

CORRIGENDUM

(This document will supersede all other details of the Bid)

Placement of Office Assets Insurance Policy covering Office Building, Office Equipment's, Furniture & Fixtures etc. for SECI, New Delhi

Exemptions of EMD and ePBG/Performance Security

All the insurance companies seeking EMD and ePBG/Performance Security exemptions needs to submit the proofs of such circulars/guidelines from IRDA/GIC/GeM which are applicable till the date of bid submission by the respective bidder. If in any case, such an exemption is found to be not applicable on the date of bid submission or are not issued by the abovesaid government entities, the bid will be rejected.

Assets Data: Please Click on the link below

[Assets Data](#)

CLARIFICATIONS

Selection of Insurance Company for purchase of Asset Insurance Policy at Solar Energy Corporation of India Limited, New Delhi			
BID NO: GEM/2025/B/5799258 Dated: 09.01.2025			
S. No.	Queries	Category (Finance/Technical/Contractual)	Clarifications
1	It is requested to waive off EMD/PBG as per the IRDA/ GIC/ GeM guidelines/ circulars.	Contractual	Kindly refer to Amendment 1
2	Kindly clarify on the Sum Insured value as provided in price bid do not match with the value provided in Scope of Work	Finance	Kindly refer to Amendment 2
3	Kindly allow us to submit the bids with self certified copies of the documents instead of certification from CA	Contractual	Kindly refer to Amendment 3
4	Kindly confirm if it is a fresh risk or renewal and if any losses are reported	Finance/Technical	No previous claims and No previous policy
5	Please confirm if there is any SI for Business Interruption	Finance/Technical	Business Interruption Not included
6	Please confirm whether equipments mentioned under Tender are having valid AMC	Finance/Technical	All items are having valid AMC excluding Furnitures and Fixtures

AMENDMENTS

Selection of Insurance Company for purchase of Asset Insurance Policy at Solar Energy Corporation of India Limited, New Delhi			
BID NO: GEM/2025/B/5799258 Dated: 09.01.2025			
S. No.	Section	Original Version	Amendment
1	EMD/PBG	EMD - INR 14,000/- PBG - 3% of Premium for 15 months	1) EMD - INR 14,000/- PBG - 3% of Premium for 15 months 2) EMD - Null, PBG - NULL, If valid circulars/guidelines supporting the said exemption issued by IRDA/GIC/GeM applicable at the time of bid submission is submitted by the bidder
2	Sum Insured value as provided in price bid do not match with the value provided in Scope of Work	As per the Price Bid Format attached	It is clarified that the breakup of the Sum Insured (SI) as per Scope of Work and corresponding premium to be charged by the Agency/Bidder in their own format.
3	LCS Document	Certification from CA mentioning the turnover in the last three preceding FY	In case of audited financial statements, self-certified documents may also be furnished in support of the Annual Turnover of the last three preceding financial years

BID INFORMATION SHEET

The brief details of the Bid are as under:

(1)	NAME OF WORK/ BRIEF SCOPE OF WORK/ JOB	Selection of Insurance company for purchase of asset insurance policy at Solar Energy Corporation of India Limited, New Delhi.					
(2)	TYPE OF BIDDING SYSTEM	<table border="1"> <tr> <td>SINGLE BID SYSTEM</td> <td><input type="text"/></td> </tr> <tr> <td>TWO BID SYSTEM</td> <td><input type="text" value="Yes"/></td> </tr> </table>		SINGLE BID SYSTEM	<input type="text"/>	TWO BID SYSTEM	<input type="text" value="Yes"/>
SINGLE BID SYSTEM	<input type="text"/>						
TWO BID SYSTEM	<input type="text" value="Yes"/>						
(3)	TYPE OF BID	<table border="1"> <tr> <td>E-Bid</td> <td><input type="text" value="Yes"/></td> </tr> <tr> <td>MANUAL</td> <td><input type="text"/></td> </tr> </table>		E-Bid	<input type="text" value="Yes"/>	MANUAL	<input type="text"/>
E-Bid	<input type="text" value="Yes"/>						
MANUAL	<input type="text"/>						
(4)	SELECTION PERIOD	01 (One) Year					
(5)	JV/CONSORTIUM	NOT ALLOWED					
(6)	NUMBER OF BIDS PER INSURANCE COMPANY	01					
(7)	COST OF BIDDING DOCUMENTS	FREE OF COST					
(8)	DOCUMENT FEE/ COST OF BID DOCUMENT (NON- REFUNDABLE)	<table border="1"> <tr> <td>APPLICABLE</td> <td><input type="text"/></td> </tr> <tr> <td>NOT APPLICABLE</td> <td><input type="text" value="Yes"/></td> </tr> </table> <p>The Bid Document is Free of Cost.</p>		APPLICABLE	<input type="text"/>	NOT APPLICABLE	<input type="text" value="Yes"/>
APPLICABLE	<input type="text"/>						
NOT APPLICABLE	<input type="text" value="Yes"/>						

