



HAJ COMMITTEE OF INDIA

(Statutory body constituted under the Act of Parliament No.35 of 2002)
Ministry of Minority Affairs, Government of India

Bait-ul-Hujjaj (Haj House), M. R. A. Marg (Palton Road), Mumbai-400001.

HC-03/103/2019/7154

Date: 04.09.2020

TENDER NOTICE

Haj Committee of India invites sealed quotations from reputed Insurance Companies / Agencies for renewal of Standard Fire and Special Perils Policy against Fire, STFI, Earthquake and Terrorist activity in Bait-ul-Hujjaj (Haj House) located at 7-A, M.R.A. Marg (Palton Road), Mumbai-400 001 for a period of one year w.e.f. 01.11.2020 to 31.10.2021.

Sealed quotations must be submitted alongwith a separate demand draft payable in favour of Haj Committee of India at Mumbai for an amount of Rs.5,000/- (Rupees Five Thousand only) towards Tender Fees (Non-Refundable).

Last date for submission of sealed quotation is 30.09.2020 at 05:00 p.m.

Sealed quotation will be opened in the office of Chief Executive Officer, Haj Committee of India on 01.10.2020 at 05:30 p.m. or any other date decided by the Chief Executive Officer. The Tender Documents are available on the official website of Haj Committee of India www.hajcommittee.gov.in.



Chief Executive Officer,
Haj Committee of India,
Haj House, Mumbai.

HAJ COMMITTEE OF INDIA

(Statutory Body of Ministry of Minority Affairs)

Bait-ul-Hujjaj (Haj House), M.R.A. Marg (Palton Road), Mumbai-400001.

TENDER NOTICE / TERMS & CONDITIONS

1. Sealed quotation is invited from reputed Insurance Companies / Agencies for renewal of Standard Fire and Special Perils Policy against Fire, STFI, Earthquake and Terrorist activity for the Haj House Building, located at Bait-ul-Hujjaj (Haj House), 7-A, M.R.A. Marg (Palton Road), Mumbai-400 001 for renewal of Standard Fire and Special Perils Policy No.17090011190100000363 against Fire, STFI, Earthquake and Terrorist activity in the Haj House Building for the period of one year w.e.f. 01.11.2020 to 31.10.2021.
2. The Insurance Companies / Agencies have to submit Tender Fee (Non-refundable) of **Rs.5,000/- (Rupees Five Thousand only)** in the shape of Demand Draft payable in favouring "**HAJ COMMITTEE OF INDIA, MUMBAI**" alongwith Technical Bid. No bid shall be entertained without Non-refundable Tender Fee.
3. Further details, if any required, can be obtained from the Superintendent / Incharge (Haj House Section), Ground Floor in office of Haj Committee of India, Bait-ul-Hujjaj (Haj House), 7-A, M.R.A. Marg (Palton Road), Mumbai.
4. The interested Insurance Companies / Agencies are requested to submit their Sealed Quotation in Haj House Section of Haj Committee of India on or before 30.09.2020 at 05:00 p.m.
5. The Quotation comprises of two parts viz. Envelope No.1 & Envelope No.2. Both the Envelopes are to submitted at the same time:-
 - a. **Envelope No.1** shall contain the Technical Bid with the following related documents i.e.
 - i. Company Profile,
 - ii. Establishment Registration Certificate,
 - iii. Copy of PAN Card,
 - iv. GST Number Certificate
 - v. Copy of the clients lists, whom the vender had Insure the Standard Fire and Special Perils Policy against Fire, STFI, Earthquake and Terrorist ac.
 - vi. Tender Fees through Demand Draft for an amount of Rs.5,000/- (Non-Refundable).
 - vii. Copy of registration certificate / license issued by IRDA indicating bidder is a registered entity as Non-Life Insurer and has licence to carry out Insurance business in India under Non-Life Insurance Sector.
 - viii. All the Technical bid documents shall be submitted with proper seal and signature of the concerned authority.
 - b. **Envelope No.2** shall contain Commercial Bid i.e. Quoted rates in lumsum for renewal of Standard Fire and Special Perils Policy against Fire, STFI, Earthquake and Terrorist activity in the Haj House Building for a period of one year w.e.f. 01.11.2020 to 31.10.2021
6. The sealed Quotation should be submitted on the enclosed form with the endorsement of Company Name Seal & Signature of the proprietor & Specification, as per Tender Notice and its Terms & Conditions.



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7. Introduction of Haj House Building:

Haj Committee of India is a statutory body constituted under the Act of Parliament No.35 of 2002, working under the administrative control of Ministry of Minority Affairs, Govt. of India, New Delhi and is associated with arrangements for Indian Haj Pilgrims at Haj House Building, before they proceed to Saudi Arabia and on their return to India. Haj Committee of India is entirely financed by contributions made by pilgrims annually. It is, therefore, not a commercial / profit making entity. Moreover this office is a services oriented organization working for Noble Cause of Haj Pilgrims. In respect of its property of "Haj House Building", located at 7-A, M.R.A. Marg (Palton Road), Mumbai-400 001 the same is used as Haj Committee of India Office including a Mosque and transit accommodation for Haj Pilgrims during peak Haj season that too free of cost.

