Mormugao Port Trust (MPT)
(Finance Department)


NOTICE INVITING TENDER

Mormugao port Trust (MPT) invites sealed Price Bid from eligible insurers, who meet the qualification requirements for the Insurance coverage for its Port Package Policy for the F.Y 2019-20 commencing form 10/04/2019 as stated in the Invitation to Bid.

<table>
<thead>
<tr>
<th>Tender Paper Download</th>
<th>From 27/03/2019 (16:00Hrs.)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Receipt of Queries</td>
<td>Upto 28/03/2019</td>
</tr>
<tr>
<td>Clarification of Queries</td>
<td>By 29/03/2019</td>
</tr>
<tr>
<td>Price Bid Submission Date &amp; Time</td>
<td>03.04.2019 (12:00 Hrs.)</td>
</tr>
<tr>
<td>Tender Opening Date &amp; Time</td>
<td>03.04.2019 (12:30 Hrs)</td>
</tr>
</tbody>
</table>

For details of the tender documents, terms & conditions etc. please visit / refer the website as www.mptgoa.gov.in

Sd/-

Financial Advisor & Chief Accounts Officer

Mormugao Port Trust
NOTICE INVITING TENDER

To,

The Prospective Bidders

Dear Sir/Madam,

A. Mormugao port Trust, hereinafter to be referred as MPT, invites bids from eligible Bidders in a sealed price bid cover strictly for the sum insured, deductibles and risks profiles in accordance with the Annexures – “A” (Price Bid Document) enclosed herewith for providing insurance requirements for the Port package Policy from Insurance Companies working in public sector (under guidance of Insurance Regulatory and Development authority, Govt. of India.).

1. The New India Assurance Co Ltd
   87 M G Marg, Fort, Mumbai 400 001

2. The Oriental Insurance Co Ltd
   2/2A, Universal Building, Asaf Ali Road, Daryagang, New Delhi - 110 006

3. United India Insurance Co Ltd
   24 Whites Road, Chennai 600 016

4. The National Insurance Co Ltd
   3, Middleton Street, Park Street Area, Kolkata 700 071

B. The brief details of the tender are as under:

- Any Bidder, who wishes to quote against this tender, may download the complete bidding document along with its amendment(s) if any from the website www.mptgoa.gov.in and submit their Bid complete in all respect as per terms & conditions of Tender Document on or before the due date of bid submission.

- Bidders are advised to submit their quotation in accordance with the Annexure-A (Price Bid Document) & strictly as per the terms and conditions of the tender document attached to it so as to reach us at the following address in a sealed and stamped cover latest by 12:00 P.M. on 3\textsuperscript{rd} April, 2019.

- The quotation should clearly indicate the total cost of premium for all the risks and sum insured under various sections after considering all discounts and rebates under the policy.

- Deviations / exceptions shall be mentioned separately. To accept or reject the offer / quote of any / all of the Bidder agency/ies shall be at the sole and absolute discretion of MPT without assigning any reason/s.

- The contract of insurance shall be governed between you and MPT and incapacity / inability in any manner of the re-insurer/s for whatever reason/s to indemnify against any claim/s under the policy, shall not be a ground for repudiation or inadmissibility of any claim/s by the Insurer.

- We request you to prepare your quote in accordance with the Price Bid Document and the terms and conditions and submit your sealed offer with necessary undertakings and declarations so as to reach us before 12:00 P.M. on 3\textsuperscript{rd} April, 2019 positively.
The late Offers / Quotes received after the deadline will not be entertained.

MPT reserves the right to summarily reject the tender of the bidders deviating from the terms requested in the NIT.

MPT reserves the right to reject any or all the bids received at its discretion without assigning any reason whatsoever.

For & on behalf of
Financial Advisor & Chief Accounts Officer
Mormugao Port Trust
Administrative Office, Finance Department,
Headland Sada, Mormugao,
Goa – 403 804
Tel: 0832-2521130

E-mail: facao@mptgoa.gov.in
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Mormugao Port Trust (MPT)

(Finance Department)


General Terms & Conditions

for

"Insurance Coverage for Port Package Insurance Policy of Mormugao Port Trust. for the F.Y 2019-20

NIT No.-FA/B&C/2018/2
Mormugao Port Trust (MPT)


Brief History:

Mormugao Port, one of the oldest ports on the west coast of India, with a fine natural harbour, has been relentlessly serving the nation in its economic development for over a century. The port was commissioned in 1885 and is one amongst the 12 major ports of the country. The port is mainly an iron ore port and handling largest quantum of ore exports amongst all the Indian Ports. Though ore is the predominant cargo, there has been a steady increase in liquid bulk and general cargo traffic ever since its joining the ranks of the Major Ports of India. Excellent facilities, high productivity, streamlined administration and a dedicated workforce all go towards making this Port one of the most efficient Port in the Indian subcontinents.

