



**ISLAMIC UNIVERSITY OF SCIENCE AND TECHNOLOGY
AWANTIPORA, KASHMIR.**

**Short Term Tender Notice for the Comprehensive Insurance of
University Vehicles**

On behalf of the Vice Chancellor, Islamic University of Science & Technology, Awantipora sealed tenders are invited from the leading insurance companies/agencies with GST Registration for the Comprehensive Insurance of the University Vehicles for period of 01 year (w.e.f. 20th of November, 2021). Interested parties are requested to submit a tender based on the guidelines relevant to the submission of the tender. **The last date for the submission of tender is November, 15, 2021, 1.00 PM.** Tenders received after the stipulated deadline or those not conforming to the specified guidelines will not be considered for evaluation.

The detailed tender document can be downloaded from the University website: **www.iust.ac.in** or its hard copy can be collected from the office of the Transport after the publication of this tender notice in the local dailies on all working days between 10.30 am- 4.00 pm. (**Monday to Friday**) against non-refundable fee of Rs. 1000/- in the form of Demand Draft favouring "Finance Officer, Islamic University of Science & Technology" payable at Awantipora. **Terms & Conditions shall apply.**

Sd/-
**Dy. Registrar
Transport**

No. IUST/TPT/Tender/21/288

Dated: 05-11-2021



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The interested companies/agencies are requested to go through all the contents, terms and conditions as specified in the invitation of tender document. Failure to furnish the requisite documents or submission of incomplete information may result in the rejection of the proposal.

TERMS & CONDITIONS

- 1.The tender duly completed and signed shall be submitted in a sealed envelope super scribed "Invitation of the tenders for Comprehensive Insurance of University Vehicles "shall be addressed to the Registrar Islamic University of Science & Technology, Awantipora Pulwama by or before 15th of November, 2021 upto 1.00 PM.
- 2.The proposal should be accompanied with a DD of Rs. 1000/- (One Thousand Only) of any nationalised bank pledged to "Finance Officer, Islamic University of Science & Technology" payable at Awantipora, Pulwama.
- 3.The interested agencies shall cover their bids (premium quotes) mentioned in Indian Rupees (both in figures and words) with transparent tape in the given proforma.
- 4.The tender submitting parties shall submit the quotes of premium for comprehensive motor policy of all vehicles with a declaration to provide cashless settlement of motor claims at authorized garages across the Union territory of J&K and outside, preferably within the radius of 5 km's from the campus. The comprehensive insurance shall be construed as per the IRDA norms.
- 5.While quoting the premium of vehicles the company / agency must keep a provision for the prospective increase or decrease in the TP premium as per IRDA norms. The payment shall be made prospectively in accordance with the same as and when in force.
6. The contract shall remain in force for complete one year and can be extended by one more year subject to the satisfactory performance of the approved company/agency.
- 7.The proposal must clearly indicate the name of the responding organization, as well as the name, address and telephone/cell number of the primary contact of the aspiring organization that IUST can call directly for any clarification.
- 8.The interested vendors shall have to enclose a valid GST registration certificate along with a copy of applicable IRDA license for the year 2021-22.
- 9.The university shall reserve the right to reject any or all responses received in response to the tender without assigning any reason thereof or cancel the tender at any stage without assigning any reason whatsoever.
10. The University may call upon companies/agencies for discussion if it deems so for acquisition of any other relevant information or clarification pertaining to the submitted documents.
11. The selected insurance company/agency shall have to deposit an amount equal to 5% of the total business volume for the year as security deposit in the form of CDR/FDR favouring "Finance Officer, Islamic University of Science & Technology".
12. In case of the failure of the approved agency to provide hassle free and prompt service the university shall reserve the right to make alternate arrangements. In such case necessary action entailed under rules shall be taken against the defaulting agency.



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ON THE LETTER HEAD OF THE TENDERER

FORM OF TENDER

To:

Date:

Registrar,

Islamic University of Science & Technology

Tender No:

Tender Name:

1. Having examined the Tender documents with terms & conditions including the receipt of which is hereby duly acknowledged, we/the undersigned, offer to provide Insurance Services under this tender in conformity with the said Tender document for the sum of _____ (Total Tender amount in words and figures).
2. We undertake, if our tender is accepted, to provide the Insurance Cover Services in accordance with the conditions of the tender.
3. This tender, together with your written acceptance thereof and your notification of award, shall constitute a Contract between us subject to the signing of the contract by both parties.
4. We understand that you are not bound to accept the lowest or any tender you may receive.

