HIMACHAL PRADESH STATE COOPERATIVE MARKETING AND CONSUMERS' FEDERATION LIMITED

NEAR VICTORY TUNNEL, SHIMLA – 171003 (HP)
(Established in 1952)

GST: 02AAAAH0084J4Z1
PAN: AAAAH0084J

Email: himfedtptpetroleum@gmail.com

HIMFED

Phone No. 0177-2657580
2807648
2650746
2812022
FAX NO. - 0177-2811250
Website: www.himfed.com

HF/Mktg/Ins./2023-24-Vol-III- 3610 -13 Dated: 11.12.2025

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LIMITED TENDER - NOTICE

HIMFED invites sealed Tenders from Public Sector (PSUs) General Insurance Companies, registered with the IRDAI, for providing insurance coverage for various HIMFED Properties and Furniture, Fixtures & other office equipments (detail enclosed at **Annexure-A**) of worth **Rs. 12.20 Crore** against the risk of Standard Fire & Special Perils, STFI, Explosion or implosion, Earthquake, Damage caused by impact of or collision caused by any external physical object such as vehicle, animal, falling trees, aircraft, wall etc., Subsidence of land/Landslide/Rockslide, Lightening, Terrorism, RSMD Perils (Riots, Strikes, Malicious Damage) etc. and Burglary/ House Breaking/ Theft. The policy is required for a period from **00:00 Hrs of 05-01-2026 to Midnight of 24-09-2026.**

Bids in sealed cover superscribed with **'TENDER FOR INSURANCE OF HIMFED PROPERTIES'** must reach the office of Managing Director at the HIMFED Head Office near Victory Tunnel, Circular Road Shimla-03 by **2:30 PM on 22.12.2025.** The bids will be opened on the same day i.e. **22.12.2025 at 2:45 PM** in the presence of the bidders or their representatives, if they wish to be present. Detailed notice, tender form or any other notifications/ amendments, will be available at official website of the HIMFED www.himfed.com. For any further clarification, the HIMFED official concerned may be contacted on his Mobile No. – 98160-82705.

Managing Director
HIMFED Shimla-03

DETAIL OF POLICIES

S. No.	Risk/ Coverage Required	Properties/ Assets Description	Sum to be insured (value in INR)
1.	1. Standard Fire & Special Perils 2. STFI 3. Explosion or implosion 4. Earthquake 5. Damage caused by impact of or collision caused by any external physical object such as vehicle, animal, falling trees, aircraft, wall etc. 6. Subsidence of land/Landslide/Rockslide 7. Lightening 8. Terrorism RSMD Perils (Riots, Strikes, Malicious Damage) 9. Bursting/overflowing of Water Tanks/Pipes 10. Bush Fire	Office Buildings, Residential Flats, Collection Centres, Godowns, Petrol Pump Buildings including Plinth & Foundations, Boundary Walls, gates and other civil structures. *(Location wise detail of properties attached at Annexure – A)*	**12,20,00,000.00** *Note:* *Risk exposure at any single location does not exceed Rs. 5.00 Crores.*
2.	Burglary/ House breaking/ Theft ***(Floater Basis across all locations in HP & Delhi)***	Furniture & Fixture and other office equipments at various offices in HP and Delhi *(Furniture & Fixture detail given on p. 5 of Annexure – A)*	**37,00,000.00**

RISK PROFILE & DECLARATION

1. Applicable Regulatory Category: The risk exposure at each independent location listed in Annexure-A is less than **Rs. 5.00 Crores**. Accordingly, the risk falls under the **'Bharat Sookshma Udyam Suraksha'** category as per IRDAI guidelines. Bidders are requested to apply the relevant tariff rates applicable to this category.

2. Operational Exposure: While the regulatory limit is Rs. 5.00 Crores, the **Actual Maximum Value at Risk** at any single location is **Rs. 2.00 Crores**. Insurers are requested to provide their most competitive premium quotes considering this low operational exposure.

3. Reinstatement Value Clause: The insurance for Item No. 1, Fixed Assets (Ref. to Detail of Policies) is required on a **'Reinstatement Value Basis'**. In the event of a loss, the claim shall be settled based on the cost of reconstructing the property as new, without deduction for depreciation.

