



**WAPCOS Limited**

**(A Government of India Undertaking- Ministry of Jal Shakti)**

**TENDER DOCUMENT FOR RENEWAL OF INSURANCE POLICIES**

- (i) PROFESSIONAL INDEMNITY POLICY**
- (ii) PUBLIC LIABILITY NON INDUSTRIAL POLICY**

**FOR THE PROJECT**

***“CONSULTANCY SERVICES FOR SELECTION OF TECHNICAL AUDIT CONSULTANT  
FOR VERIFICATION OF DISBURSEMENT LINKED INDICATOR (DLI) UNDER  
HIMACHAL PRADESH ROAD TRANSFORMATION PROGRAM (HPSRTP)”***

**INFS-IV Division  
WAPCOS Limited**

**(A Government of India Undertaking- Ministry of Jal Shakti)**  
2nd Floor, Plot No.- 62,  
Institutional Area, Sector-18, Gurgaon – 122015 (Haryana)  
Phone: 0124-2977225  
Email: [wapcosinfs4@gmail.com](mailto:wapcosinfs4@gmail.com)

**INVITATION FOR BIDS (IFB)****No. WAP/INFS-IV/2024-25/01****Date: 21.07.2025**

a.	Mode of Tendering	Online
b.	Availability of Tender Document	The tender document can be downloaded from the e-GeM Portal ( <a href="https://gem.gov.in">https://gem.gov.in</a> ) from <b>21.07.2025</b> at <b>17:00 Hrs</b> onwards:
c.	Last date and time for online submission	<b>11.08.2025</b> at <b>17:00 Hrs</b>
d.	Request for participation in pre-bid meeting through video Conferencing	<b>Deleted</b>
e.	Last date of Clarifications	<b>01.08.2025</b>
f.	Pre-Bid Meeting through video	<b>Deleted</b>
g.	Date and time of online opening of Bid	<b>11.08.2025</b> at <b>05:30 Hrs</b>
h.	Estimated Cost of Services	<b>INR 2,00,000/- plus applicable GST</b>
i.	Tender Fee	<b>Not Applicable</b>
j.	Earnest Money/ Bid Security	<b>Not Applicable</b>
k.	Submission Type	Online (Technical + Financial)
l.	Address for submission of EMD/Bid Security if being submitted in form of DD/ BG	WAPCOS Limited,INFS-IV Division, 2nd Floor, Plot No.- 62, Institutional Area, Sector-18, Gurgaon – 122015 (Haryana) Email : wapcosinfs4@gmail.com
m.	Online opening of Financial bid of eligible bidders.	
n.	Online Bids are hereby invited by WAPCOS Limited., Gurugram (Herein after referred to as “Employer”) from reputed and experienced firms/companies/ manufacturer (herein after referred to as “Bidder”)	
o.	The offer(s) submitted by the bidder shall be valid for a period of 04 months (120 days) from the date of submission.	
p.	<b>Incomplete Bid, conditional Bid &amp; Bid received after the stipulated time shall be rejected.</b>	
q.	Employer reserves the right to reject any one or all of the Bids without assigning any reason thereof.	
r.	In case of any dispute in the award of work or terms & condition of award, the decision of CMD, WAPCOS is final and binding on all the parties.	
s.	Bid Document is non-transferable.	
t.	The Bid Document calls for offers on single point "Sole Bidder" responsibility basis. Order will be placed on the "Sole Bidder" alone (in whose name the bid	

	document has been issued) who will be responsible for all contractual purposes. Further the bidders are advised to ensure that their offer is on single bidder responsibility basis and in total compliance of scope of supply as specified in Bid Document. The bid should be prepared by the "Sole Bidder" and should be submitted through Online mode directly. WAPCOS Ltd. reserve the right to reject offers made by intermediaries' representatives.
u.	JV or Consortium or Association not allowed.

