBM Server X206 series	1	Rs 53,500	Rs 53,500/-
8	IBM X3650 M2 Server	1	Rs 4,30,000	Rs 4,30,000/-
9	Thecus Storage Server	1	Rs 99,000	Rs 99,000/-
10	1 Fujitsu storage server Xeon E5-2630v2 6c/12T 2.60GHz	2	Rs 3,60,000 X 2	Rs 16,20,000/-
	2 EMC Storage (EMC VNX e3200)	1	Rs 9,00,000	
11	Dell OptiPlex 7010 Desktop	10	Rs 44,100	Rs 4,41,000/-
12	Brocade Network switches			Rs 11,70,000/-
13	Apple iMac 21.5	3	Rs 88,994	Rs 2,66,982/-
14	Sophos XG310	2	Rs 1,88,800	Rs 3,77,600/-
15	Dell Orient Server PowerEdge-R440	1	Rs 10,50,063	Rs 10,50,063/-
16	Netgear NAS Model RR 3312 Ashtech	1	Rs 3,23,394	Rs 3,23,394/-
		<b>Total Sum Insured Rs.</b>		<b>1,18,73,102.65</b>

**C. Burglary Standard Policy:****1. Estate Department**

S. N.	Description	Details of Items	Total Amount INR
1	FIRE HYDRANT SYSTEMS & APPLIANCES	All the systems and related appliances installed at various places in the campus	52,93,954.00
2	FURNITURES, FIXTURES, FITTINGS & EQUIPMENTS	All the related items in the campus including Gym Equipment's	14,04,62,644.00
3	ELECTRICAL AND ELECTRONIC EQUIPMENTS	All the fittings, AC units, plants & systems, Audio-visual systems, projectors, Telephone systems, Radio sets, water coolers, water purifiers, Pumps etc.	8,52,37,306.00
		<b>Total Sum Insured INR</b>	<b>23,09,93,904.00</b>



**2. Administration Department:**

S/N	Particular	Qty	Per unit cost	Total cost
1	Franking Machine	1	Rs 1,60,733/-	1,60,733/-
	Model: DM140iv2			
2	Xerox Copy Machine	1	Rs 1,59,530/-	1,59,530/-
	Model: Canon 4225			
Total Amount				3,20,263/-

**Total Sum Insured Amount Rs. = 23, 09, 93,904/- + 3, 20,263/- = Rs. 23, 13, 14,167/-**

**D. Standard Fire and Special Perils Policy:****Asset Details for Property Insurance Policy**

S. N.	Description	Details of Items	Total Amount INR
1	ALL BUILDINGS IN THE CAMPUS	Admin building, Auditorium, Old Library, Seminar rooms, Conference room, Classroom, Cafeteria, AC Plant, AHU rooms, VIP room, store, Research blocks-1,2,3, Substation, Recreation buildings, Residential buildings-A,B,C,D,E,F&G, Director's Bungalow, Guest house, Swimming pool area, Boundary walls, pump house, Organic plant room & Porta cabin etc.	59,45,30,670.00
2	NEW LIBRARY BLDG		1,17,97,000.00
3	KIDS SWIMMING POOL		5,63,300.00
4	NEW HOSTEL BUILDING (INCLUDED CIVIL, ELECTRICAL, FURNITURE'S etc.)	Includes building, all type of furniture's, fittings and fixtures, STP, Generator, Solar systems, Pump room with equipment's, fire fighting system, LT panels & Substation	14,28,00,000.00
5	CCTV SURVEILLANCE SYSTEM AND WI-FI SYSTEM IN THE CAMPUS	Includes all the equipment's installed for this system	3,65,42,043.00
6	COMPOUND WALLS, PARKINGS, ROADS, PATHWAYS AND OPEN DEVELOPED AREA IN THE CAMPUS	All the parking sheds, Roads, various pathways, compound/retaining walls and other open developed areas in the campus	5,95,46,172.00
7	FIRE HYDRANT SYSTEMS & APPLIANCES	All the systems and related appliances installed at various places in the campus	52,93,954.00
8	FURNITURES, FIXTURES, FITTINGS & EQUIPMENTS	All the related items in the campus including Gym Equipment's	14,04,62,644.00

9	OTHER CONTENTS		12,48,43,273.00
10	ELECTRICAL AND ELECTRONIC EQUIPMENTS	All the fittings, AC units, plants & systems, Audio-visual systems, projectors, Telephone systems, Radio sets, water coolers, water purifiers, Pumps etc.	8,52,37,306.00
11	Library Books & Journals	Books and Journals including CDs/DVDs	25,99,58,936.77
12	Franking Machine		1,60,733.00
13	Xerox Copy Machine		1,59,530.00
		<b>Total Sum Insured INR</b>	<b>1,46,18,95,561.77</b>

**E. Money Insurance Policy:**

Sl. No.	Particulars	Sum Insured Amount Rs.
1	Cash Handled in Transit	<b>5,00,000.00</b>

Place :

Date :

Signature of Bidder with seal

**SECTION – G**  
**FINANCIAL BID**

NIT No. IGIDR/Tender/2022/ED/23

Date: ...<sup>th</sup> May 2022

- **OCCUPANCY DESCRIPTION: EDUCATION AND RESEARCH INSTITUTE**  
**(Deemed to be University and Education Research Institute)**

Sr. No.	Type of Insurance	Sum Assured	Premium Amt Rs.	GST %	GST Amount Rs.	Total Premium Rs.
1	All Risk	9,28,049.98				
2	Electrical Equipment	1,18,73,102.65				
3	<b>Burglary</b> Rs.14,04,62,644.00 + Elec. inst- Rs.8,51,80,683.00 + Fire hydrant- Rs.52,93,954.00 + Admin 3,20,263)	23,13,14,167.00				
4	<b>Fire &amp; Allied Perils</b> Library books and journals 25,68,51,909.27 + Estate data 120,15,59,739/- + + Admin 3,20,263/- <u>Coverage's</u> - Basic fire STFI Earthquake Terrorism Escalation - 10% Impact damage - Full sum insured Omission to insure - 5% of sum insured	146,18,95,561.77				
5	Money	5,00,000.00				
	<b>Total Premium Amount Rs.</b>					

All other terms and conditions shall be same as per expiring policy.

**Total quoted Premium Amount including GST in words Rupees ....**

**Signature & Stamp of bidder**

**OCCUPANCY DESCRIPTION: EDUCATION & RESEARCH INSTITUTE**

**Calculation of Premium:**

<b>EQ ZONE 1</b>			
SUM INSURED	Loss Cost	Formula for calculation	Premium Amount
FIRE			
STFI			
EQ			
TERRORISM			
<b>FREE ADD ON COVERS</b>			
IMPACT DAMAGE: Full sum insured			
ESCALATION 10% of SA			
OMISSION - 5% of sum insured			
<b>TOTAL</b>			
GST			
<b>NET TOTAL</b>			

**Signature & Stamp of bidder**

**Annexure – A\***

**FORMAT OF UNDERTAKING, TO BE FURNISHED ON COMPANY LETTER HEAD WITH  
REGARD TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION UNDERTAKING  
REGARDING BLACKLISTING / NON – DEBARMENT**

To,  
The Registrar  
Indira Gandhi Institute of Development Research  
Film City Road, Santosh Nagar,  
Goregaon (East),  
Mumbai – 400 065.