Bid Document for Asset Insurance Policy at SECI, New Delhi

(09)	BID DOCUMENT PROCESSING FEE (NON-REFUNDABLE)	<table><tr><td>APPLICABLE</td><td><div></div></td></tr><tr><td>NOT APPLICABLE</td><td><div>Yes</div></td></tr></table>	APPLICABLE	<div></div>	NOT APPLICABLE	<div>Yes</div>
APPLICABLE	<div></div>					
NOT APPLICABLE	<div>Yes</div>					
(10)	EARNEST MONEY DEPOSIT (EMD)	(If Applicable) Amount: INR 14,000/- (Indian Rupees Fourteen Thousand only) inclusive of GST @ 18% per bid to be submitted in the form of Banker's Cheque/Pay Order/Demand Draft in favor of "Solar Energy Corporation of India Limited, New Delhi" Payable at New Delhi.				
(11)	CONTRACT PERFORMANCE SECURITY	(If Applicable) Amount: 3% of premium quoted by bidder for a period of 15 months from the insurance policy start date to be furnished within 30 days of letter of award				
(12)	DATE, TIME & VENUE OF PRE-BID MEETING	Scheduled as per Bid on GeM portal and/or SECI website.				
(13)	BID-SUBMISSION DEADLINE	As per Bid on GeM portal				
(14)	TENDER RELATED QUERIES - CONTACT PERSON DETAILS	Sh. Piyush Raote, Executive Trainee (C&P) Solar Energy Corporation of India Limited 6th Floor, Plate-B, NBCC Office Block Tower-2, East Kidwai Nagar, New Delhi-110023 +91-8770772784 piyush.raote@seci.co.in				
(15)	NAME, DESIGNATION, ADDRESS AND OTHER DETAILS (FOR SUBMISSION OF RESPONSE TO BID)	Sh. Umesh Patidar, Senior Engineer (C&P) Solar Energy Corporation of India Limited 6th Floor, Plate-B, NBCC Office Block Tower-2, East Kidwai Nagar, New Delhi-110023 Tel: 011 24666 366; E-mail: umesh.patidar@seci.co.in ; contracts@seci.co.in				

Bid Document for Asset Insurance Policy at SECI, New Delhi

(16)	CONTACT DETAILS OF GeM	Contact Person: GeM Help-desk Toll Free Numbers: 1800-419-3436, 1800-102-3436 Email: helpdesk-gem@gov.in;
------	-----------------------------------	---

<u>LIST OF FORMS & FORMAT</u>	
Form No.	Description
Format-1	Technical Proposal
Format-2	Financial Proposal
Format-3	Format For Contract Performance Bank Security
Format-4	Format For Earnest Money Deposit

Format-1

TECHNICAL PROPOSAL

(To be provided on Company/Firm Letter Head)

From:

(Full name and address of the Bidder)

To,

Solar Energy Corporation of India Limited
6th Floor, Plate-B, NBCC Office Block Tower-2,
East Kidwai Nagar, New Delhi-110023