NOTE: Bidders are advised to complete the registration with GeM portal (<https://gem.gov.in>) at least two working days prior to bid submission date. Please note that in accordance with the general conditions of tender, WAPCOS may amend these dates of the tender process at its sole discretion. In case any of the specified dates are declared a public holiday, the deadline shall be the next working date.

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## SECTION-I BIDDER'S ELIGIBILITY CRITERIA

### INTRODUCTION

WAPCOS LTD has been awarded the work of ***“Consultancy Services for Selection of Technical Audit Consultant for Verification of Disbursement Linked Indicator (DLI) Under Himachal Pradesh Road Transformation Program (HPSRTP)”*** by ***Himachal Pradesh Road and Other Infrastructure Development Company Limited (HPRIDC)***. The above work is awarded to WAPCOS with a contract price ***Rs.98,75,000/- (Rupees Ninety Eight Lakh and Seventy Five Thousand Only)*** exclusive of local indirect taxes. Location of Consultancy work is **Himachal Pradesh, India**

### 1.0 GENERAL INFORMATION

WAPCOS Limited invites online tenders at **Government e Marketplace (GeM)** portal <https://gem.gov.in> from the IRDAI registered Insurance companies for Renewal of **(a) Professional Indemnity Policy and (b) Public Liability Non Industrial Policy** for a period of 1(one) year w.e.f. the date of award of contract through e-GeM portal.

### 2.0 QUALIFYING REQUIREMENTS:

The bidder who meets the following Qualifying criteria shall participate in the tender.

### 2.1 GENERAL QUALIFYING CRITERIA:

Sl. No.	Criteria	Documents Required
1.	The Bidder should be IRDAI registered Insurers and should be in General Insurance Business at least for the last three financial years.	i) Receipt of Annual Fee paid to IRDAI for the <b>FY 2023-24/FY 2024-25</b> . ii) Relevant page of the Annual Report indicating operating income from General Insurance Business for last three financial years <b>i.e. 2022-23, 2023-24, &amp; FY 2024-25</b> , duly certified by Authorized Representative of the Bidder.

## SECTION-II INSTRUCTION TO BIDDERS

### 1.0 INTRODUCTION:

- 1.1 Details of the tender may be downloaded from the **GeM portal** <https://gem.gov.in>.

### 2.0 ELIGIBLE BIDDERS:

- 2.1 The bidder shall fulfil the qualifying criteria indicated at Clause 2, Section-I.
- 2.2 The bidder should not been banned /de-listed / black listed / debarred from business by any PSU or Government Department during the last five years ending on the date on which this NIB is issued. **Self-declaration in original on Company's Letter head in this regard to be provided in the Techno-Commercial Bid (Envelope-1) under Form F-4, Section-V (Part-A).**

### 3.0 PREPARATION OF BIDS

Technical Bid and Price Bid to be submitted on-line at <https://gem.gov.in>.

- i) Bidder shall go through the tender document carefully to understand the documents required to be submitted as part of the bid. Bidders shall note the number of covers in which the bid documents have to be submitted, the number of documents – including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- ii) The scope covered by this bid specification shall be executed strictly in accordance with the conditions specified in this Bid document. If any of the aforesaid condition is not clear to the bidder, clarification may be sought from WAPCOS before submission of bids. Bidders are advised to accept all the conditions specified in the Bid document, to facilitate early finalization of bids. Separate set of commercial conditions (such as bidders' standard printed conditions) enclosed with the offer and any reference thereto may render the Bid liable to summarily rejection.
- iii) At any time before the scheduled submission of bid, WAPCOS may, for any reasons, whether at its own initiative or in response to a clarification requested by a prospective Bidder, modify the bidding documents by amendment. The amendment/response to clarification(s), if any, shall be hosted in the GeM Portal for information of all the prospective Bidders and shall be binding on them. WAPCOS may, at its discretion extend the deadline for submission and / or opening of the Bid.
- iv) Bidders should agree to scope of coverage and the conditions of policy and other provisions of the bidding documents.
- v) WAPCOS shall provide additional inputs/information to the bidders on request, which may be necessary for the purpose of bidding.
- vi) The bidder shall bear all costs associated with the preparation and submission of his bid, negotiation discussions etc. in the process of finalization of Contract and the WAPCOS shall in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

**4.0 BID VALIDITY:** The Bid shall remain, valid for a period of 120 (one hundred and twenty) days from the date of opening of Techno-Commercial Bids. In exceptional circumstance, WAPCOS may solicit the Bidder's consent for extension of the bid validity period. When the validity period is extended by the Bidder, the same shall be done without any modification to the Bid by the Bidder.

