

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), 7-A, M.R.A. Marg (Palton Road), Mumbai-400 001

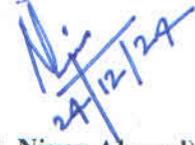
Date: 24.12.2024

TENDER NOTICE

Haj Committee of India invites sealed tenders in two-bid system (viz. technical bid and financial bid) from IRDAI-approved reputed insurance companies/agencies for the renewal of the Standard Fire and Special Perils Policy, covering risks such as Fire, STFI (Storm, Tempest, Flood, and Inundation), Earthquake, and Terrorist Activities for Bait-ul-Hujjaj (Haj House), 7-A, M.R.A. Marg (Palton Road), Mumbai - 400 001. The policy period will be one year, from 01 January 2025 to 31 December 2025.

The tender documents are available on the official website of the Haj Committee of India at <https://www.hajcommittee.gov.in/>. Sealed tenders must be submitted in the designated tender box at the Haj Committee of India **latest by 4:00 PM on December 27, 2024**. The technical bids shall be opened at **4:30 PM** on the same day in the office of the Chief Executive Officer, Haj Committee of India in the presence of bidders or their authorized representatives.

The bidders who submitted tenders in response of Tender Notice dated December 12, 2024 need to submit fresh tenders.



(Mohd. Niyaz Ahmad)
Deputy CEO (Operations)

HAJ COMMITTEE OF INDIA

(Statutory body of Ministry of Minority Affairs)
HAJ HOUSE, 7-A, M.R.A. MARG, (PALTON ROAD), MUMBAI - 400 001.

TENDER NOTICE/TERMS & CONDITIONS

1. The interested Insurance Companies/Agencies are requested to submit their Sealed Quotation in Haj House Section of Haj Committee of India on or before 27.12.2024 at 4:00pm.

2. 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 client lists of minimum last 03 years whom the vendor had provided insurance for Standard Fire and Special Perils Policy against Fire, STFI, Earthquake and Terrorist acts. The Bidder should submit certified copies of the work order and completion certificate.
 - vi. Copy of registration certificate/license issued by IRDAI indicating that bidder is a entity registered as General Insurer and has licence to carry out Insurance business in India under Non-Life Insurance Sector.
 - ix. The company/Agency should be ISO certified.
 - x. All the Technical bid documents shall be submitted with proper seal and signature of the concerned authority.
 - ix. The Bidder should have filed income tax return for the last 03 financial years.
 - x. All the pages of tender should be signed by the owner of the Company/Agency or his authorized signatory. In case the tender is signed by the authorized signatory, a copy of the power of attorney / authorization/ board resolution with date may be enclosed alongwith the technical bid. A copy of the terms and condition with signature of each page must be submitted with the technical bid as token of unqualified acceptance of terms and condition.
- b. Envelop No.2 shall contain commercial Bid & 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. 01.01.2025 to 31.12.2025.

3. 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.

4. Further details, if any required, can be obtained from the /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.

5. 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.

Cont...3

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

All Civil Structures including Paint & Foundation, Compound Walls, Fencings, Security Cabin, Civil Work, including Basement Platform, Parking Lot, Security Shed, Common Areas, Glass Doors, 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, Fire fighting Equipment's, etc. for the period of one year w.e.f. 01.01.2025 to 31.12.2025.

7. **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. 01.01.2025 to 31.12.2025 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 40 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 sqmt. 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 (ie. 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).

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 who will quote the lowest bid will be the successful bidder.

i. The contract would be signed for the period of One year from the date of the execution of the said policy.

j. The Insurance Company should be registered by Government of India. The bidder must be registered in India in accordance with the Insurance Act and licensed/registered by IRDA (Insurance Regulatory & Development Authority) as General Insurer and should have licence to carry out Insurance Business in India under Non-Life Insurance Sector for the period of the policy. The bidder shall submit copies of insurance policies clearly indicating the sum insured and the risks covered.

k. Insolvency Ratio: (Only for Insurance Company)

The Bidder shall provide its latest audited financial statements, including the calculation of its insolvency ratio. The insolvency ratio should be calculated as per the guidelines issued by the IRDA. The Bidder shall ensure that its insolvency ratio meets the minimum regulatory requirements.

l. TDS, as per Income Tax Rules shall be deducted from the bills preferred for payment, PAN card is essential for each bidder.

m. The Selected Insurance Company 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. 01.11.2024 to 31.10.2025, after issue of Work Order and execution of an agreement between Haj Committee of India and Selected Insurance Agency.

Cont...4

n. Strict adherence to cover the Haj House Building for the period of one year w.e.f. 01.01.2025 to 31.12.2025, under the quoted rate should be maintained.

o. In case of default of fulfilling the Terms & conditions of the Tender. Haj Committee of India has every right 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.



(Mohd. Niyaz Ahmad)
Deputy CEO (Operations)