Sl. No.	Parameter/ Criteria/ requirement	Document(s)/ Other requirement(s)
1	The Insurance Company Or Their Service Provider Must Have Been In The Insurance Business In India For At Least XX Years	Copy of license issued by IRDAI
2	The Insurance Company Or Their Service Provider Should Currently Be Providing Insurance To At Least YY Government, Semi-Government, PSU, Govt. Undertaking, Autonomous Bodies, Educational Institutes Of National Repute Etc.* <i>Experience from one company shall be counted one time only even if the company has been served for multiple years</i>	Copy of letter of appointment issued by the PSUs/Govt. Organization/State PSU/State Govt. client in their official letterhead mentioning the name of the insurance company to be submitted, or Insurance policy copy issued, or certified by Principal Officer/Authorized signatory of the insurance company

Bid Document for Asset Insurance Policy at SECI, New Delhi

3	The Insurance Company Or Their Service Provider Should Be Providing Insurance To At Least 5 Clients In India Where The Annual Premium Is More Than INR XX For Each Client	Certification from the authorized signatory authority or certified from CA mentioning the premium from insurance business only
4	The Insurance Company Or Their Service Provider Should Be Providing Insurance To At Least 5 Clients In India Where The Insurance Cover (Sum Insured) Is More Than INR XX For Each Client	Certification from the authorized signatory authority or certified from CA mentioning the Sum Insured from insurance business only
5	Average Turnover in the last 3 (Three) preceding FYs i.e. 2021-22, 2022-23, & 2023-24	Certification from the authorized signatory authority or certified from CA mentioning the turnover in the last three preceding FY

Format-2

FINANCIAL PROPOSAL
(On Bidder's letter head)

Bid/NIT .No. _____

Date: _____

From: _____ (*Insert name and address of Company/Vendor/Bidder*)

Tel.#: _____

Fax#: _____

E-mail address# _____

Solar Energy Corporation of India Limited
6th Floor, Plate-B, NBCC Office Block Tower- 2
East Kidwai Nagar, New Delhi- 110023

Sub: Response to Bid/NIT no. _____ dated _____ for: Selection of Insurance company for purchase of asset insurance policy at Solar Energy Corporation of India Limited, New Delhi.

Dear Sir/ Madam,

I/ We, _____ (*Insert Name of the Company/Vendor/Bidder*)
enclose herewith the Financial Proposal for selection of my/our firm/Vendor/Bidder
for _____.

I/ We agree that this offer shall remain valid for a period of 180 (One Hundred and Eighty) days from the due date of submission of the response to this document.

Dated the _____ day of _____, 20....



Bid Document for Asset Insurance Policy at SECI, New Delhi

Thanking you,
We remain,
Yours faithfully

Name

Designation

Seal and Signature of Authorized Person

FORMAT FOR CONTRACT PERFORMANCE BANK SECURITY

(To be stamped in accordance with Stamp Act, the Non-Judicial Stamp Paper of Appropriate Value should be in the name of the issuing Bank)

Reference:

Bank Guarantee No.:

Date:

In consideration of the _____ [Insert name of the Bidder] (hereinafter referred to as 'selected Contractor/ Service Provider') submitting the response to Tender inter alia for [Insert title of the Tender], dated..... issued by Solar Energy Corporation of India Limited (hereinafter referred to as SECI) and SECI considering such response to the Tender of[Insert name of the Bidder] (which expression shall unless repugnant to the context or meaning thereof include its executors, administrators, successors and assignees) and selecting the Bid of the Contractor/ Service Provider and issuing GeM Order/ Notification of Award/ Contract Agreement No. _____ to _____ (Insert Name of selected Contractor/ Service Provider) as per terms of Tender and the same having been accepted by the selected Contractor/ Service Provider resulting in a contract to be entered into, for purchase of Work/Services [from selected Contractor/ Service Provider, M/s _____].