**5.0 CLARIFICATION ON BID DOCUMENT:**

5.1 A prospective Bidder requiring any clarification of the bidding documents may notify to Tendering Authority (TA) in writing in the GeM Portal only. WAPCOS's response shall be published in the GeM portal <https://gem.gov.in>.

Further, the mere request for clarification from the bidder(s) shall not be a ground for seeking extension in the deadline for submission of bids.

5.2 Any modifications in the Bid documents, shall be made by WAPCOS exclusively through the issue of an Addendum/Corrigendum pursuant to Clause 6.10 of this Section.

**6.0 SUBMISSION OF BIDS:**

6.1 The Bid shall be prepared and submitted online in two parts as stated hereunder. Submission of the bids by any other means shall not be accepted by WAPCOS in any circumstances.

**6.2 Techno-Commercial Bid:** The Techno-Commercial Bid shall comprise of the following Forms indicated under Section-V (Part-A) of the Additional Terms and Conditions. No price-bid related information shall be mentioned in the Technical Bid.

- a) Form F-1: Tender Acceptance Letter.
- b) Form F-2: Undertaking.
- c) Form F-3: Certificate regarding Re-Insurance Support.
- d) Form F-4: Self-Declaration in respect of banning/ de-listing.
- e) Form F-5: Power of Attorney.
- f) Form F-6: Bank Details for e-Payment.
- g) Form F-7: Relevant Documents in support of General Qualifying Criteria.

**6.2.1 All participating bidders has to present confirmed Re-Insurance support of the total risk at the time of submission of technical bid as per Form F-3, Section-V (Part-A). This is a mandatory requirement.**

6.2.2 The above information/ documents as listed under Bidding Forms, Section-V of the Additional Terms and Conditions shall be filled in without exception, subject to extensions thereof in the same format, shall be scanned and uploaded by the bidder on the portal only.

6.2.3 The Bidder shall submit all the above documents, information under Techno-Commercial Bids, duly signed and sealed/stamped on each and every page by the Bidder.

6.2.4 Price Bids of only those Bidders who qualify in Techno-Commercial evaluation shall be opened.

- 6.3 Price Bids: **The Price Bid shall contain the Price Schedule** as stipulated at Section-V (Part-B) of the Additional Terms and Conditions.
- 6.4 The Bid shall comprise of all information and details as per provisions of Bidding documents and Bidders shall furnish all information online such as the bidding Forms F-1, F-2, F-3, F-4, F-5, F-6, F-7(for Techno-Commercial bid) and Price Schedule (for Price bid).
- 6.5 Those bids or documents which are not duly authenticated by way of signatures and official seal of the Bidder shall not be evaluated.**
- 6.6 Any misinformation or un-supported fact, data, information, rates/quotes, terms and conditions leading to delay, complication, failure to placement of risk may result in rejection of bid by WAPCOS.
- 6.7 Bidders shall not contact WAPCOS on any matter relating to their bid after the Bid opening. Any effort by the Bidder to influence WAPCOS in evaluation, comparison or award decision may result in the rejection of their Bid Proposal.
- 6.8 The Bidders cannot withdraw their offer after opening of Bids.
- 6.9 A Bidder shall submit only “1(one) Bid” in the Bidding Process, individually as a Bidder.
- 6.10 Addenda/Corrigenda to the Bid Documents shall be issued prior to the date of opening of the bids to clarify documents or to reflect modification in Contract terms and the same shall be a part of the original tender. All prospective bidders are presumed to have examined all amendments/ corrigenda/ clarifications published on the website and have submitted their bids accordingly.
- 6.11 The Bid shall be signed by a person duly authorized to sign (by the way of Board Resolution, Article/ Memorandum of Association, Power of Attorney etc.) on behalf of the Bidder. Notarized copy of such Authorization shall be submitted along with the Techno-Commercial Bid under Form F-6, Section-V (Part-A) of Additional Terms and Conditions.
- 6.12 WAPCOS reserves the right to itself to postpone and/ or extend the date of receipt or to withdraw the Bid notice, without assigning any reason thereof, entirely at its discretion. In such an event, bidders shall not be entitled to any compensation, in any form whatsoever.
- 6.13 Any addition, deletion or substitution to the bid document by the bidder may render the bid liable for rejection.