8. The covering of the following equipment's of Haj House Building & Premises under :-

All Civil Structures including Plinth & Foundation, Compound Walls, Fencings, Security Cabin, Civil Work, including Basement Platform, Parking Lot, Security Shed, DG Room, Common Areas, Glass Doors, Admin Block, Office of the insured, Sanitary & Electrical Fitting, Water Tank underground & Overhead, Internal Road, Drainage System & All such Civil Works, Flooring, Paint, Water Pump / Motors, Lifts, Electrical Fittings including underground Cables & Cables above the Ground, Furniture's, Office equipment's like Computer, Printer, Xerox Machine, CCTV System, Air Conditioners, Electronic Equipment's, Firefighting Equipment's, Canteen etc. for the period of one year w.e.f. 01.11.2020 to 31.10.2021.

9. The valuation of property of Haj House Building to be provided insurance cover under Standard Fire and Special Perils Policy against Fire, STFI, Earthquake and Terrorist in the Haj House Building for the period of one year w.e.f. 01.11.2020 to 31.10.2021 with detail as under:-

- a. Haj House Building known as Haj House is a Ground Floor plus 18 storied RCC Building having Basement, Ground floor, Mezzanine, First floor, Mezzanine between First and Second floor and 16 floors from second floor onwards, with two Halls with podium in front.
- b. Haj House Building is used a transit point for Haj Pilgrims, they are guided as to the various procedures to be followed and travel arrangements are made so that the pilgrims have a peaceful Haj.
- c. Haj House Building was completed in the year 1984, it is almost 34 years old therefore a depreciation of 35% is applicable.
- d. The Total built-up area is 13,847 sq.mt. as per ready reckoner Rate of Rs.2,33,400/- per sq.mt. is the rate for residential property No.C.S. No.1497 in Zone 2/24 of Fort Division. Therefore, they feel a Fair Value of the property is (i.e. 13,847/- sq.mt. X 2,33,400/- X 0.65 = Rs.2,10,07,28,370/- (Rupees Two Hundred Ten Crores Seven Lakhs Twenty Eight Thousand Three Hundred Seventy only).
- e. Haj House Building Insurance is necessary to cover up against Fire & other Natural Calamities. For this purpose, we have obtained the prevailing rates of market pertaining to Haj House Building. Its comes to about Rs.2,10,07,28,370/- (Rupees Two Hundred Ten Crores Seven Lakhs Twenty Eight Thousand Three Hundred Seventy only).



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- f. For Insurance purpose the building may be valued at Rs.5000 per sq.ft. or Rs.53,820/- per sq.mt. The cost of building only for Insurance purpose is = 13,847 sq.mt. X 53,820 = Rs.74,52,45,540/- (Rupees Seventy Four Crores Fifty Two Lakhs Forty Five Thousand Five Hundred Forty only).
- g. The rates should be inclusive of all taxes.
- h. The Insurance Company / Agency, who will quote the lowest bid will be the successful bidder.
- i. The Insurance Company / Agency should be registered by Government of India. The bidder must be registered with India Insurer in accordance with the Insurance Act and approved by IRDA (Insurance Regulatory & Development Authority) as Non-Life Insurer and should have licence to carry out Insurance Business in India under Non-Life Insurance Sector.
- j. The bidder shall submit copies of insurance policies clearly indicating the sum insured and the risks covered.
- k. TDS, as per Income Tax Rules shall be deducted from the bills preferred for payment, PAN card is essential for each bidder.
- l. The Selected Insurance Company / Agency has to provide Standard Fire and Special Perils Policy against Fire, STFI, Earthquake and Terrorist in the Haj House Building for the period of one year w.e.f. 01.11.2020 to 31.10.2021, after issue of Work Order and execution of an agreement between Haj Committee of India and Selected Insurance Agency.
- m. Strict adherence to cover the Haj House Building for the period of one year w.e.f. 01.11.2020 to 31.10.2021, under the quoted rate should be maintained. In case of default of the supplied materials, Haj Committee of India, Mumbai has every right to cancel the Work order and forfeit the amount and also free to take necessary steps of the recovery of losses occurred thereby.
- n. In case of default of fulfilling the Terms & conditions of the Tender. Haj Committee of India has every rights to reject or entertain any quotation and black list the defaulting one.

The Haj Committee of India reserves the right to accept / reject any quotation or all quotations without assigning any reason thereof.




Chief Executive Officer,
Haj Committee of India,
Haj House, Mumbai.