We hereby confirm and declare that we, M/s \_\_\_\_\_, is not blacklisted/ De-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services during the last 5 years.

For M/s \_\_\_\_\_

Authorized Signatory

Date:

*\*To be submitted on company letter head duly signed and stamped on it.*

**Annexure – B\***

**FORMAT OF UNDERTAKING, TO BE FURNISHED ON COMPANY LETTER HEAD**

**UNDERTAKING**

- 1. We undertake if we are awarded the contract as mentioned in the NIT Ref. No. IGIDR/Tender/2022/ED/23 Dated 27.05.2022, we undertake to settle all the claims of IGIDR Mumbai within 30 days from the date of receipt of the claim and non-settlement would attract an interest at SBI lending rate for cash credits. We understand that failure to do so might affect our business prospects with IGIDR Mumbai adversely.**
- 2. We undertake that we have received the IRDA license for General Insurance Policies (The photocopy of the same is attached herewith).**
- 3. We undertake that there will be no subsequent increase in premium rates during the contract period.**
- 4. We undertake that the secrecy of IGIDR, Mumbai information/documents will be ensured at all times.**
- 5. We undertake to comply all the terms and conditions of this Notice inviting Tender.**

Authorized Signatory

Date:

*\*To be submitted on company letter head duly signed and stamped on it.*

## Annexure – C

### • Copy of existing policies:

#### A. All Risk Policy Copy:

पॉलिसी अनुसूची/ Policy Schedule - Special Contingency	
<b>Policy Number: 260201592110000014</b>	<b>व्यवसाय स्रोत / Business Source: 260201</b>
<b>जारीकर्ता कार्यालय/Issuing Office</b> <b>कार्यालय कोड/ Office Code: 260201</b> <b>कार्यालय पता/ Office Address: MUMBAI DA</b> <b>BRANCH II First Floor, Sterling Cinema</b> <b>Building, 65, Murzaban Street, Fort, Mumbai, -</b> <b>400001.</b> <b>State Code: 27, Maharashtra</b> <b>GSTIN: 27AAACN9967E1Z3</b> <b>Contact Number: 22 22018390</b> <b>Mobile Number: 0</b>	<b>विक्रय चैनल बविरण/</b> <b>Sales Channel Details</b> <b>कोड/ Code: 260201</b> <b>नाम/ Name: MUMBAI DIRECT AGENTS</b> <b>BRANCH II</b> <b>Contact Number:</b> <b>सह दलाल कोड / Co Broker Code:</b> <b>कस्टमर केयर टॉल फ्री नंबर/Customer</b> <b>Care Toll Free Number:</b> <b>1800 345 0330</b> <b>ईमेल/</b> <b>email:customer.support@nic.co.in</b>

Paid Consolidated Stamp duty vide  
Letter of Authorization (LoA)  
No. CSD/309/2021/1261/2021 dated 3  
Issued by General Stamp Office,  
Town Hall, Fort, Mumbai-01  
Stamp Duty under policy Rs. .... 00  
प्रधान स्टैम्प कार्यालय, मुंबई, इनके  
प्रमाणित स्टैम्प कार्यालय, मुंबई, इनके  
दिनांक-30/03/2021 के तहत  
एकत्रित स्टैम्प ड्यूटी अदा की गई।  
पॉलिसी के अंतर्गत स्टैम्प ड्यूटी रु..... 51

<b>ग्राहक का नाम /Customer Name: INDIRA GANDHI INSTITUTE OF</b> <b>DEVELOPMENT RESEARCH</b> <b>पता/ Address: GEN.A.K.VAIDYA MARG,FILM CITY</b> <b>ROAD,GOREGAON(EAST), City: MUMBAI, District: GREATER</b> <b>MUMBAI, State: MAHARASHTRA, PIN: 400065.</b> <b>Cell: 9870003752</b>	<b>ग्राहक आईडी /Customer ID: 9702010924</b> <b>पैन /PAN: AAAT10014Q</b> <b>फोन /Phone:</b> <b>ई-मेल /E-Mail: archana@igidr.ac.in</b>
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पॉलिसी: 01/07/2021 के 00:00 से 30/06/2022 की मध्य रात्रि तक प्रभावी /Policy Effective from 00:00 hours, on 01/07/2021 to midnight of 30/06/2022

<b>प्रीमियम/ Premium</b> <b>CGST</b> <b>SGST/UTGST</b> <b>IGST</b> <b>केरला बाढ़ उपकर/Kerala</b> <b>Flood Cess</b> <b>कम:जीएसटी_टीडीएस /</b> <b>Less:GST_TDS</b> <b>पुनर्प्राप्त योग्य स्टाम्प</b> <b>ड्यूटी</b> <b>/Recoverable Stamp Duty</b> <b>कुल /Total Amount</b>	<div style="border: 1px solid black; width: 50px; height: 150px; margin: 0 auto;"></div>	<b>कवर नोट संख्या और तिथि/ Cover</b> <b>Note Number and Date</b> <b>प्रस्ताव संख्या और तिथि/Proposal</b> <b>Number and Date</b> <b>रसीद संख्या और तिथि/Receipt</b> <b>Number and Date</b> <b>पछिली पॉलिसी संख्या और समाप्ति</b> <b>तिथि/</b> <b>Previous Policy Number and</b> <b>Expiry Date</b>	<b>लागू नहीं/NA</b> <b>8800210701115485 Dt. 01/07/2021</b> <b>260201812110000718 Dt. 30/06/2021</b> <b>लागू नहीं/NA</b>
<b>₹ 2,184.00</b> <b>(Rupees Two Thousand One Hundred Eighty Four Only.)</b>			

**Location Address:**

1) Gen A.K Vaidya Marg, Goregaon(E), Mumbai, Greater Mumbai, Maharashtra, 400065.