## **7.0 PRICE QUOTES:**

- 7.1 The quoted premium shall include Goods & Services Tax as applicable. However, in case of Goods & Services Tax, the tax payable at the time of payment of premium shall be applicable.
- 7.2 The premium quoted must cover all the risks and perils as mentioned in Section-III, Scope of Insurance Coverage. The bidders are required to furnish an Undertaking in the Techno-Commercial Bid (Envelope-1) under Form F-2, Section-V (Part-A), that the quoted premium covers all the risks and perils as mentioned in Section-III, Scope



of Insurance Coverage and the Premium has been calculated as per the relevant guidelines and there has been no undercutting or manipulation of Premium, which will result in loss to WAPCOS in case of any accidents.

### **7.3 Deviation from bid document / additional clauses:**

Bidders shall not take any deviation from the Bid stipulations in any form or quote any additional clause/conditions in their Bids. All bidders are cautioned that the bids containing any deviation or additional clause/conditions shall be rejected. However, if necessary, bidders may submit queries pertaining to Bid document within the prescribed timeline for consideration of the Company during pre-bid stage. The Company shall be the sole judge for accepting any deviation/additional clause proposed by bidders in the form of bid queries and the decision of the Company in this respect shall be final and binding. The deviations/additional clauses if considered acceptable, shall be included in the Detailed Bid Document by issuing addendum/corrigendum. The deviations/additional clauses which are non-acceptable by the Company shall automatically stand withdrawn and all relevant clauses shall prevail and no claim whatsoever in this respect shall be entertained. No bidders should deviate from the provision of tariff as fixed by WAPCOS/IRDAI, while quoting the premium.

## **8.0 EVALUATION OF BIDS:**

8.1 The Purchaser will examine the bids to determine whether they are complete and whether the bids are generally in order and conforms to all the terms, conditions and specifications of the Tender stipulations without any deviations. The Company may waive any minor infirmity or nonconformity or irregularity in a bid, which does not constitute material deviation, provided such waiver does not prejudice or affect the relative ranking of any bidder. A substantially responsive "Bid" is one which conforms to all the terms, conditions, and specifications of the bidding documents, without material deviation or reservation. A material deviation or reservation is one:

- a) which affects in any substantial way the scope, quality, or performance of the Services;
- b) which limits in any substantial way, the WAPCOS's rights or the Bidder's obligations under the Contract; or.
- c) whose rectification would affect unfairly the competitive position of other bidders presenting substantially responsive bids or
- d) which is inconsistent with the bidding documents.

The Company's determination of bid's responsiveness shall be based on the contents of the bid itself, without resorting to any intrinsic /extrinsic evidences. If a Bid is not substantially responsive, it will be rejected by the WAPCOS and may not subsequently be made responsive by the Bidder by correction of the non-conformity.

8.2 Prior to the detailed evaluation, the WAPCOS will determine whether each bid is of acceptable quality, is generally complete and is substantially responsive to the bidding documents. For the purposes of this determination, a substantially responsive bid is one that conforms to all the terms, conditions and specifications of the bidding documents without material deviations, objections, conditionality's or reservations.