4. Waiver of Under-Insurance: The policy must include a waiver of under-insurance up to **15%**. If the value of the property at the time of loss is within 15% tolerance of the Sum Insured, no deduction shall be made from the claim amount.

5. Incurred Claim Ratio (ICR): The average ICR for the Fire Policy over preceding three financial years stands at 23.01% and for Burglary Policy the ICR stands at 0 %.

TERMS AND CONDITIONS

A. SPECIFIC TERMS AND CONDITIONS

1. Quotation Format & Premium Break-up: The bidders are required to mention the premium rates separately against each policy. The financial bid must explicitly state the **Net Premium** and the **GST amount** separately.

2. Policy Period & Pro-Rata Requirement: The insurance coverage is required for a specific alignment period from **05.01.2026 to 24.09.2026** (both days inclusive). Consequently:

a. Bidders are requested to quote premium rates on a **Pro-Rata basis** for this specific duration.
b. If the underwriter applies standard **"Short-Period Scale"** rates instead of Pro-Rata, this must be explicitly indicated in the financial bid. Bids remaining silent on this aspect shall be construed as being on a Pro-Rata basis.

3. Excess or Deductibles: Detail of excess or deductibles as applicable per policy must be clearly mentioned in the bid document.

4. Tender Evaluation Criteria: Tender evaluation will be strictly based on the **Total Premium** quoted for the sought policies and the conformance of the bid to all terms and conditions.

5. Negotiation Protocol: HIMFED reserves the right to negotiate with the responsive and unconditional L-1 (Lowest) Tenderer.

a. Where the price quoted by the lowest tenderer is deemed highly excessive compared to prevalent market rates or internal price justification, negotiations may be held with the lowest tenderer to bring the price within justifiable limits.
b. If the negotiation with the lowest tenderer fails to result in an acceptable contract, HIMFED may proceed to hold negotiations with the next ranked tenderer (L-2), and so on, in accordance with established Rules/ Financial Rules.

B. GENERAL TERMS AND CONDITIONS

1. Eligibility: The bidder must possess a valid Certificate of Registration to act as a General Insurance Company, issued by the IRDAI and must be a **Public Sector Undertaking (PSU)**.

2. Late Submissions: The tenders received after the stipulated tender submission date and time will be summarily rejected.

3. Bid Opening: Bids will be opened at the date and time as specified in the Limited Tender Notice. Authorized representatives of the bidders may attend the opening.

4. Anti-Canvassing & Anti-Cartelization: Canvassing in any form in connection with the tender is strictly prohibited. The tender submitted by a bidder who resorts to canvassing is

liable to be rejected. Furthermore, any bidder found colluding, forming a cartel, or manipulating rates will be blacklisted from future tenders of HIMFED.

5. Language The Policy and all correspondence shall be interpreted as per the common English Language.

6. Currency Tender prices shall be quoted in **Indian Rupees (INR)** only.

7. Right of Acceptance/Rejection HIMFED reserves the right to accept or reject any or all proposals without assigning any reason thereof. The Bidder(s) shall have no cause of action or claim against HIMFED for the rejection of its/their proposal. The decision of HIMFED shall be final, conclusive, and binding on the Bidder(s).

8. Jurisdiction The Insurance Contract shall be interpreted under Indian Laws. In case of any legal dispute arising out of this tender or subsequent policy, the same shall be subject to the exclusive jurisdiction of the **Courts of Himachal Pradesh**.

9. Compliance & Conditional Bids All bidders are hereby cautioned that Tender/Bid conditions need to be strictly complied with. Conditional offers with deviations from the conditions and insurance coverages stipulated in the Tender Notice shall be rejected as non-responsive and will not be considered in the tender evaluation. The decision of HIMFED will be final and binding in this regard.

Managing Director
HIMFED Shimla-03

ANNEXURE - A

DETAIL OF PROPERTIES

LIST AS WELL AS VALUE OF THE OFFICE BUILDING STRUCTURES, RESIDENTIAL FLATS, GODOWNS WITH CHOWKIDAR QUARTERS, FRUIT AND VEGETABLE COLLECTION CENTRES, PETROL PUMPS, FURNITURE, FIXTURES AND OTHER OFFICE EQUIPMENTS.