SL. No	Coverage	Coverage Description	Sum Insured
1	Special Contingency Insurance Coverage	LAPTOPS AS PER LIST LODGED	12,33,731.00
Excess: NIL.			
Additional Information: NA			
Clauses		As per Annexure I	

**टिप्पणियाँ/ Remarks: COMPUTER CENTRE LIST**

- 1.Lenovo Thinkpad-X220 Laptop-rs.68,000
- 2.Dell Latitude E6220 Laptop -Rs.67,500/-
- 3.MacBook Air 13 inch -Rs.97,220/-
- 4.Dell latitude 15 5000 series-Rs.71,333.98/-
- 5.Apple MacBook pro (new)-Rs.99,800/-
- 6.MacBook Air 13-inch(new) -Rs.89,810/-
- 7.Dell XPS 13 Laptop-9370 -Rs.4,75,362/-
- 8.iPad Air 2-Rs.36,360/-
- 9.New Vostro 3401 Laptop- Rs.2,28,345/-

TERMS,CONDITION AND EXCLUSION AS PER ALL RISK POLICY OF NICL

GEOGRAPHICAL LIMITS-WITHIN LAND LIMIT OF INDIA

TERRITORY AND JURIDICION-INDIA

पॉलिसी अनुसूची/ Policy Schedule - Special Contingency	
<b>Policy Number: 260201592110000014</b>	व्यवसाय स्रोत / Business Source: 260201
<b>जारीकर्ता कार्यालय/Issuing Office</b> कार्यालय कोड/ Office Code: 260201 कार्यालय पता/ Office Address: MUMBAI DA BRANCH II First Floor, Sterling Cinema Building, 65, Murzaban Street, Fort, Mumbai, - 400001. State Code: 27, Maharashtra GSTIN: 27AAACN9987E1Z3 Contact Number: 22 22018390 Mobile Number: 0	<b>विक्रय चैनल विवरण/</b> <b>Sales Channel Details</b> कोड/ Code: 260201 नाम/ Name: MUMBAI DIRECT AGENTS BRANCH II Contact Number: सह दलाल कोड / Co Broker Code:
	<b>कस्टमर केयर टॉल फ्री नंबर/Customer</b> <b>Care Toll Free Number:</b> <b>1800 345 0330</b> ईमेल/ email:customer.support@nic.co.in
EXCLUSION OF COMMUNICABLE DISEASE/COVID19 AND ANY CLAIM RELATED TO VIOLATION OF NMDA ACT AND EPIDEMIC ACT	

जिसकी गवाही में दिनि/ माह /वर्ष को उपरोक्त उल्लेखित कार्यालय पते पर अधोहस्ताक्षरी को वधिवित अधकृत किया जा रहा है उसके हाथ नरिधारति करि जाएं। यह अनुसूची, संलग्न पॉलिसी, खण्ड, पृष्ठांकन और पॉलिसी शर्दों, जो कंपनी वेबसाईट <https://nationalinsurance.nic.co.in> पर उपलब्ध है, को एक अनुबंध के रुप में एक साथ पढ़ा जाए तथा कोई भी शब्द या अभिव्यक्ति जिसके लरि यह वशिष्टि अरुथ पॉलिसी या अनुसूची के कसि भी हसिसे में संलग्न किया गया हो, एक ही अरुथ वहन करेगा चाहे जहाँ भी उल्लेखति हो। यह आश्वासन दिया जाता है कि प्रीमियम चेक के अस्वीकृति के मामले में, यह दस्तावेज स्वतः प्राथमकिता नरिस्त हो जाएगी । /IN WITNESS WHEREOF, the undersigned being duly authorized hereunto set his/ her hand at the office address mentioned above, this 02/July/2021. This schedule, the attached policy, the clauses, the endorsements and policy wordings as available in the website <https://nationalinsurance.nic.co.in> shall be read together as one contract and any word or expression to which the specific meaning has been attached in any part of this policy or of the schedule shall bear the same meaning wherever it may appear. It is warranted that IN CASE OF DISHONOUR OF THE PREMIUM CHEQUE, THIS DOCUMENT STANDS AUTOMATICALLY CANCELLED 'AB-INITIO'



## B. EEI Policy Copy:

पॉलिसी अनुसूची/ Policy Schedule - Electronic Equipment Insurance	
<b>Policy Number: 260201442110000003</b>	व्यवसाय स्रोत / Business Source: 260201
जारीकर्ता कार्यालय/Issuing Office कार्यालय कोड/ Office Code: 260201 कार्यालय पता/ Office Address: MUMBAI DA BRANCH II First Floor, Sterling Cinema Building, 65,Murzaban Street, Fort, Mumbai, - 400001. State Code: 27 , Maharashtra GSTIN: 27AAACN9967E1Z3 Contact Number: 22 22018390 Mobile Number: 0	<b>विक्रय चैनल विवरण/</b> <b>Sales Channel Details</b> कोड/ Code: 260201 नाम/ Name: MUMBAI DIRECT AGENTS BRANCH II Contact Number: सह दलाल कोड / Co Broker Code: कस्टमर केयर टॉल फ्री नंबर/Customer Care Toll Free Number: 1800 345 0330 ईमेल/ email:customer.support@nic.co.in

**Paid Consolidated Stamp duty vide  
Letter of Authorization (LoA)  
No. CSD/309/2021/1261/2021 dated 30  
Issued by General Stamp Office,  
Town Hall, Fort, Mumbai-01,  
Stamp Duty under policy Rs.....  
प्रधान स्टेम्प कार्यालय, मुंबई, इनके  
प्राधिकारण-पत्र क्र.CSD/309/2021/1261/20  
दिनांक-30/03/2021 के तहत  
एकत्रित स्टेम्प ड्यूटी अदा की गई। 50  
पॉलिसी के अंतर्गत स्टेम्प ड्यूटी रु.....50**

ग्राहक का नाम/Customer Name: INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH	ग्राहक आईडी/ Customer ID: 9702010824	पैन/ PAN: AAAT10014Q
पता/ Address: GEN.A.K.VAIDYA MARG,FILM CITY ROAD,GOREGAON(EAST), City: MUMBAI, District: GREATER MUMBAI, State: MAHARASHTRA, PIN: 400065. Cell: 9870003752	फोन/ Phone:	
	ई-मेल/ E-Mail: archana@igidr.ac.in	

पॉलिसी: 01/07/2021 के 00:00 से 30/06/2022 को मध्य रात्रि तक प्रभावी /Policy Effective from 00:00 hours, on 01/07/2021 to midnight of 30/06/2022			
प्रीमियम /Premium		कवर नोट संख्या तथा तथि/ Cover Note Number and Date	NA
CGST			
SGST/UTGST			
IGST			
केरला बाढ़ उपकर/Kerala Flood Cess		प्रस्ताव संख्या और तथि/Proposal Number and Date	8800210701114747 Dt. 01/07/2021
कम:जीएसटी टैडीएस / Less:GST, TDS		रसीद संख्या और तथि/ Receipt Number and Date	260201812110000718 Dt. 30/06/2021
पुनर्प्राप्त स्टाम्प शुल्क / Recoverable Stamp Duty		पहिली पॉलिसी संख्या तथा समाप्ती तथि/Previous Policy Number and Expiry Date	NA
कुल / Total	₹ 7,181.00		
(Rupees Seven Thousand One Hundred Eighty One Only.)			

Note 1 : The term "Equipment" includes entire computer system consisting of CPU, Keyboard(s), Monitor(s), Printer(S), UPS,etc. subject to Electronic Equipment Clause as attached.

Note 2 : Software is NOT covered under the Policy.