8.3 During bid evaluation, the WAPCOS may ask the bidder for clarification of its bid. The request for clarification and the response shall be in writing, and no change in the price or substance of the bid shall be sought, offered or permitted. Reply shall be submitted

by Bidder within a stated reasonable period of time. If Bidder does not provide clarifications of the information requested by the date and time set in the WAPCOS's request for clarification, its Bids may be rejected.

8.4 As the programme for bid evaluation is necessarily short, the Company shall not accept any obligation to request clarifications or substantiating information after bids have been submitted, although the Company at its discretion reserves the right to do this. In consequence, any such inadequacies in data submitted in any bid may adversely affect the ranking of that tender during technical evaluation.

8.5 The In-Built Extensions, add-on covers, terms and conditions shall be provided to WAPCOS without any financial implication to WAPCOS.

## 9.0 AWARD OF CONTRACT

9.1 The Policy will be finalized with the Bidder, whose bid is financially evaluated as the **lowest (L-1)** and has been determined to be responsive in all respect and with adequate Re-Insurer support, wherever required, provided that the Bidder is determined to be qualified to perform the contract satisfactorily. WAPCOS shall be the sole judge in this regard.

9.2 In case two or more bidders are evaluated **lowest (L-1)**, then the award shall be finalized with the L1 bidder generated by **GeM system**.

10.0 **POLICY DOCUMENT:** On release of the premium, the successful bidder shall provide the Insurance Policy to the mail ID: [wapcosinfs4@gmail.com](mailto:wapcosinfs4@gmail.com) within 7(seven) days from the date of assumption of the risk, without any deviation from the bid provisions to the Owner. In case, any deviation is found to be indicated in the Policy document, then the Insurer shall immediately correct the same by issuing an endorsement.

## 11.0 COMPANY'S RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL BIDS:

- i) The Company reserves the right to accept or reject any Bid, and to cancel the Bidding process and reject all Bids, at any time prior to the award of Contract for any justified and genuine grounds.
- ii) The Company requires the Bidders/Insurer under this Contract observe the highest standard of Ethics during the procurement and execution of this Contract. Accordingly, the Company:
  - (a) Will reject the proposal for Award of Work if he determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the Bid, in question.
  - (b) will declare a Bidder ineligible, either indefinitely or for a stated period of time, to be awarded a Contract if he, at any time, determines that the Bidder has engaged in corrupt or fraudulent practices in competing for, or in executing, the Contract.

In pursuance of this policy, the Company defines, for the purpose of these provisions, the terms set forth below as follows:

- a) "Corrupt Practice" means the offering, giving, receiving or soliciting of anything of Value to influence the action of a public official in the procurement process or in contract execution; and
- b) "Fraudulent Practice" means a misrepresentation of facts in order to influence a Procurement process or the execution of a Contract to be detriment of the

Company, and includes collusive practice among Bidders (prior to or after Bid submission) designed to establish Bid prices at artificial non-competitive levels and to deprive the Company of the benefits of free and open competition.

- c) "Collusive Practice" means a scheme or arrangement between two or more bidders, with or without the knowledge of the Company, designed to establish bid price at artificial, non-competitive levels;
- d) "Coercive Practice" means harming or threatening to harm, directly or indirectly, person or their property to influence their participation in the tendering process or affect the execution of a contract.
- e) "Undesirable Practice" means establishing contact with any person connected with or employed by the Company with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Bidding Process; and
- f) "Restrictive Practice" means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of restricting or manipulating a full and fair competition in the Bidding Process.

The documents/information submitted by bidder may be verified by the officials of the Company for its authenticity at any time and the bidder shall provide all facilities/co-operation in this regard. If it is found that any of the documents/information submitted by the bidder is not genuine, the Company shall have full rights to cancel his Bid and terminate the Contract, if awarded.

## 12.0 PROCESS TO BE CONFIDENTIAL

Information relating to the examination, clarification, evaluation, and comparison of Bids, and recommendations for the award of a Contract, shall not be disclosed to Bidders or any other persons officially concerned with such process. Any effort by a Bidder to influence the WAPCOS's processing of Bids or award decisions may result in the rejection of the Bidder's Bid.

