



Saptagiri Grameena Bank
(Public Sector RRB : Sponsored by Indian Bank)

సప్తగిరి గ్రామీణ బ్యాంక్
(ప్రభుత్వ రంగ సంస్థ : ఇండియన్ బ్యాంక్ వే ప్రాయోజితం)

सप्तगिरि ग्रामीण बैंक
(सार्वजनिक क्षेत्र आरआरबी : इंडियन बैंक द्वारा प्रायोजित)

Date: 01st March 2024.

NOTICE INVITING TENDER (NIT) FOR ASSET INSURANCE POLICIES.

Sealed tenders are invited for the above mentioned purpose from Public sector insurance companies in two bid system.

1	Purpose of the Tender	Asset Insurance Policies – Insurance of banks fixed asset policy for its branches , Offices , Department , ATM's etc., situated in various locations in Andhra Pradesh State from 00.00 hours of 01-04-2024 to 24.00 hours of 31-03-2025
2	Tender Details:	For details of RFQ, terms and conditions and other Information and queries pertaining to the policy, please collect the detailed Tender Documents from Mr. DSVR Kishore Patnaik, Chief Manager, Saptagiri Grameena Bank / Mr. Vineeth Singh, Vice President, M/s Anand Rathi Insurance Brokers Ltd.
3	Time and last date of Submission of Tender	Up to 2.00 p.m. on 26.03.2024.
4	Place & Address for submission of tender / contact person / telephone no:	General Manager Saptagiri Grameena Bank, Head Office, #19/565-11, 3rd Floor, Sai yashus, Vellore Road, Chittoor, Andhra Pradesh – 517 002.
5	Date, Time and Place of opening of tenders (Technical Bid & Financial Bid)	Technical and Financial Bid will be opened on 26.03.2024 @ 2.30 p.m. and 3.00 p.m. respectively.
6	In case of any Query Contact Person Details:	Mr. DSVR Kishore Patnaik – Chief Manager, SGB email id : accounts@sgbank.in Mobile : +91 88866 44001. Mr. Vineeth Singh –Vice President, ARIBL email id : vineethsingh@rathi.com Mobile : +91 91333 00071.
7	Terms of payment of Bills, if any. Specify the minimum value of work for payment of running account bills.	One Single payment
8	Validity period of the tender.	30 Days.
9	Mode of Payment	Payment will be made through Electronic mode only.
10	Insurance Broker	M/s. Anand Rathi Insurance Brokers Ltd.(ARIBL)
11	Details of the IEM of the Bank	1. Mr. Dilip Vithoba Sonpipare Email : sonpiparedv@gmail.com Mobile : +91 94231 18793 2. Mr. Ahmad Javed Email : ajtopcop@gmail.com Mobile : +91 98210 58152





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सप्तगिरि ग्रामीण बैंक
(सार्वजनिक क्षेत्र आरआरबी : इंडियन बैंक द्वारा प्रायोजित)

Tender Procedure for submission:

Sealed envelopes A & B (as stated below) to be placed in a single cover (sealed) and super scribed as **“Tender for Asset Insurance Policy for SGB”**. The sealed envelope should be dropped in the tender box placed in the office before the Tender due date and time. Those who send the tender documents by post, have to ensure that the documents reach before the prescribed time & date. The Bank will not take any responsibility under any circumstances for courier/ postal delays.

ENVELOPE ‘A’:

This envelope should contain **Technical Bid Only** (Annexure-I, II & III) and super scribed as **“Technical Bid for Asset Insurance Policy for SGB.”**

ENVELOPE ‘B’:

This envelope should contain **Financial Bid Only** (Annexure-IV) and super scribed as **“Financial Bid for Asset Insurance Policy for SGB.”**

Terms and conditions:

1. While submitting the Technical and Financial Bids all the Annexures should be duly signed & stamped by the competent signing authority of the Insurance Company.
2. The technical bid will be opened first and the financial bid will be opened only for those bidders who have qualified in the technical bid.
3. During the tender opening, one authorized representative of the bidder may be present.
4. The rate / financial / technical offer of the bidder should remain valid for 30 days.
5. The technical bid and financial bid shall be opened on the same day.
6. Bid which are late / vague / sent by fax/ sent by email / incomplete / not confirming to the laid down procedure in any respect will be rejected.
7. In case of differences arising in the terms and conditions of the tender documents with the firms, the decision of Chairman, SGB shall prevail.
8. SGB reserves the right to modify / change / delete / add any further terms and conditions prior to tender opening.
9. Arbitration- All dispute and differences which may arise between the SGB and the Insurance Company shall be referred to Chairman of SGB whose decision shall be binding on all concerned.
10. The bank reserves the right to cancel or postpone the tenders at any stage without assigning any reason.
11. The bank may issue corrigendum to tender document before due date of submission of the bid. The bidder is required to read the tender document in conjunction with the corrigendum if any issued by SGB.

General Manager