### Section wise Insurance Details

Location:Gen A.K Vaidya Marg,Goregaon(E) ,Mumbai,Greater Mumbai,Maharashtra,400065.

Section - I (Equipments Section)					
Sr. No.	Qty	Serial No.	Description of Items	Sum Insured (₹)	Excess
1	N/A	N/A	DESKTOP,SERVER,PR INTER.NETWORK SWITCHES ETC(COMPUTER PERIPHERALS)	1,21,70,453.00	i)Equipments other than Winchester/Hard Disk Drive. 5% of the claim amount subject to minimum of Rs.2500 ii) Winchester/Hard Disk Drive. 25% of the claim amount subject to minimum of Rs.10000

Clauses	As per Annexure I
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पॉलिसी अनुसूची/ Policy Schedule - Electronic Equipment Insurance	
<b>Policy Number: 260201442110000003</b>	व्यवसाय स्रोत / Business Source: 260201
जारीकर्ता कार्यालय/Issuing Office कार्यालय कोड/ Office Code: 260201 कार्यालय पता/ Office Address: MUMBAI DA BRANCH II First Floor, Sterling Cinema Building, 65, Murzaban Street, Fort, Mumbai, - 400001. State Code: 27, Maharashtra GSTIN: 27AAACN9967E1Z3 Contact Number: 22 22018390 Mobile Number: 0	विक्रय चैनल विवरण/ <b>Sales Channel Details</b> कोड/ Code: 260201 नाम/ Name: MUMBAI DIRECT AGENTS BRANCH II Contact Number: सह दलाल कोड / Co Broker Code: कस्टमर केयर टॉल फ्री नंबर/Customer Care Toll Free Number: 1800 345 0330 ईमेल/ email:customer.support@nic.co.in

टिप्पणी/ Remarks: SI BIFURCATION AS PER SEPERATE SHEET ATTACHED — As per tender document

TERMS, CONDITIONS AND EXCLUSIONS AS PER ELECTRONIC EQUIPMENT INSURANCE POLICY OF NICL.

SECTION I IS COVERED: FIRE & ALLIED PERILS, BURGLARY, HOUSEBREAKING, STFI, EARTHQUAKE, RSMO

WARRANTED THAT ANNUAL MAINTENANCE AGREEMENT IS IN FORCE DURING THE CURRENCY OF THE POLICY.

MAINTENANCE WARRANTY SHOULD INCLUDE SAFETY CHECKS, PREVENTIVE MAINTENANCE AND RECTIFICATION OF LOSS OR DAMAGE OR FAULTS ARISING FROM NORMAL OPERATIONS.

SUM INSURED SHOULD REPRESENT NEW REPLACEMENT VALUE.

EXCESS AS PER EEI TERRIFF

जसिकी गवाही में दनि/ माह /वर्ष को उपरोक्त उल्लेखित कार्यालय पते पर अधोहस्ताक्षरी को बधित अधिक्त कयि जा रहा है उसके हाथ नरिधारति करि जाए। यह अनुसूची, संलग्न पॉलिसी, खण्ड, पृष्ठानकन और पॉलिसी शर्दों, जो कंपनी वेबसाईट <https://nationalinsurance.nic.co.in> पर उपलब्ध है, को एक अनुबंध के रुप में एक साथ पड़ा जाए तथा कोई भी शर्द या अभिव्यक्ति जिसके लिए यह बधित अर्थ पॉलिसी या अनुसूची के किसी भी हिस्से में संलग्न कयि गया हो, एक ही अर्थ वहन करेगा चाहे जहाँ भी उल्लेखित हो। यह आश्वासन दयि जाता है कि प्रीमियम चेक के अस्वीकृति के मामले में, यह दस्तावेज स्वतः प्रथमकिता नरिसुत हो जाएगी। /IN WITNESS WHEREOF, the undersigned being duly authorized hereunto set his/ her hand at the office address mentioned above, this 02/July/2021. This schedule, the attached policy, the clauses, the endorsements and policy wordings as available in the website <https://nationalinsurance.nic.co.in> shall be read together as one contract and any word or expression to which the specific meaning has been attached in any part of this policy or of the schedule shall bear the same meaning wherever it may appear. It is warranted that IN CASE OF DISHONOUR OF THE PREMIUM CHEQUE, THIS DOCUMENT STANDS AUTOMATICALLY CANCELLED 'AB-INITIO'

### C. Burglary Insurance Policy Copy:

पॉलिसी अनुसूची/ Policy Schedule - Burglary Insurance	
<b>Policy Number: 26020159211000012</b>	व्यवसाय स्रोत / Business Source: 260201
जारीकर्ता कार्यालय/Issuing Office कार्यालय कोड/ Office Code: 260201 कार्यालय पता/ Office Address: MUMBAI DA BRANCH II First Floor, Sterling Cinema Building, 65, Murzaban Street, Fort, Mumbai, - 400001. <b>State Code:</b> 27, Maharashtra <b>GSTIN:</b> 27AAACN9967E123 <b>Contact Number:</b> 22 22018390 <b>Mobile Number:</b> 0	विक्रय चैनल विवरण/ <b>Sales Channel Details</b> कोड/ Code: 260201 नाम/ Name: MUMBAI DIRECT AGENTS BRANCH II Contact Number:  सह दलाल कोड / Co Broker Code:  UIN: IRDAN058P0079V01200001 कस्टमर केयर टॉल फ्री नंबर/Customer Care Toll Free Number: <b>1800 345 0330</b> ईमेल/ email:customer.support@nic.co.in

**Paid Consolidated Stamp duty vide  
Letter of Authorization (LoA)  
No. CSD/309/2021/1261/2021 dated 30  
Issued by General Stamp Office,  
Town Hall, Fort, Mumbai-01.  
Stamp Duty under policy Rs.....  
प्रधान स्टेम्प कार्यालय, मुंबई, इसके  
प्राधिकारण-पत्र क्र.CSD/309/2021/1261/20  
दिनांक-30/03/2021 के तहत  
एकत्रित स्टेम्प ड्यूटी अदा की गई। 50  
पॉलिसी के अंतर्गत स्टेम्प ड्यूटी रु.....**

ग्राहक का नाम/Customer Name: INDIRA GANDHI INSTITUTE OF DEVELOPMENT RESEARCH	ग्राहक आईडी/ Customer ID: 9702010924	पैन/ PAN: AAAT10014Q
पता/ Address: GEN.A.K.VAIDYA MARG,FILM CITY ROAD,GOREGAON(EAST), City: MUMBAI, District: GREATER MUMBAI, State: MAHARASHTRA, PIN: 400065. Cell: 9870003752	फोन/ Phone: ई-मेल/ E-Mail: archana@igidr.ac.in	