- 13.0 The Bidders are requested to furnish the Bank details as per **Form F-6, Section-V (Part-A) of Bidding Forms in the Techno-Commercial Bid (Envelope-1)**, for e-Payment so that payment against their premium bills can be directly deposited into their accounts instead of issuing cheque.

## 14.0 PROCEDURE OF PAYMENT

- (a) 100% Payment of premium shall be released to the successful Insurer in Indian Rupees by WAPCOS.
- (b) If bidder requests for the documents like Work order/Contract Agreement between WAPCOS & Himachal Pradesh Road and Other Infrastructure Development Company Limited (HPRIDC) then we will provide.

### **SECTION-III SCOPE OF INSURANCE COVERAGE**

**The insurance coverage against the risks shall be as follows:**

- (a) Professional liability insurance, with a minimum coverage of twice the amount of the Contract i.e., INR 1,97,50,000/-**
- (b) Third Party liability insurance, with a minimum coverage of Rs.10,00,000/-(Rupees Ten Lakhs Only).**

## SECTION-IV

### CONDITIONS OF INSURANCE POLICY

#### CONDITIONS FOR RENEWAL OF PROFESSIONAL INDEMNITY POLICY AND PUBLIC LIABILITY NON INDUSTRIAL POLICY OF WAPCOS

##### 1.0 INSURER AND THEIR RESPONSIBILITY

- i) It may be clearly understood that the Insurer shall be solely and legally responsible to WAPCOS for effective execution of the Policy including co-ordination with WAPCOS, collection of premium, complete placement of re-insurance Program, issue of policy document and prompt claim settlement etc. The Insurer shall be solely responsible for settlement of all claims, irrespective of any change in the structure (organizational or financial etc.) of any Re-insurer.
- ii) The insurer will promptly raise invoice/demand for insurance premium as per terms and conditions of the policy immediately on receipt of Letter of Intent. Similarly, upon request of additional insurance cover by WAPCOS as per policy conditions, the insurer will raise invoice/demand for insurance premium for additional cover within 1(One) working day from the date of request by WAPCOS. The insurer will issue the premium receipt and the Cover note for the desired coverage immediately on the receipt of the premium from WAPCOS. The original policy document along with soft copy of the policy shall be issued within one week from the date of the assumption of the risk.

The policy document shall clearly indicate various rates, Sum-insured, Scope of coverage, Extensions, Inclusions, Exclusions and terms & conditions in line with bidding documents. Any amendment of the policy documents and/or additional insurance covers shall be confirmed by issuing endorsement within 4 (Four) working days of the receipt of the necessary premium/information from WAPCOS indicating various rates, limit of indemnity/ sum-insured, scope of coverage, extensions, inclusions, exclusions and terms & conditions as applicable.

##### 2.0 OPERATION AND MAINTENANCE OF POLICY

Insurance Policy including Endorsements thereto shall be issued in the name of **WAPCOS Ltd., Gurgaon**. Both soft & hard copy of the policy shall be issued to WAPCOS. The insurance policy being Public Liability Act Insurance Policy of WAPCOS, the **Company Secretary, WAPCOS Ltd., Gurgaon**, shall be responsible for post award operation of the Insurance Policy i.e., lodging the insurance claims, follow-up, review, monitoring and final settlement as per policy conditions. However, claim intimation shall be sent to INFS-IV Division, WAPCOS Ltd., for monitoring purposes.

##### 3.0 PANEL OF SURVEYORS

The Insurer shall furnish the list of Surveyors (along with their Name, Address, Contact Nos. & Experience in the field with No. of Years' experience) whom they propose to depute in the event of occurrence of claim. Surveyors from the agreed list only shall be deputed in consultation with WAPCOS in the event of loss. WAPCOS has the right to review this list, as and when required.