As per the terms of the Tender, the _____ [Insert name & address of Bank] hereby agrees unequivocally, irrevocably and unconditionally to pay to SECI at [Insert Name of the Place from the address of the SECI] forthwith on demand in writing from SECI or any Officer authorised by it in this behalf, any amount up to and not exceeding Indian Rupees _____ [Total Value] only, on behalf of M/s _____ [Insert name of the selected Contractor/ Service Provider]

This guarantee shall be valid and binding on this Bank up to and including and shall not be terminable by notice or any change in the constitution of the Bank or the term of contract or by any other reasons whatsoever and our liability hereunder shall not be impaired or discharged by any extension of time or variations or alternations made, given, or agreed with or without our knowledge or consent, by or between parties to the respective agreement.

Our liability under this Guarantee is restricted to INR _____ (Indian Rupees _____ only).

Our Guarantee shall remain in force until..... SECI shall be entitled to invoke this Guarantee till

The Guarantor Bank hereby agrees and acknowledges that SECI shall have a right to invoke this BANK GUARANTEE in part or in full, as it may deem fit.

Bid Document for Asset Insurance Policy at SECI, New Delhi

The Guarantor Bank hereby expressly agrees that it shall not require any proof in addition to the written demand by SECI, made in any format, raised at the above-mentioned address of the Guarantor Bank, in order to make the said payment to SECI.

The Guarantor Bank shall make payment hereunder on first demand without restriction or conditions and notwithstanding any objection by _____ [Insert name of the selected Contractor/ Service Provider as applicable] and/ or any other person. The Guarantor Bank shall not require SECI to justify the invocation of this BANK GUARANTEE, nor shall the Guarantor Bank have any recourse against SECI in respect of any payment made hereunder

This BANK GUARANTEE shall be interpreted in accordance with the laws of India and the courts at New Delhi shall have exclusive jurisdiction.

The Guarantor Bank represents that this BANK GUARANTEE has been established in such form and with such content that it is fully enforceable in accordance with its terms as against the Guarantor Bank in the manner provided herein.

This BANK GUARANTEE shall not be affected in any manner by reason of merger, amalgamation, restructuring or any other change in the constitution of the Guarantor Bank.

This BANK GUARANTEE shall be a primary obligation of the Guarantor Bank and accordingly SECI shall not be obliged before enforcing this BANK GUARANTEE to take any action in any court or arbitral proceedings against the selected Contractor/ Service Provider, to make any claim against or any demand on the selected Contractor/ Service Provider or to give any notice to the selected Contractor/ Service Provider or to enforce any security held by SECI or to exercise, levy or enforce any distress, diligence or other process against the selected Contractor/ Service Provider.

This BANK GUARANTEE shall be effective only when the Bank Guarantee issuance message is transmitted by the issuing Bank through SFMS to IDFC First Bank and a confirmation in this regard is received by SECI.

The Guarantor Bank acknowledges that this BANK GUARANTEE is not personal to SECI and may be assigned, in whole or in part, (whether absolutely or by way of security) by SECI to any entity to whom SECI is entitled to assign its rights and obligations under the Contract.

Notwithstanding anything contained hereinabove, our liability under this Guarantee is restricted to INR _____ (Indian Rupees _____ only) and it shall remain in force until We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only if SECI serves upon us a written claim or demand.

Signature: _____
Name: _____
Power of Attorney No.: _____
For

_____ [Insert Name and Address of the Bank] ____

Contact Details of the Bank:

E-mail ID of the Bank:

Banker's Stamp and Full Address.

Dated this ____ day of ____, 20__

Witness:

1.

Signature

Name and Address

2.

Signature

Name and Address

Notes:

1. The Stamp Paper should be in the name of the Executing Bank and of appropriate value.
2. The Performance Bank Guarantee shall be executed by any of the Scheduled Commercial Banks as listed on the website of Reserve Bank of India (RBI) and amended as on the date of issuance of Bank Guarantee. Bank Guarantee issued by foreign branch of a Scheduled Commercial Bank is to be endorsed by the Indian branch of the same bank or State Bank of India (SBI).