पॉलिसी: 01/07/2021 के 00:00 से 30/06/2022 की मध्य रात्रि तक प्रभावी /Policy Effective from 00:00 hours, on 01/07/2021 to midnight of 30/06/2022			
प्रीमियम /Premium	र	कवर नोट संख्या तथा तथि/ Cover Note Number and Date	NA
CGST			
SGST/UTGST			
IGST			
केरला बाढ़ उपक/ Kerala Flood Cess		प्रस्ताव संख्या और तथि/ Proposal Number and Date	8800210701113881 Dt. 01/07/2021
कम: जीएसटी, टीडीएस / Less: GST, TDS		रसीद संख्या और तथि/ Receipt Number and Date	260201812110000718 Dt. 30/06/2021
पुनर्प्राप्त स्टाम्प शुल्क / Recoverable Stamp Duty		पछिली पॉलिसी संख्या तथा समाप्ती तथि/ Previous Policy Number and Expiry Date	NA
कुल / Total	र		
(Rupees )			

<b>Insured Details:</b>	
<b>Nature of trade/Business :</b>	Educational Institute
<b>Location address :</b>	Gen A.K Vaidya Marg, Goregaon(E), Mumbai, Greater Mumbai, Maharashtra, 400065.
<b>Premises :</b>	Others
<b>Risk is Unoccupied/Locked :</b>	No
<b>Theft Covered :</b>	Yes
<b>Additional cover :</b>	N/A
<b>Policy Excess :</b>	5% claim amount, minimum 10000/-
<b>Security features :</b>	24*7 CCTV, 24*7 Security Guard
<b>Excess for theft cover :</b>	1,00,000.00

\*\*(The premises shall not include any yard, garden, open space or other building not communicated to the main building)

#### Details of contents

SI No	Material covered	Description of Items	Sum insured ₹
1	Others	FIRE HYDRANT SYSTEMS & APPLIANCES	52,93,954.00
2	Furniture/Fittings/Fixtures	FURNITURES, FIXTURES & FITTING	14,04,62,644.00
3	Others	ELECTRICAL AND ELECTRONIC EQUIPMENTS	8,51,80,683.00
4	Others	FRANKING MACHINE MODEL :DM140IV2	1,60,733.00
5	Others	XEROX COPY MACHINE MODEL :CANON 4225	1,59,530.00



पॉलिसी अनुसूची/ Policy Schedule - Burglary Insurance	
<b>Policy Number: 260201592110000012</b>	व्यवसाय स्रोत / Business Source: 260201
जारीकर्ता कार्यालय/Issuing Office कार्यालय कोड/ Office Code: 260201 कार्यालय पता/ Office Address: MUMBAI DA BRANCH II First Floor, Sterling Cinema Building, 65, Murzaban Street, Fort, Mumbai, - 400001. State Code: 27, Maharashtra GSTIN: 27AAACN9967E1Z3 Contact Number: 22 22018390 Mobile Number: 0	विक्रय चैनल विवरण/ <b>Sales Channel Details</b> कोड/ Code: 260201 नाम/ Name: MUMBAI DIRECT AGENTS BRANCH II Contact Number: सह दलाल कोड / Co Broker Code: UIN: IRDAN058P0079V01200001 कस्टमर केयर टॉल फ्री नंबर/Customer Care Toll Free Number: 1800 345 0330 ईमेल/ email:customer.support@nic.co.in

टिप्पणियाँ/ **Remarks:** Coverage : Burglary with Theft  
Deductibles : 5% of the claim amount subject to minimum of Rs.5,000/- for each and every loss.  
For theft Claim excess is Rs.1,00,000/-

Warranted that risk location should have 24\*7 security guard and working CCTV cameras.

" Subject to Exclusion of Communicable Diseases"/Covid 19 and any claim related to violation of NMDA act and Epidemic Act  
"Notwithstanding any other provision of this Policy to the contrary, this Policy does not insure any loss, cost, damage or expense, arising out of, attributable to, or occurring concurrently or in any sequence with a communicable disease.

As used herein, communicable disease means any infectious or contagious substance:

1. Including, not limited to, a virus, bacterium, parasite or other organism or any mutation thereof, whether deemed living or not, and
2. Regardless of the method of transmission, whether direct or indirect, including, but not limited to, airborne transmission, bodily fluid transmission, transmission from or to any surface or object, solid, liquid or gas or between humans, animals, or from any animal to any human or from any human to any animal, that can cause or threaten damage to human health or human welfare or causes or threatens damage, deterioration, loss of value, marketability or loss of use to tangible or intangible property insured hereunder.

For avoidance of doubt, no coverage extension, additional coverage, global extension, exception to any exclusion or other coverage grant shall afford any coverage that would otherwise be excluded through this exclusion, including but not limited to any closure by public or civil authorities, or any denial of access to Insured Premises, or Customer and or Supplier premises (including service / utility providers) hereunder.

For further avoidance of doubt, loss, cost, damage or expense, includes any cost to clean-up, detoxify, remove, monitor or test: (1) for a communicable disease or (2) any tangible or intangible property insured hereunder that is affected by such communicable disease.

जिसकी गवाही मैं दनि/ माह /वर्ष को उपरोक्त उल्लेखित कार्यालय पते पर अधोहस्ताक्षरी को वधिवित अधकृत किया जा रहा है उसके हाथ नरिधारति करि जाएं। यह अनुसूची, संलग्न पॉलिसी, खण्ड, पृष्ठांकन और पॉलिसी शर्तों, जो कंपनी वेबसाईट <https://nationalinsurance.nic.co.in> पर उपलब्ध है, को एक अनुबंध के रुप में एक साथ पढ़ा जाए तथा कोई भी शब्द या अभिव्यक्ति जिसके लिये यह वशिष्टि अर्थ पॉलिसी या अनुसूची के किसी भी हिससे में संलग्न किया गया हो, एक ही अर्थ वहन करेगा चाहे जहाँ भी उल्लेखित हो। यह आश्वासन दिया जाता है कि प्रीमियम चेक के अस्वीकृति के मामले में, यह दस्तावेज स्वतः प्रामाणिकता नरिसुत हो जाएगी। **IN WITNESS WHEREOF, the undersigned being duly authorized hereunto set his/ her hand at the office address mentioned above, this 02/July/2021. This schedule, the attached policy, the clauses, the endorsements and policy wordings as available in the website <https://nationalinsurance.nic.co.in> shall be read together as one contract and any word or expression to which the specific meaning has been attached in any part of this policy or of the schedule shall bear the same meaning wherever it may appear. It is warranted that IN CASE OF DISHONOUR OF THE PREMIUM CHEQUE, THIS DOCUMENT STANDS AUTOMATICALLY CANCELLED 'AB-INITIO'**

## D. Fire Insurance Policy Copy:

पॉलिसी अनुसूची/ Policy Schedule - Standard Fire and Special Perils Policy

**Policy Number:**

**26020111211000034**

जारीकर्ता कार्यालय/Issuing Office

कार्यालय कोड /Office Code: 260201

कार्यालय पता /Office Address: MUMBAI DA  
BRANCH II First Floor, Sterling Cinema  
Building, 65, Murzaban Street, Fort, Mumbai,  
- 400001.