It is an open type harbour protected by a breakwater and a mole built from the outer end of the breakwater and running parallel to the quay.

Please strictly comply with the parameters of Price Bid and also the modalities for submission of quotation as enumerated below:

INSTRUCTIONS TO BIDDERS

Bids are invited from Insurance Companies working under Public Sector under guidance of Insurance Regulatory and Development Authority, Govt. of India for Insurance Coverage for Port Package Insurance Policy of Mormugao Port trust (MPT).

Format of Price Bid:

You are requested to refer to price bid format in Annexure “A” for the detailed coverage and Sum Insured

1. MPT reserves all rights to reject any price bid without citing any reasons even if the insurance company qualifies in Technical bid.

2. The Sum Insured as indicated in the schedules are on Provisional Basis and may be subject to changes at the time of placement of business. Such upward or downward revision of Sum Insured, if any, should not have any impact on premium rate(s) quoted by underwriters and change of Sum Insured should be accepted on pro-rata premium adjustment basis. Terrorism cover is also required for Mormugao Port.

3. Details of each insurance cover required with respective Sum Insured (SI) under Port Package Policy are detailed in Annexure “A” attached with NIT and the total SI for all policies (Port Package) has been stated in the Format of Price Bid. The Price Bid should be on gross basis. The Service Tax should be shown separately. This would be signed by authorized signatory of Insurance Company and should be contained in a separate sealed envelope super scribing “Price Bid for MPT Port Package Insurance Policy 2019/20”.

4. The Bidders must take all responsibility of submitting the Bids within the prescribed Bid Submission Date & manner.

5. The Port will not accept as valid reason or be responsible for any postal delay or non-receipt/non-delivery of the Bids.

6. Please note that premium quotations for all the insurances sought herein will be aggregated to a single figure for the purpose of comparison / evaluation of final quotation and placement / recommendations/
decisions. MPT reserves the right to disqualify any bidders for any deviation from standard practice / norms and terms / conditions prescribed/stipulated in the bid parameters. The 'Format of Price Bid' should strictly comply with the terms as specified in the respective Schedule(s).

7. Quotes received after scheduled date and time will not be considered and will be rejected. The quotes will be evaluated and sent to Client with placement recommendation.

GENERAL BIDDING GUIDELINES

A. Requests for Clarifications:

1. If the Bidder has any doubt as to the meaning or intent of any sections hereof or requires additional information, the Bidder may request such information or clarification from the Port.

2. The Port, at its discretion may make responses, which it believes to be of significance to all Bidders, available to all Bidders.

3. The queries are to be mailed to facao@mptgoa.gov.in & a copy of the same is to be mailed. For Global Insurance brokers: jyoti.walawalkar@globalinsurance.co.in

4. It will be the responsibility of the insurer to adhere to the above stated requirement. Neither the Port nor the Broker will be liable for any non-reply of queries if the above provision is not adhered. Should the accumulation of changes to the Price Bid Documents necessitate an extension to the Bid Submission Date, the Port may extend such date.

5. All changes to the Price Bid Documents including any extension to the Bid Submission Date will be made formally by issuance of an amendment to the request for proposals. All Bidders must acknowledge receipt of all Amendments issued against the request for proposals when the Amendment is received, and additionally, Bidders must confirm that all Amendments have been incorporated in the preparation of their Bid. It is the responsibility of the bidder to visit the website of MPT to confirm of any amendments.

B. Amendments issued to this NIT:

1. The Port reserves the right to issue any Amendments to the Price Bid Document without assigning any reason thereto. The Amendment(s) will be notified to all prospective Bidders through e-mail and such Amendment(s) will be binding on them. Bidders must acknowledge receipt of each Amendment(s) by e-mail, in writing, by registered mail, air courier or facsimile, with specific reference to the title and date of issuance of the relevant Amendment.

2. In response to such Amendments, if the Bidder has already submitted its Bid prior to issue of such Amendments/corrigenda, either they shall submit their addendum Bid, only responding to this Amendment(s) marked on the envelope as “Addendum Bid” or they shall be free to re-submit a fresh Bid marked on the envelope as “Amended Bid” and the original Bid submitted by such Bidder shall be destroyed in presence of the Bidder on the bid opening date.