FORMAT FOR EARNEST MONEY DEPOSIT

(To be on non-judicial stamp paper of appropriate value as per Stamp Act relevant to place of execution)

Ref. _____

Bank Guarantee No. _____

Date: _____

In consideration of the -----[Insert name of the Bidder] (hereinafter referred to as 'Bidder') submitting the response to NIT inter alia for selection of the Project in response to the NIT No. _____ dated ____ issued by Solar Energy Corporation of India Limited (hereinafter referred to as SECI) and SECI considering such response to the NIT of[insert the name of the Bidder] as per the terms of the NIT, the _____ [insert name & address of bank] hereby agrees unequivocally, irrevocably and unconditionally to pay to SECI at [Insert Name of the Place from the address of SECI] forthwith on demand in writing from SECI or any Officer authorized by it in this behalf, any amount upto and not exceeding Rupees -----[Insert amount]only, on behalf of M/s. _____ [Insert name of the Bidder] .

This guarantee shall be valid and binding on this Bank up to and including _____[insert date of validity in accordance with NIT] and shall not be terminable by notice or any change in the constitution of the Bank or the term of contract or by any other reasons whatsoever and our liability hereunder shall not be impaired or discharged by any extension of time or variations or alternations made, given, or agreed with or without our knowledge or consent, by or between parties to the respective agreement.

Our liability under this Guarantee is restricted to Rs. _____ (Rs. _____ only). Our Guarantee shall remain in force until _____ [insert date of validity in accordance with NIT]. SECI shall be entitled to invoke this Guarantee till ____ [Insert date which is 30 days after the date in the preceding sentence].

The Guarantor Bank hereby agrees and acknowledges that the SECI shall have a right to invoke this BANK GUARANTEE in part or in full, as it may deem fit. The Guarantor Bank hereby expressly agrees that it shall not require any proof in addition to the written demand by SECI, made in any format, raised at the above-mentioned address of the Guarantor Bank, in order to make the said payment to SECI.

The Guarantor Bank shall make payment hereunder on first demand without restriction or conditions and notwithstanding any objection by ----- [Insert name of the Bidder] and/or any other person. The Guarantor Bank shall not require SECI to justify the invocation of this

Bid Document for Asset Insurance Policy at SECI, New Delhi

BANK GUARANTEE, nor shall the Guarantor Bank have any recourse against SECI in respect of any payment made hereunder.

This BANK GUARANTEE shall be interpreted in accordance with the laws of India and the courts at Delhi shall have exclusive jurisdiction. The Guarantor Bank represents that this BANK GUARANTEE has been established in such form and with such content that it is fully enforceable in accordance with its terms as against the Guarantor Bank in the manner provided herein.

This BANK GUARANTEE shall be effective only when the Bank Guarantee issuance message is transmitted by the issuing Bank through SFMS to IDFC First Bank and a confirmation in this regard is received by SECI.

This BANK GUARANTEE shall not be affected in any manner by reason of merger, amalgamation, restructuring or any other change in the constitution of the Guarantor Bank. This BANK GUARANTEE shall be a primary obligation of the Guarantor Bank and accordingly SECI shall not be obliged before enforcing this BANK GUARANTEE to take any action in any court or arbitral proceedings against the Bidder, to make any claim against or any demand on the Bidder or to give any notice to the Bidder or to enforce any security held by SECI or to exercise, levy or enforce any distress, diligence or other process against the Bidder.

Notwithstanding anything contained hereinabove, our liability under this Guarantee is restricted to Rs. _____ (Rs. _____ only) and it shall remain in force until _____ [Date to be inserted on the basis of this NIT] with an additional claim period of thirty (30) days thereafter. We are liable to pay the guaranteed amount or any part thereof under this Bank Guarantee only if SECI serves upon us a written claim or demand.

Signature _____

Name _____

Power of Attorney No. _____

For _____ [Insert Name of the Bank] _____

Banker's Stamp and Full Address.

Dated this _____ day of _____, 20____

Bank Contact Details & E Mail ID is to be provided