State Code: 27, Maharashtra

GSTIN: 27AAACN9967E1Z3

Contact Number: 22 22018390

Mobile Number: 0

व्यवसाय स्रोत /Business Source: 260201

विक्रय चैनल वितरण/Sales Channel Code:  
260201

नाम /Name: MUMBAI DIRECT AGENTS  
BRANCH II Contact Number:

सह दलाल कोड / Co Broker Code:

कस्टमर केयर टॉल फ्री नंबर/Customer

Care Toll Free Number:

1800 345 0330

ईमेल/

email:customer.support@nic.co.in

**Paid Consolidated Stamp Duty vide**

**Letter of Authorization (LoA)**

**No. CSD/309/2021/1261/2021 dated 30/03/**

**Issued by General Stamp Office,**

**Town Hall, Fort, Mumbai-01.**

**Stamp Duty under policy Rs.....**

**प्रधान स्टैम्प कार्यालय, मुंबई, इसके**

**प्राधिकरण-पत्र क्र.CSD/309/2021/1261/2021**

**दिनांक-30/03/2021 के तहत**

**एकत्रित स्टैम्प ड्यूटी अदा की गई।**

**पॉलिसी के अंतर्गत स्टैम्प ड्यूटी रु.....**

ग्राहक का नाम /Customer Name: INDIRA GANDHI INSTITUTE OF  
DEVELOPMENT RESEARCH

पता/ Address: GEN.A.K.VAIDYA MARG,FILM CITY  
ROAD,GOREGAON(EAST), City: MUMBAI, District: GREATER  
MUMBAI, State: MAHARASHTRA, PIN: 400065.  
Cell: 9999999999

ग्राहक आईडी /Customer ID:  
9702010924

फोन /Phone:

ई-मेल /E-Mail: archana@igidr.ac.in

पैन /PAN: AAAT10014Q

पॉलिसी: 01/07/2021 के 00:00 से 30/06/2022 की मध्य रात्रि तक प्रभावी /Policy Effective from 00:00 hours, on 01/07/2021 to  
midnight of 30/06/2022

प्रीमियम/ Premium		कवर नोट संख्या और तथि/ Cover Note Number and Date	लागू नहीं/NA
CGST			
SGST/UTGST			
IGST			
केरला बाढ़ उपकर/Kerala Flood Cess		प्रस्ताव संख्या और तथि/Proposal Number and Date	8800210701109692 Dt. 01/07/2021
कम:जीएसटी टीडीएस / Less:GST_TDS		रसीद संख्या और तथि/Receipt Number and Date	260201812110000718 Dt. 30/06/2021
पुनर्प्राप्त योग्य स्टैम्प ड्यूटी /Recoverable Stamp Duty		पछिली पॉलिसी संख्या और समाप्ति तथि/ Previous Policy Number and Expiry Date	लागू नहीं/NA
कुल /Total Amount	रु		
(Rupees )			

Location Name and Address:1-GEN A.K VAIIDYA MARG, GOREGAON(EAST),MUMBAI,Maharashtra, Greater Mumbai,Mumbai,400065

Occupancy Code	1012	Occupancy Description	Educational and Research Institutes imparting training in various crafts
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संपत्ति का प्रकार Type of property	ब्लॉक में संपत्ति का वर्णन Description of the property in the block	बीमा राशि Sum Insured
Building (Including Plinth & Foundation)	ALL BUILDING IN THE CAMPUS,NEW LIBRARY BUILDING,NEW HOSTEL BUILDING(INCLUDED CIVIL,ELECTRICAL,FURNITURES), KIDS SWIMMING POOL,CCTV SURVEILLANCE SYSTEM AND WIFI SYSTEM IN THE CAMPUS,COMPOUND	74,91,27,670.00
Specific Items (other than stock)	WALLS,PARKINGS,ROADS,PATHWAYS AND OPEN DEVELOPED AREA IN THE CAMPUS,FIRE HYDRANT SYSTEM & APPLIANCES,OTHER CONTENTS,ELECTRICAL & ELECTRONIC EQUIPMENTS,LIBRARY BOOKS AND JOURNALS,FRANKING MACHINE,XEROX COPY MACHINE	56,91,41,597.00
Furniture Fixture & Fitting	FURNITURE, FIXTURES, FITTINGS & EQUIPMENTS	14,04,62,644.00
Total Sum Insured		1,45,87,31,911.00
Total Sum Insured (in Words)	Rupees One Hundred Forty Five Crore Eighty Seven Lakh Thirty One Thousand Nine Hundred Eleven Only.	

Cover Name	Sum Insured	Premium
SFSP Basic Cover	1,45,87,31,911.00	5,68,905.00

Additional Covers	Additional Covers Sum Insured	Premium
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पॉलिसी अनुसूची/ Policy Schedule - Standard Fire and Special Perils Policy

**Policy Number:**

**26020111211000034**

व्यवसाय स्रोत /Business Source: 260201

वित्तिय चैनल वविरण/Sales Channel Code:

260201

नाम /Name: MUMBAI DIRECT AGENTS

BRANCH II Contact Number:

सह दलाल कोड / Co Broker Code:

नारीकृता कार्यालय/Issuing Office

कार्यालय कोड /Office Code: 260201

कार्यालय पता /Office Address: MUMBAI DA  
BRANCH II First Floor, Sterling Cinema  
Building, 65,Murzaban Street, Fort, Mumbai,  
- 400001.

State Code: 27, Maharashtra

GSTIN: 27AAACN9967E123

Contact Number: 22 22018390

Mobile Number: 0

कस्टमर केयर टॉल फ्री नंबर/Customer

Care Toll Free Number:

1800 345 0330

ईमेल/

email:customer.support@nic.co.in

**Excess Clause as applicable for each and every Loss:**

Standard Excess in Standard Fire and Special Perils Policy (except Dwellings with Individual owners)

- 1) Policies having Sum Insured up to INR 10 cr per location - 5% of claim amount subject to a minimum of INR 10,000/-
- 2) Policies having Sum Insured above INR 10 cr per location up to INR 100 cr per location - 5% of claim amount subject to a minimum of INR 25,000/-
- 3) Policies having Sum Insured above INR 100 cr and up to INR 1500 cr per location - 5% of claim amount subject to a minimum of INR 5 lakhs
- 4) Policies having Sum Insured above INR 1500 cr and up to INR 2500 cr per location - 5% of claim amount subject to a minimum of INR 25 lakhs
- 5) Policies having Sum Insured above INR 2500 cr per location - 5% of claim amount subject to a minimum of INR 50 lakhs
- 6) For Floater and Floater Declaration Stock policies the Minimum deductible will be 5% of the Claim amount subject to a minimum of INR 50,000/-

Excess Imposed(Higher): NA

Excess for Policies of Power Plants (Excluding wind & solar) & Steel Plants having Sum Insured above INR 500 cr per location (each and every Loss)

- 1) 5 % of Claim amount subject to a minimum of INR 1.25 cr

Excess for Terrorism

- 1) Industrial Risk: 5% of claim amount subject to a minimum of INR 1,00,000/- and a maximum of INR 25,00,000/-
- 2) Non Industrial Risk: 1% of claim amount subject to a minimum of INR 25,000/- and a maximum of INR 10,00,000/-
- 3) Residential Risk: 1% of the claim amount subject to a minimum of INR 10,000/- and maximum of 5,00,000/-

**खंडों, पृष्ठान्कनों एवं वारंटों/ List of Clauses, Endorsements, Warranties**

क्लॉज सं./ Clause No.	वविरण/Description
700001116	Reinstatement Value Memorandum Clause (i.e if you want to fix the Sum Insured at today's new replacement/construction cost)

Remarks: BIFURCATION OF SI WILL BE AS FOLLOWS.