The underwriter shall depute the surveyor without any loss of time immediately on the occurrence of damage without waiting for the detailed report. In the event of delay in deputation of surveyor, WAPCOS may use its discretion in deputing surveyors from the panel of Surveyors. The claims lodged on the basis of surveyor report engaged by WAPCOS, shall be settled by the underwriter in full.

#### 4.0 CHECK LIST

The bidder should submit along with the bid standard checklist of documentation required for early settlement and on-account payment of claims. However, the checklist shall be further finalized keeping in view the availability of various aspects/documents.

#### 5.0 CLAIMS PROCEDURE AND MANAGEMENT

In case of a claim, the insurance company shall immediately depute a surveyor(s) but not later than 48 hours of the receipt of intimation from the insured.

A joint meeting between surveyors, insurance company and WAPCOS will be organized on a date suggested by WAPCOS for discussing the claim matters and the minutes of the said meeting shall be recorded. The insurance company will take a weekly report from the surveyor to ensure the success of the procedure and keep WAPCOS posted and copy of interim as well as final survey report shall be submitted to WAPCOS immediately.

The survey report shall also be submitted for claims where the insurer's liability does not arise but has been reported by WAPCOS.

#### 6.0 ON- ACCOUNT AND FINAL PAYMENT IN RESPECT OF CLAIM UNDER POLICY.

- (a) On A/C payment of 75% – within 6 weeks of submission of all claim papers and subject to admissibility of claim, for claims upto Rs. 0.75 Crore (after deductibles) and within 8 weeks for claims above Rs. 0.75 Crore (after deductibles)
- (b) Balance Payment – within 30 days of submission of all documents.

#### 7.0 GOVERNING LAWS & JURISDICTION

The Insurance Policy shall be governed and interpreted in accordance with the law for the time being in force in the Republic of India and Jurisdiction of courts for dispute resolution shall be appropriate courts of Gurgaon/New Delhi.

**SECTION-V (PART-A)**  
**BIDDING FORMS FOR TECHNO-COMMERCIAL BID**

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**TENDER ACCEPTANCE LETTER**

(To be given on Company Letter Head)

Date :

To,

The Chief Engineer L-II,  
INFS-IV Division,  
WAPCOS LTD,  
2<sup>nd</sup> Floor, Plot No.62,  
Institutional Area, Sector-18, Gurgaon – 122015 (Haryana)  
Phone: **0124-2977225**  
Email: [wapcosinfs4@gmail.com](mailto:wapcosinfs4@gmail.com)

Sub: Acceptance of Terms & Conditions of Tender for Renewal of Professional Indemnity Policy & Public Liability Non Industrial Policy of WAPCOS for a period of 1(one) year w.e.f. date of award of contract through e-GeM portal.

Dear Sir,

- i) I/We hereby certify that I/We have read all the terms and conditions of tender document (including all Annexure(s), Forms, Schedule(s), etc.), which shall be part of the contract and I/We shall abide hereby all Terms & Conditions contained therein.
- ii) The Corrigendum(s) issued from time to time by your department/ organization too has also been taken into consideration, while submitting this acceptance letter.
- iii) I/We hereby unconditionally accept all the Terms and Conditions of above mentioned tender document and corrigendum(s) as applicable.
- iv) In case any provisions of this tender are found violated, then your department/ organization shall without prejudice to any other right or remedy be at liberty to reject my bid.
- v) I/We confirm that our bid shall be valid up to 120 days from the date of opening of techno-commercial bids.
- vi) I/We hereby certify that all the statements made and information supplied in the enclosed Annexures, Forms and additional data etc. furnished herewith are true and correct.
- vii) I/We have furnished all information and details necessary for demonstrating our qualification and have no further prominent information.
- viii) I/We understand that you are not bound to accept the lowest or any bid you may receive.
- ix) I/We certify that comply with the eligibility requirements as per Bid documents.

Date:.....

Place:.....

Signature:.....

Name :.....

Seal :.....