3. At any time prior to the deadline of submission of Bids, the Port may, for any reason, whether at its own initiatives or in response to a clarification by a prospective Bidder, modify the Price Bid Documents through Amendment(s). The Port, at its discretion may make responses, which it believes to be of significance to all Bidders, available to all Bidders.
4. All changes to the Price Bid Documents including any extension to the Bid Submission Date will be made formally by issuance of an amendment to the request for proposals. All Bidders must acknowledge receipt of all Amendments issued against the request for proposals when the Amendment is received, and additionally, Bidders must confirm that all Amendments have been incorporated in the preparation of their Bid.

C. Corrections & Erases:

No erases or over writings are permissible. All the alterations, omissions, additions or any other amendments made in the Bid shall be initialled by the person(s) signing the Bid.

D. Insurance Broker:

We have appointed Global Insurance Brokers as our sole and exclusive brokers for all our insurance policies. The brokerage to be paid to Global Insurance Brokers Pvt. Ltd. is 1% of the base insurance annual premium subject to a maximum of Rs.5,000. The insurance premium quoted should be inclusive of the brokerage payable to Global Insurance Brokers.

E. SETTLEMENT/PAYMENT OF CLAIM:

All claims under the scheme shall be settled by the Insurance Company (successful bidder) within the 15 (Fifteen) days from submission of claim documents.

Provision of “On Account Payment for admitted claim” has to be kept for all the policies and must be released not later than 30 days of first survey/ establishment of admissibility of claim/ mutually agreeable condition.

For all practical purposes all claim related document submission will happen at Vasco in the state of Goa only.

F. DEPUTATION OF SURVEYERS:

To facilitate early survey/assessment of the loss/damage in case of any claim, the bidders will have to depute the surveyor at the site of loss/damage within 72 hours from the time of intimation by the Board about the claim.

The bidders also need to submit a list of empanelled surveyors for the respective line of business.

PREPARATION OF THE BID

A. LANGUAGE OF BID:

The bid prepared by the Bidder and all correspondence/documents relating to the bid exchanged by the Bidder and MPT shall be written in English language alone.

B. VALIDITY OF BID:

Bidders' should specify the validity period of their offer which should be valid for a minimum period of 30 (Thirty) days from the date of opening of the Price Bid. The offer which are not kept valid for at least 30 days from the date of opening the Price Bid will be rejected outright.
C. ONE BID PER BIDDER
A Firm/Bidder shall submit only 'one Bid' in the same Bidding Process individually as a Bidder. A Bidder who submits or participates in more than 'one Bid' will cause all the bid to be disqualified.

D. ADDITIONAL INFORMATION TO BE FURNISHED:

a) The Bidders should be a Public Sector Insurance Company registered under the Companies Act, 1956/2013.

b) The Insurance Companies should have licensed by Insurance Regulatory Development Authority to operate General Insurance Business in India and should have completed 3 fiscal years.

c) The company should be in business for more than three (3) years (IRDA License copies to be produced).

d) The bidder should have registration with GST Authority.

e) The Insurance Companies should have the following Registration Certificate and other documents/certificates & shall upload copies of them along with the Bids:

i) IRDA Registration Certificate

ii) Balance Sheet and Profit and Loss Accounts, audited and certified by a Chartered Accountant for the last three years i.e. 2015-16, 2016-17 & 2017-18.

iii) GST Registration Certificate

iv) Professional Tax Registration Certificate

v) Copy of the Pan Card

vi) Solvency Margin

vii) Claims settled ratio – kindly specify the claims settled ratio for the last 3 years

viii) Credit Rating

E. Extension of Bid Submission / Bid Opening Date:

The Port may, at its sole discretion, decide to extend the Bid submission date and / or Bid opening date. In such a case, all rights and obligations of the Port and that of Bidders previously subject to the Bid opening date will thereafter be subject to the new Bid opening date.

F. Rejection of Bids:

Any Bid received by the Port after the expiry of the Date of submission of Bids will be rejected outright and returned to the Bidder. Bids not containing all the information sought will be rejected.

G. MPT's Right to Accept any Bid and to Reject any or All Bids:

MPT reserves the right to accept or reject any Bid or to annul the bidding process and reject all Bids at any time prior to contract award, without assigning any reasons thereof and the Port shall not entertain any claim whatsoever on this account. The Bidder shall have no claim on the Port in case his Bid is rejected, or
the bidding process is annulled.