Dated this _____ day of _____ 2021

(Signature with stamp)

(In the capacity of)

Duly authorized to Sign tender for and on behalf of _____



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S. No	Detail Of Vehicles	Year of Purchase	Make	Seating Capacity	NCB as per last Insurance policy	IDV Value as per last Insurance policy	Quoted Premium
01	Jk13 9064	2006	Mahindra Camper	4+1	50%	216210	
02	JK13 9066	2006	Swaraj Mazda	22+1	50%	540000	
03	JK13A 0654	2006	Swaraj Mazda	40+1	25%	576650	
04	Jk13A 0659	2006	Swaraj Mazda	40+1	25%	568100	
05	JK13A 0660	2006	Swaraj Mazda	41+1	25%	568100	
06	Jk13A 1901	2007	Mahindra	32+1	45%	570000	
07	JK13A 1902	2007	Mahindra	32+1	45%	570000	
08	Jk13A 1903	2007	Mahindra	32+1	45%	570000	
09	JK13A 3206	2007	Mahindra	32+1	35%	535866	
10	JK13A 3207	2007	Mahindra	32+1	45%	535866	
11	JK13A 3208	2007	Mahindra	32+1	50%	535866	
12	Jk13A 5770	2008	Swaraj Mazda	41+1	50%	568100	
13	Jk13A 5771	2008	Swaraj Mazda	32+1	50%	529150	
14	JK13A 5772	2008	Swaraj Mazda	41+1	50%	576650	
15	JK13A 5773	2008	Swaraj Mazda	32+1	50%	692550	
16	Jk13A 5774	2008	Swaraj Mazda	41+1	50%	576650	
17	JK13A 5935	2008	Swaraj Mazda	41+1	50%	740050	
18	JK13A 5936	2008	Swaraj Mazda	41+1	50%	740050	
19	Jk13A 7623	2009	Mahindra Bolero	6+1	50%	184060	



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S. No	Detail Of Vehicles	Year of Purchase	Make	Seating Capacity	NCB as per last Insurance policy	IDV Value as per last Insurance policy	Quoted Premium
20	JK13A 9237	2009	Swaraj Mazda	4+1	25%	576650	
21	JK13A 9238	2009	Swaraj Mazda	4+1	25%	576650	
22	JK13A 9239	2009	Swaraj Mazda	4+1	50%	576650	
23	JK13A 9241	2009	Tata Winger (Ambulance)	3+1	50%	225283	
24	JK13B 6300	2011	Tata Safari	6+1	50%	351697	
25	JK13C 2117	2013	Tata Manza	4+1	50%	281904	
26	JK13C 5595	2014	Mahindra Bolero	6+1	45%	286320	
27	JK13C 6713	2014	Tata Marco polo	46+1	35%	622009	
28	JK13C 6714	2014	Tata Marco polo	46+1	45%	622009	
29	JK13D 5200	2017	Tata Hexa	6+1	45%	764820	
30	JK13D 5958	2017	Tata Marco Polo	30+1	45%	1097000	
31	JK13D 5961	2017	Tata Marco Polo	30+1	45%	1097000	
32	JK13D 6754	2017	Mahindra Scorpio	6+1	45%	551000	
33	JK13D 6755	2017	Mahindra Scorpio	6+1	45%	551000	
34	JK13D 9504	2017	Omni Van	4+1	35%	219000	
35	JK13E 2685	2018	Swift Dzire	4+1	35%	456060	
36	JK13E 2718	2018	Swift Dzire	4+1	35%	456060	
37	JK13E 8970	2019	Swift Dzire	4+1	25%	470730	
38	JK13E 9024	2019	Swift Dzire	4+1	25%	470730	
39	JK13F 2263	2019	Force Traveller T1	13+1	20%	1415500	



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SIGNATURE AND STAMP OF TENDERER. _____

NOTE: IN CASE OF DISCREPANCY BETWEEN UNIT PRICE AND TOTAL, UNIT PRICE SHALL PREVAIL.