I. Office Buildings including plinth, retaining walls, boundary walls, breast wall, approach roads, gates etc.		
S. No.	**Particulars of Assets**	**Sum to be insured (Value in INR)**
1	Head Office Building Near Victory Tunnel Shimla	60,00,000.00
2	HIMFED Building BCS at New Shimla	2,00,00,000.00
3	Himfed Building Panjari Tutikandi, Shimla	2,00,00,000.00
4	Office-cum-Godown/Residence Building Chambaghat at Solan	30,00,000.00
5	Office-cum –Godown Building at Kullu	20,00,000.00
6	Office-cum –Godown Building at Hamirpur	15,00,000.00
7	Area Office Una (Jalgran)	8,00,000.00
8	Area Office Nagrota Bagwan	8,00,000.00
9	Godown-cum- Guest house Parwanoo	10,00,000.00
	Total	**5,51,00,000.00**

II. Residential Flats including plinth, retaining walls, boundary walls, breast wall, approach roads, gates etc.		
S. No.	**Particulars of Assets**	**Sum to be insured (Value in INR)**
1.	Residential flats at Housing Colony flat No. B-2, B-1, B1, Cat-FG, Block No. 14, 15 &18 at Parwanoo, Distt. Solan	**25,00,000.00**

III. Fruit & Vegetable Collection Centres, Distt. Solan including plinth, retaining walls, boundary walls, breast wall, approach roads, gates etc.		
S. No.	**Particulars of Assets**	**Sum to be insured (Value in INR)**
1	Dhamla	1,00,000.00
2	Ghatti	1,00,000.00
3	Marog	1,00,000.00
4	Dhundal	1,00,000.00
5	Kararaghat	1,00,000.00
6	Nav-gaon	1,00,000.00
7	Jaunajee	1,00,000.00
	Total	**7,00,000.00**

IV.	List of Godowns with chowkidar residences (building structure) including plinth, retaining walls, boundary walls, breast wall, approach roads, gates etc.		
S. No.	Particulars of Assets	Capacity	Sum to be insured (Value in INR)
A	**Distt Shimla**		
1	Banyog	250 MT	500000.00
2	Jeori	250 MT	500000.00
3	Kumarsain	250 MT	500000.00
4	Thanadhar	250 MT	500000.00
5	Chopal	250 MT	500000.00
6	Dhalli	1000 MT	1000000.00
7	Gumma	250 MT	500000.00
8	Kharapather	500 MT	800000.00
9	Marog	250 MT	500000.00
10	Nerwa	250 MT	500000.00
11	Rohru	250 MT	500000.00
12	Sawra	500 MT	500000.00
13	Suni	500 MT	500000.00
14	Theog	1000 MT	1000000.00
15	Tikkar	250 MT	500000.00
16	Shilaroo	250 MT	500000.00
	Total		**9300000.00**
B	**Distt Kullu**		
17	Nagan	250 MT	500000.00
18	Nirmand	250 MT	500000.00
19	Banjar	250 MT	500000.00
20	Bhunter	250 MT	500000.00
21	Kullu Godown Cum Five Shops	1000 MT	1000000.00
22	Dhobi	1000 MT	1000000.00
	Total		**4000000.00**
C	**Distt Kinnaur**		
23	Shongthong	250 MT	800000.00
	Total		**800000.00**
D	**Distt Solan**		
24	Dharampur	250 MT	500000.00
25	Kandaghat	750 MT	800000.00
26	Kunihar	250 MT	500000.00
27	Nalagarh (I to IV)	1700 MT	2200000.00
28	Darlaghat	250 MT	500000.00
29	Chambaghat	250 MT	Already Included in Office Building complex