- 1.ALL BUILDING IN THE CAMPUS- Rs.59,45,30,670/-
- 2.NEW LIBRARY BUILDING-Rs.1,17,97,000/-
- 3.KIDS SWIMMING POOL-Rs.5,63,300/-
- 4.NEW HOSTEL BUILDING(INCLUDED CIVIL,ELECTRICAL,FURNITURES etc)-Rs.14,28,00,000/-
- 5.CCTV SURVEILLANCE SYSTEM AND WIFI SYSTEM IN THE CAMPUS-Rs.3,65,42,043/-
- 6.COMPOUND WALLS,PARKING,ROADS,PATHWAYS AND OPEN DEVELOPED AREA IN THE CAMPUS-Rs.5,95,46,172/-
- 7.FIRE HYDRANT SYSTEMS & APPLIANCES-Rs.52,93,954/-
- 8.FURNITURE, FIXTURES, FITTINGS & EQUIPMENTS-Rs.14,04,62,644/-
- 9.OTHER CONTENTS-Rs.12,48,43,273/-
- 10.ELECTRICAL AND ELECTRONIC EQUIPMENTS-Rs.8,51,80,683/-
- 11.LIBRARY BOOKS & JOURNALS-Rs.25,68,51,909.27/-
- 12.FRANKING MACHINE-Rs.1,60,733/-
- 13.XEROX COPY MACHINE-Rs.1,59,530/-

Terms, conditions and exclusions as per expiring SFSP policy.

Open storage/basement storage not covered.

Warranted that sum insured shall not be less than New Replacement Value as if the properties are reinstated on the First Day of the Policy.

No Coverage for Money/Cheques/Vehicles licensed for general Road use/Railway locomotives & rolling stock/Property in course of construction-erection- testing-demolition-testing/ Landscaping/Tree.

Warranted that Hand Appliances& Hydrant System installed are conforming to relevant regulations and are maintained periodically. (FEA Warranty)

Warranted that storage have to be kept in regulated manner with proper spacing and in no way hinder access to fire fighting.

Warranted that the electrical installation is maintained periodically and devoid of any loose wiring and improper sockets & connections.



पॉलिसी अनुसूची/ Policy Schedule - Standard Fire and Special Perils Policy

**Policy Number:**

**260201112110000034**

व्यवसाय स्रोत /Business Source: 260201

वित्तिय चैनल प्रविण/Sales Channel Code:  
260201

जारीकर्ता कार्यालय/Issuing Office

कार्यालय कोड /Office Code: 260201

नाम /Name: MUMBAI DIRECT AGENTS  
BRANCH II Contact Number:

कार्यालय पता /Office Address: MUMBAI DA  
BRANCH II First Floor, Sterling Cinema  
Building, 65, Murzaban Street, Fort, Mumbai,  
- 400001.

सह दलाल कोड / Co Broker Code:

State Code: 27, Maharashtra

GSTIN: 27AAACN9967E1Z3

Contact Number: 22 22018390

Mobile Number: 0

कस्टमर केयर टॉल फ्री नंबर/ Customer

Care Toll Free Number:

1800 345 0330

ईमेल/

email:customer.support@nic.co.in

Excluding properties of clients/ customers/guests/ employees.

Kutcha Construction Warranty.

Warranted that basement exposure not covered.

Subject to Exclusion of Communicable Diseases.

Excess as per SFSP Tariff and Terrorism excess as per terrorism pool Tariff.

Add Ons:-Name of Add On Sum Insured

Earthquake(Fire & Shock)- Zonel -Rs.1,45,87,31,911/-

STFI -Rs.1,45,87,31,911/-

Terrorism-Rs.1,45,87,31,911/-

Impact Damage due to Insured's own Rail/Road Vehicles, Forklifts, Cranes, Stackers and the like and articles dropped therefrom-Rs.  
1,45,87,31,911/-

Escalation up to 10% of SI of BMA-Rs. 14,58,73,191/-

Omission to Insured's Alterations, Additions and Extensions up to 5% of Si BMA-Rs. 7,29,36,596/-

जिसकी गवाही मैं दनि/ माह /वर्ष को उपरोक्त उल्लेखित कार्यालय पते पर अधोहस्ताक्षरी को वधिवित अधिकृत किया जा रहा है उसके हाथ नरिधारति करि जाएं। यह अनुसूची, संलग्न पॉलिसी, खण्ड, पूर्ववर्कन और पॉलिसी शर्दों, जो कंपनी वेबसाईट <https://nationalinsurance.nic.co.in> पर उपलब्ध है, को एक अनुबंध के रुप में एक साथ पढा जाए तथा कोई भी शब्द या अभिव्यक्ति जिसके तारे यह वशिष्टि अर्थ पॉलिसी या अनुसूची के किसी भी हसिसे में संलग्न किया गया हो, एक ही अर्थ वहन करेगा चाहे जहाँ भी उल्लेखित हो। यह आश्वासन दिया जाता है कि प्रीमियम चेक के अस्वीकृतिके मामले में, यह दस्तावेज स्वतः प्रायमकित नरिस्त हो जाएगी। **IN WITNESS WHEREOF, the undersigned being duly authorized hereunto set his/ her hand at the office address mentioned above, this 02/July/2021. This schedule, the attached policy, the clauses, the endorsements and policy wordings as available in the website <https://nationalinsurance.nic.co.in> shall be read together as one contract and any word or expression to which the specific meaning has been attached in any part of this policy or of the schedule shall bear the same meaning wherever it may appear. It is warranted that IN CASE OF DISHONOUR OF THE PREMIUM CHEQUE, THIS DOCUMENT STANDS AUTOMATICALLY CANCELLED 'AB-INITIO'**

## E. Money Insurance Policy Copy:

पॉलिसी अनुसूची/ Policy Schedule - Money Insurance

**Policy Number:**

260201592110000013

व्यवसाय स्रोत /Business Source: 260201

वित्तिय चैनल वितरण/Sales Channel Code:  
260201

नाम /Name: MUMBAI DIRECT AGENTS  
BRANCH II Contact Number:

सह दलाल कोड / Co Broker Code:

कस्टमर केयर टॉल फ्री नंबर/Customer

Care Toll Free Number:

1800 345 0330

ईमेल/

email:customer.support@nic.co.in

**Paid Consolidated Stamp duty vide  
Letter of Authorization (LoA)  
No. CSD/309/2021/1261/2021 dated 30/03/2021  
Issued by General Stamp Office,  
Town Hall, Fort, Mumbai-01.  
Stamp Duty under policy Rs.....  
प्रधान स्टेम्प कार्यालय, मुंबई, इसके  
प्राधिकारण-पत्र क्र.CSD/309/2021/1261/2021  
दिनांक-30/03/2021 के तहत  
एकत्रित स्टेम्प ड्यूटी अदा की गई।  
पॉलिसी के अंतर्गत स्टेम्प ड्यूटी रु.....**

ग्राहक का नाम /Customer Name: INDIRA GANDHI INSTITUTE OF  
DEVELOPMENT RESEARCH

पता/ Address: GEN.A.K.VAIDYA MARG,FILM CITY  
ROAD,GOREGAON(EAST), City: MUMBAI, District: GREATER  
MUMBAI, State: MAHARASHTRA, PIN: 400065.  
Cell: 9870003752

ग्राहक आईडी /Customer ID:

9702010924

पैन /PAN: AAAT10014Q

फोन /Phone:

ई-मेल /E-Mail: archana@igidr.ac.in

पॉलिसी: 01/07/2021 के 00:00 से 30/06/2022 की मध्य रात्रि तक प्रभावी /Policy Effective from 00:00 hours, on 01/07/2021 to  
midnight of 30/06/2022

प्रीमियम/ Premium	रु	कवर नोट संख्या और तारीख/ Cover Note Number and Date	लागू नहीं/NA
CGST			
SGST/UTGST			
IGST			
केरला बाढ़ उपकर/Kerala Flood Cess		प्रस्ताव संख्या और तारीख/ Proposal Number and Date	8800210701115369 Dt. 01/07/2021
कम:जीएसटी टीडीएस / Less:GST_TDS		रसीद संख्या और तारीख/ Receipt Number and Date	260201812110000718 Dt. 30/06/2021
पुनर्प्राप्ति योग्य स्टाम्प ड्यूटी /Recoverable Stamp Duty		पहिली पॉलिसी संख्या और समाप्ती तारीख/ Previous Policy Number and Expiry Date	लागू नहीं/NA
कुल /Total Amount	रु		

(Rupees)

### Money in Transit

Section I	Description	Limit of liability for Any one Loss(₹)	Estimated Annual Carrying Amount(₹)
Sec I - A (Wages in Transit)	NA	5,00,000.00	5,00,000.00

### Additional Covers

Assault Risks (No. of person)	NA	Riot and Strike Extension	No
Assault Risk Sum insured per person(₹)	NA	Terrorism	No
		Infidelity risk	No

### Note:

**Section IA:** Money for the payment of wages, salaries and other earning or for petty cash in direct transit from the bank to the insured's premises from the time the cash is received at the bank by the insured or the authorized employee/s of the insured until delivered at the premises or other place of disbursement and whilst there until paid out provided that out of business hours such Cash shall be secured in locked safe or locked strong room on the premises. Cheques drawn by the insured to provide for such cash are covered in transit from the Premises to the Bank

**Section IB:** Money (other than described in IA above) in the personal custody of the insured or the authorized employee/s of the insured whilst in direct transit between the premises and the bank or post office and vice versa

**Section II:** Cash (other than described in section IA above) whilst on the premises during business hours or whilst secured in locked safe or locked strong room on the insured's premises out of business hours against the risk of burglary, housebreaking and hold-up

टिप्पणियाँ/ Remarks: TERMS AND CONDITIONS AND EXCLUSIONS AS PER MONEY INSURANCE POLICY OF NICL



प्रमाण-पत्र /Certificate- Money Insurance

पॉलिसी संख्या/Policy Number:  
260201592110000013

जारीकर्ता कार्यालय/Issuing Office

कार्यालय कोड /Office Code: 260201

कार्यालय पता /Office Address: MUMBAI DA  
BRANCH II First Floor, Sterling Cinema  
Building, 65, Murzaban Street, Fort, Mumbai,  
- 400001.

State Code: 27, Maharashtra

GSTIN: 27AAACN9967E1Z3

Contact Number: 22 22018390

Mobile Number: 0

व्यवसाय स्रोत /Business Source: 260201

विक्रय चैनल/Details

विक्रय चैनल कोड / Sales Channel Code:  
260201

नाम/ Name: MUMBAI DIRECT AGENTS  
BRANCH II

Contact Number:

कस्टमर केयर टॉल फ्री नंबर/Customer

Care Toll Free Number:

1800 345 0330

ईमेल

email:customer.support@nic.co.in

SHORTAGE DUE TO ERRORS OR OMISSIONS ARE SPECIFICALLY  
EXCLUDED.

THEFT OF MONEY FROM UNATTENDED VEHICLES IS EXCLUDED.

MONEY SHALL MEAN AND INCLUDE CASH, BANK DRAFTS, CURRENCY NOTES, TREASURY NOTES, CHEQUES, POSTAL ORDERS  
AND CURRENT POSTAGE STAMPS.

जसिकी गवाही में दनि/ माह /वर्ष को उपरोक्त उल्लेखित कार्यालय पते पर अधोहस्ताक्षरी को वधिवित अधकृत कयि जा रहा है उसके हाथ नर्धारित करि जाएं। यह अनुसूची, संलग्न पॉलिसी, खण्ड, पृष्ठांकन और पॉलिसी शब्दों, जो कंपनी वेबसाईट <https://nationalinsurance.nic.co.in> पर उपलब्ध है, को एक अनुबंध के रुप में एक साथ पढा जाए तथा कोई भी शब्द या अभिव्यक्ति जसिके लरि यह वशिष्ट अर्थ पॉलिसी या अनुसूची के कसि भी हसिसे में संलग्न कयि गया हो, एक ही अर्थ वहन करेगा चाहे जहाँ भी उल्लेखित हो। यह आश्वासन दयि जाता है कि प्रीमियम चेक के अस्वीकृति के मामले में, यह दस्तावेज स्वतः प्रामाणिकता नरिस्त हो जाएगी। /IN WITNESS WHEREOF, the undersigned being duly authorized hereunto set his/ her hand at the office address mentioned above, this 02/July/2021. This schedule, the attached policy, the clauses, the endorsements and policy wordings as available in the website <https://nationalinsurance.nic.co.in> shall be read together as one contract and any word or expression to which the specific meaning has been attached in any part of this policy or of the schedule shall bear the same meaning wherever it may appear. It is warranted that IN CASE OF DISHONOUR OF THE PREMIUM CHEQUE, THIS DOCUMENT STANDS AUTOMATICALLY CANCELLED 'AB-INITIO'