H. Bidding Cost:

The Bidder shall bear all costs and expenses associated with the preparation and submission of its Bid and the Port shall under no circumstances be responsible or liable for any such costs regardless of, without limitation, the conduct or outcome of the bidding, evaluation and selection process.

I. Bid Clarifications:

During the Bid evaluation, the Port may, at its discretion, ask the Bidder for clarifications on its Bid. Based on the Port's evaluation, and at the Port's sole discretion, Bidders may be given an opportunity to clarify their Bids in all respects to achieve compliance with the Commercial Contract and Technical Specifications. Bid clarifications shall be made in writing and addressed to the Port.

J. Extension of Price Bid Validity Period:

In exceptional circumstances, the Port may request all the Bidders to consent to an extension of the period of validity of their respective Price Bid. The request and the response thereto will be made in writing. Extension of validity period by the Bidder must be unconditional.

K. Final Evaluation:

Final evaluation will be based on premium quoted, suitability of cover & deviations.

L. Underwriting Information:

1. Insurance Slip – as attached
2. Risk Survey Report – as attached
3. Asset Breakdown – as attached
4. Layout Plan – as attached
5. The loss limits to be considered will be Rs. 130 crores for property damage and business interruption, Rs. 15 crores for terminal operator’s liability and Rs.10 crores for Removal of Wreck/Debris.
6. The annual revenue of MPT for 2019-20 is estimated as Rs. 410 crores.

M. BID CURRENCIES

Bidders must submit bid in Indian Rupees only.

N. AUTHENTICITY OF THE DOCUMENTS:

Every page of tender document along with enclosure must be signed & stamped by the bidder.

O. JURISDICTION OF THE COURT:

In case of any legal dispute arising out of this tender/ contract, the jurisdiction shall be the Courts at Goa only.
BID OPENING & EVALUATION

The Prices are to be filled strictly in the format provided in the Annexure-A of the Tender documents. MPT shall not be responsible for any failure on the part of the bidder to follow the instructions.

If quoted in separate typed sheets and any variation in item description, unit or quantity is noticed; the Bid is liable to be rejected.

Prices quoted by the Bidder, shall remain firm and fixed and valid until completion of the Contract and will not be subject to variation on any account.

Quoted prices should be inclusive of all taxes and duties, except GST (CGST & SGST or IGST or UTGST).

Price Part will be evaluated based on the rates offered by the bidders and accordingly the L-1 rate will be ascertained.

ALLOTMENT OF THE CONTRACT

A. ALLOTMENT OF THE WORK:

MPT will award the Contract to the successful bidder whose Bid has been determined to be substantially responsive and has been determined as the lowest (L-1) provided that bidder, is determined to be qualified to satisfactorily perform the Contract.

L1 bidder on the basis of overall premium quoted for all line of policies under this NIT taken together.

B. CONTRACT PERIOD:

The Contract Period will be for 1 (one) year. The MPT will have the authority to terminate the contract of successful bidder and allot the same to any other willing valid bidder in case of unsatisfactory performance of the successful bidder. Further, contract shall be prematurely terminated in case of change of system/ change in organizational policies.

C. EXECUTION OF THE WORKS NOT COVERED IN THE INSURANCE CONTRACT:

Any other work not covered under this scope of tender document may be assigned to successful bidder with mutually agreed terms & condition.

D. TERMINATION OF CONTRACT:

MPT reserves the right to cancel the contract placed on the bidder if:

i. The bidder commits breach of any of the terms and conditions.
ii. The bidder goes into liquidation voluntarily or otherwise.
iii. The service is found unsatisfactory.

For any Queries pertaining to insurance cover/ clauses/ terms and conditions/ warranties applicable for the policies mentioned in the said NIT, please contact our Mandated Insurance Broker/ Consultant:
Mrs. Jyoti Walawalkar,
Vice President,
Global Insurance Brokers Pvt. Ltd.
Corporate/Registered Office - One Forbes, 5th Floor, Dr. V B Gandhi Marg, Kala Ghoda, Fort, Mumbai-400001, India.
t +912261845646 | f +912261845632 | m +917045040230
e-mail: jyoti.walawalkar@globalinsurance.co.in

***************
**ANNEXURE- “A”**

*(Should be submitted on Bidder’s Letter Head.)*

**PRICE BID FORMAT**

The Participating Insurance Companies need to submit their best competitive terms in the following format.