30	Parwanoo Godown	250 MT	Already Included in Guest House Building complex
	Total		**4500000.00**
E	**Distt Sirmour**		
31	Sangrah	250 MT	500000.00
32	Dhamla	250 MT	500000.00
33	Giripul	250 MT	500000.00
34	Jamta	250 MT	500000.00
35	Kala Amb	500 MT	800000.00
36	Nauradhar	250 MT	500000.00
37	Paunta	1000 MT	1000000.00
38	Sarahan	250 MT	500000.00
39	Timbi	250 MT	500000.00
	Total		**5300000.00**
F	**Distt Bilaspur**		
40	Bilaspur	250 MT	500000.00
41	Garamoura	2000 MT	1000000.00
42	Padyalag	250 MT	500000.00
43	Ghumarwin	500 MT	800000.00
44	Gherwin	250 MT	500000.00
45	Kuthera	250 MT	500000.00
	Total		**3800000.00**
G	**Distt Mandi**		
46	Dehar	250 MT	500000.00
47	Sarkaghat/Bhamla	1000 MT	1000000.00
48	Gohar	250 MT	500000.00
49	Joginder Nagar	500 MT	500000.00
50	Churag (Chindi)	250 MT	500000.00
51	Lunapani	1000 MT	1000000.00
52	Sandhol	250 MT	1000000.00
53	SunderNagar	1000 MT	1000000.00
54	Padhar	250 MT	500000.00
	Total		**6500000.00**
H	**Distt Hamirpur**		
55	Hamirpur	1000 MT	1000000.00
56	Hamirpur	250 MT	Already Included in Office Building complex
57	Nadaun Amblahar	250 MT	500000.00
58	Suhari	500 MT	800000.00
59	Nagrota Gazian	750 MT	800000.00
	Total		**3100000.00**

I	**Distt Kangra**		
60	Dhaliara	2000 MT	1200000.00
61	Indora	500 MT	800000.00
62	Nagrota Bagwan	2000 MT	1200000.00
63	Nagrota Surian	500 MT	800000.00
64	Puhara	750 MT	1000000.00
65	Raja Ka Bag	2000 MT	1200000.00
	Total		**6200000.00**
J	**Distt Chamba**		
66	Chowari	250 MT	600000.00
67	Kurhan	250 MT	600000.00
68	Parel	500 MT	1200000.00
69	Salooni	250 MT	600000.00
	Total		**3000000.00**
K	**Distt Una**		
70	Una /Jalgran	1000 MT	1000000.00
71	Santokgarh(Raipur)	250 MT	500000.00
72	Amb	500 MT	1200000.00
	Total		**2700000.00**
L	**Distt Lahul Spiti**		
73	Gondla	250 MT	600000.00
74	Kaza	250 MT	600000.00
75	Udaipur	250 MT	600000.00
	Total		**1800000.00**
	G.Total		**51000000.00**

V. HIMFED Petrol Pumps Building(s) structure including plinth, retaining walls, boundary walls, breast wall, approach roads, gates etc.

S. No.	Name of Area Office	Name of District	Number of Petrol Pumps	Name of Petrol Pump	Value in Lakhs (in INR)
1	Kullu	Kullu	1	Dobhi Petrol Pump (Building)	20.00
2	Mandi	Mandi	1	Padhar Petrol Pump (Building)	20.00
3	Shimla	Shimla	2	Chotta Shimla Petrol Pump along with Area Office Shimla (Building)	20.00
				Theog Petrol Pump (Building)	10.00
4	Chamba	Chamba	1	Petrol Pump at Chowari (Building.)	10.00
5	Nahan	Sirmour	1	Petrol Pump at Sarahan (Building)	10.00
		Total	**6**		**90.00**

VI. Furniture, Fixtures and other office equipments		
S. No.	Particulars of Assets	Value in INR
1	Head Office , Near Victory Tunnel Shimla	20,00,000.00
2	Area Office Bilaspur	1,50,000.00
3	Area Office Chamba	1,50,000.00
4	Area Office Hamirpur	1,50,000.00
5	Area Office Kullu	1,50,000.00
6	Area Office Mandi	1,50,000.00
7	Area Office Nagrota Bagwan	1,50,000.00
8	Area Office Nahan	1,50,000.00
9	Area Office Rampur	1,50,000.00
10	Area Office Solan	1,50,000.00
11	Area Office Shimla	1,50,000.00
12	Area Office Una	1,50,000.00
13	Branch office Delhi	50,000.00
	Total	**37,00,000.00**

S.No.	Particulars	Value in INR
I	Office Buildings	5,51,00,000.00
II	Residential Flats	25,00,000.00
III	Collection Centres	7,00,000.00
IV	Godowns with Chowkidar Residences	5,10,00,000.00
V	Petrol Pumps (Building)	90,00,000.00
VI	Furniture & Fixture and other office equipments	37,00,000.00
	G. Total	**12,20,00,000.00**

(Rs.Twelve Crore and Twenty Lakh only)