

Dear Sir,

**Sub: Renewal of Insurance Policies& Public Liability Insurance
Policy for the Year 2019-20**

The various Fire/Marine policies & Public Liability Insurance Policy existing are expiring on 31/03/2019. In this context, we request you to give your lowest firm rates for the under mentioned policies in the enclosed formats (As per annexure attached). **We are sending the same through online also for your early proceedings. You may also visit our web site www.hoclindia.com**

A Fire Policy

- 1 Fire Policy for Plant & Machinery, CPP and Storage Tank - Annexure-A
- 2 Fire Loss of Profit Policy - Annexure-B
- 3 Fire Policy Covering Raw Material and Finished Goods.-Annexure-C
- 4 Fire Policy Covering Work-In-Progress and Hot Oil- Annexure-D
- 5 Fire Policy for Boiler and Pressure Plant Policy-Annexure-E
- 6 Fire Policy (Stock at Cochin Port) -Annexure-F
- 7 Fire Special contingency policy (Pipe Line)-Annexure-G
- 8 Fire policy (Contractors Plant & Machinery)-Annexure-H

B Declaration Policies

9. Marine Inland Transit Policy (Declaration Policy)-Annexure-I

C Other Policies

- 10 Fidelity Guarantee Policy-Annexure-J
- 11 Money Insurance Policy -Annexure-K
12. Burglary Policy -Annexure-L
- 13.Public Liability Act & Industrial Policy
- 14.Directors and Officers Liability Insurance Policy

It may be noted that the quotation may be submitted strictly as per the enclosed formats giving rate for following covers in the case of fire policies.

1. Compulsory Cover

- a. Fire
- b. Bush fire
- c. Lightning
- d. Explosion /Implosion
- e. Impact damage by any Rail/Road/Vehicle or Animals by direct contact
- f. Aircraft damage and other aerial and or space devices and/ or articles dropped there from
- g. Riot, Strike, Malicious Damage.
- h. Storm, cyclone, typhoon, tempest, hurricane, tornado, flood, and inundation.
- I. Subsidence and landslide including rock slide
- J. Bursting and overflow or both of water tanks, apparatus and pipes
- k. Missile testing operations
- L. Leakage from automatic sprinkler installations

2. Earthquake

Premium for earth quake cover to be indicated in the price bid in the appropriate column separately.

3. Optional

Terrorism Damage

a) Premium for terrorism cover is to be mentioned separately for each policy.

The following points may also be noted while submitting the quotations:

- 1.** HOC reserves the right to accept other than the lowest quotations, reject any or all quotations at the discretion without assigning any reason thereof. HOC also reserves the right to fix the sharing patterns among insurance companies.
- 2.** Draft policy copies with all conditions should be furnished separately along with Price bid.

3. The values are indicative and are subject to change at the time of renewal.
4. The bidders shall quote the rates both in English words as well as in figures. In case of difference in rates between words and figures, THE LESSER OF THE TWO shall be treated as valid rate. In case of calculation errors, HOCL's decision will be final and binding on the bidder and may even lead to rejection of the tender.
5. All corrections and insertions shall be duly counter-signed by the authorized signatory of the underwriter.
6. In the case of Boiler and pressure vessels, details of categorization and percentage cost .Breakup of the boilers are also given.
7. The petro-chemical tariff details as per T A C / I R D A are to be incorporated in the quotations. If there is any change in the basic fire rate, the reasons for any loading/discounts should be clearly mentioned in the price bid. The de- tariffed quotes should be based on IRDA guidelines.
8. All the eligible discounts under Petrochemical Tariff may be considered while arriving at the rates. The rate quoted should be net of discount without any condition and should be firm for policy period. No subsequent increase in premium will be allowed at any circumstances
9. The premium computation with rates for each item in the format enclosed must be furnished.
10. The offer of the bidder shall have to be kept valid for a period of 3 (three) months from the date of submission of tender.
11. This tender shall be duly signed & stamped on each page and sent it in a sealed cover.
12. The details of voluntary excess/compulsory excess/special exclusion/special excess/special conditions and special perils applicable for each policies are to be clearly mentioned. If it is not furnished, it will be presumed that excess clause is not applicable.
13. HOCL opts for D.F/Excess as under:
For Fire Cover:
AOG Perils: Rs.10000/- or 5% of the claim amount whichever is higher
Others: Rs.10000/-

For Fire LOP Cover:

Monetary value of seven days loss

14. In the case of fire declaration policy, restrictions, if any, as to refund of premium should be clearly mentioned.

15. The schemes or add-on covers may be indicated separately along with details of rates applicable for each

16. In the case of Earthquake, and terrorism damage the rate quoted may be indicated separately for each risk.

17. All special discounts and service taxes may be indicated separately for each policy.

18. Enclosed conditions as given in Annexure-I duly signed should also be furnished along with the price bid without which the quotation will not be considered

19. No major claim has been intimated till date against the existing insurance policies.

The tender should be in sealed cover and shall be addressed to Chief General Manager Personnel & Administration, Hindustan Organic Chemicals Limited, Ambalamugal, Ernakulam-682302 and send ***by courier/ registered post/ By hand*** only with adequate allowance for any delivery delays. The quotations should reach us on or before **01 PM ON 13/03/2019**. The quotations received after the due date and time of submission is liable to be rejected. **Also please note that the quotations through online or fax shall not be entertained at any circumstances. There shall not be any public opening of quotation/tender.**

Thanking you

Yours truly,
For Hindustan Organic Chemicals Limited,

N.Radhakrishnan Nair
General Manager (Finance)

ANNEXURE – I

CONDITIONS

1.In the case of LOP Policy the excess premium collected will be refunded on the basis of Chartered Accountant's certificate

2. In the case of Marine Declaration policy, there should be provision to enhance the value without any restriction for number of times of enhancements during the policy period. It should cover all transportation of raw materials & Finished goods, as per details given from Ambalamugal to various places inside India/outside India and from various places in India/outside India to Ambalamugal by Rail, Road, Air and Sea going Vessels.

3In the case of Fire Policy for Raw Materials, Finished Goods, Fire Policy for Stock at Cochin Port and for Marine Policy, HOCL will furnish monthly declaration and excess premium will be refunded on the basis of actual declaration.

4In case of any kind of change in petrochemical tariff, loading/discounts, etc should be as per IRDA guidelines. Sum assured mentioned is final and premium must be calculated based on the same only.

Authorised Signatory

Name of Policy	Sum Assured 2019-20	Net Premium Excluding GST
1 Fire Policy for Plant & Machinery, CPPand Storage Tank	7279622455	
2 Fire Loss of Profit Policy	400000000	
3 Fire Policies Covering Raw Material and Finished Goods.	1195077876	
4 Fire Policy Covering Work-In-Progress and Hot Oil	230645338	
5 Boilers and Pressure Plant Policy.	109991717	
6 Fire Policy (Stock at Cochin Port)	1000000	
7 Special Contingency Policies (Pipe Line).	12767597	
8 Contractors Plant & Machinery	72000	
9 Marine Inland Transit Policy (Declaration Policy)	500000000	
10 Fidelity Guarantee Policy	5000000	
11 Money Insurance Policy	500000	
12 Burglary Policy	500000	
13 Public Liability Act & Industrial Policy	5000000000	
14 Directors and Officers Liability Insurance Policy	10000000 5000000	
Total without Terrorism/ Omission to Insure		
GST		
Grand Total		