**UNDERTAKING**

This is to confirm that the Premium has been calculated as per the relevant guidelines and there has been no undercutting or manipulation of Premium, which will result in loss to WAPCOS in case of any accidents, and certify that the quoted premium covers all the risks and perils as mentioned in Section-III, Scope of Insurance Coverage of the Additional Terms and Conditions.

It is further certified that the insurer will indemnify and make good all the losses to WAPCOS in the event of short charging of premium not due to the fault of WAPCOS, submitted against the tender for Renewal of Professional Indemnity Policy & Public Liability Non Industrial Policy Act Insurance Policy of WAPCOS for a period of 1(one) year w.e.f. date of award of contract through e-GeM portal.

Date:.....

Place:.....

Signature:.....

Name : .....

Seal : .....

**CERTIFICATE REGARDING RE-INSURANCE SUPPORT****(In original on Company's Letter Head)**

This is to certify that we .....(Name of Insurance Company)..... have obtained adequate re-insurance support against the tender for Renewal of Professional Indemnity Policy Public Liability Non Industrial Policy Act Insurance Policy of WAPCOS for a period of 1(one) year w.e.f. date of award of contract through e-GeM portal.

Date:.....

Place:.....

Signature:.....

Name :.....

Seal :.....

**SELF DECLARATION IN RESPECT OF BANNING/ DE-LISTING**

(In original on Company's Letter Head to be provided as per Clause 2.2 of ITB, Section- II)

We hereby declare that .....(Name of Insurance Company)....., have not been terminated / banned / de-listed / black listed / debarred from business by any PSU or Government Department during the last 5(five) years ending on the date on which this tender for Renewal of Professional Indemnity Policy and Public Liability Non Industrial Policy of WAPCOS for a period of 1(one) year w.e.f. date of award of contract through e-GeM portal.

Date:.....

Place:.....

Signature:.....

Name :.....

Seal :.....

**SECTION-V (PART-A)**

**FORM F-5**

**POWER OF ATTORNEY**

(\*Notarized Power of attorney to be provided in Non-Judicial Stamp Paper of appropriate value in respect of the person signing the bid on behalf of the bidder).

**SECTION –V (PART-A)**

**FORM F-6**

**BANK DETAILS OF BIDDER FOR PREMIUM PAYMENT**

- a) Name of the Bank:
- b) Branch of the Bank:
- c) IFS Code of the Branch:
- d) Account Type:
- e) Account Number:
- f) City/Town:
- g) Fax No. of the Bank:
- h) Telephone No. of contact Officer in the Bank:
- i) GSTIN number of the Bidder:

Date:.....

Place:.....

Signature:.....

Name :.....

Seal :.....

**SECTION – V (PART-A)**  
**FORM F-7**

**RELEVANT DOCUMENTS IN SUPPORT OF GENERAL QUALIFYING CRITERIA**

Bidder has to submit the relevant documents in support of General Qualifying Criteria as stipulated at Clause 2, Section-I, Qualifying Requirement of **Terms and Conditions**.

**SECTION – V (PART-B)****FORM-A: PRICE SCHEDULE FOR**

**(a) PROFESSIONAL INDEMNITY POLICY AND (b) PUBLIC LIABILITY NON INDUSTRIAL POLICY OF WAPCOS FOR A PERIOD OF 1(ONE) YEAR**  
**W.E.F. date of award of contract through e-GeM portal.**

Item Description	Basic Premium (Rs.)	% of GST	Amount of GST (Rs.)	Gross Premium inclusive of GST (Rs.)
(1)	(2)	(3)	(4)	(5) = (2+3+4)
Renewal of Professional Indemnity Policy of WAPCOS for a period of 1(one) year w.e.f. date of award of contract through e-GeM portal.				
Renewal of Public Liability Non Industrial Policy of WAPCOS for a period of 1(one) year w.e.f. date of award of contract through e-GeM portal.				
Total Amount (In Rs.)				

**Note :** Premium shall be as per the relevant guidelines and there should not be any undercutting or manipulation of Premium, which will result in loss to WAPCOS in case of any accidents.