<table>
<thead>
<tr>
<th>Section</th>
<th>Risk covered</th>
<th>Sum Insured</th>
<th>Combined Single Limit</th>
<th>Deductible</th>
<th>100% Gross Premium</th>
<th>Deviations If any</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Section A</strong></td>
<td><strong>Property Damage</strong></td>
<td>INR 90,200,000,000</td>
<td>Section A and B INR 1,300,000,000</td>
<td>5% of the claim amount subject to a minimum of INR 1,000,000 each &amp; every claim.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>10% of the claim amount subject to a minimum of INR 1,000,000 each &amp; every claim in respect to impact damage to Berth including Act of God Perils.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td>Re-Dredging cover: INR 2,500,000 each and every loss.</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total-Section A</strong></td>
<td></td>
<td>INR 90,200,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Section B</strong></td>
<td><strong>Business Interruption-Maximum Indemnity period 3 months</strong></td>
<td>INR 4,100,000,000</td>
<td></td>
<td>14 days of each and every claim</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total-Section B</strong></td>
<td></td>
<td>INR 4,100,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Section C</strong></td>
<td><strong>Third Party Liability</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Port &amp; Terminals operators Liability</strong></td>
<td>INR 150,000,000</td>
<td></td>
<td>INR 1,000,000 any one accident or occurrence</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>Removal of Wreck/ Debris</strong></td>
<td>INR 100,000,000</td>
<td></td>
<td>INR 1,000,000 any one accident or occurrence</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total-Section C</strong></td>
<td></td>
<td>INR 250,000,000</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Section D</td>
<td>Terrorism</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
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<tr>
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<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Property &amp; Business Interruption combined</td>
<td>INR 1,300,000,000</td>
<td>INR 2,500,000</td>
<td></td>
<td></td>
<td></td>
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<td>Third Party Liability</td>
<td>INR 250,000,000</td>
<td>3 Days</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td><strong>Total - Section D</strong></td>
<td><strong>INR 1,550,000,000</strong></td>
<td></td>
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<td></td>
<td></td>
<td></td>
</tr>
</tbody>
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100% Gross Premium for all Sections (A+B+C+D)

Thanking you,

For & on behalf of
(Name of the Insurance Company)

(Sign & seal of Authorized signatory)
ANNEXURE - “B”

(Should be submitted on Bidder’s Letter Head.)

BID COVERING LETTER

To,
The Financial Advisor and Chief Accounts Officer
Mormugao Port Trust
Administrative Office, Headland Sada,
Goa – 403 804

Sub: - Offer for Insurance Package All Risks cover under Port Package Policy for 12 Months from 10th April 2018

Dear Sir,

In response to your expression of interest and Price Bid Document received by us, we are pleased to quote for a comprehensive all risks cover under Port Package Policy for your company.

We submit our quote as per the terms & conditions of the Price Bid Document. We agree to all the terms & conditions of the all risks Port Package Policy contained in the Price Bid Document. We agree and confirm to issue to you a comprehensive Port Package Insurance Policy as per the Price Bid Document against any and every risk for whatever reason other than the limited exclusions specified by you in the Price Bid Document and accepted by us unconditionally for the deductibles, time excess and limited to the sum insured mentioned hereinbelow:

<table>
<thead>
<tr>
<th>Section</th>
<th>Risk covered</th>
<th>Sum Insured</th>
<th>Combined Single Limit</th>
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<td>INR 4,100,000,000</td>
<td>14 days of each and every claim</td>
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<td>-----------</td>
<td>----------------------------------------------------------</td>
<td>-------------------</td>
<td>--------------------------------</td>
<td></td>
</tr>
<tr>
<td>Total-Section B</td>
<td></td>
<td>INR 4,100,000,000</td>
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</tr>
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<tr>
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<td>INR 250,000,000</td>
<td>3 Days</td>
<td></td>
</tr>
<tr>
<td>Total- Section D</td>
<td>INR 1,550,000,000</td>
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<td></td>
</tr>
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In addition to the above, we hereby confirm:

1. The value/s of the properties of the insured stated in the Price Bid Document are provisional and therefore we agree to the premium cost subject to variation on the final value to be determined by your Company for the respective properties offered for coverage of insurance.

2. The terms quoted by us are as per the RFQ Quote slip. Copy of the same duly stamped and signed is enclosed to this letter.

3. We have agreed to all the terms & conditions of the Price Bid Document.

4. We shall submit the original Reinsurance slip for Verification.
We look forward to serving you to our best against risks as per your Price Bid Document at our competitive Premium cost.

Thanking you,

For & on behalf of

(Name of the Insurance Company)

(Sign & seal of Authorized signatory)