

NATIONAL SEEDS CORPORATION LIMITED
(A Government of India Undertaking)
Beej Bhavan, Pusa Complex,
New Delhi-110012.
CIN : U74899DL1963GOI003913



TENDER DOCUMENT FOR ENGAGEMENT OF IRDA APPROVED NATIONALISED INSURANCE COMPANIES/BROKER(S) OFFERING RATES OF NATIONALISED INSURANCE COMPANIES FOR COMPREHENSIVE TRANSIT INSURANCE OF STOCKS (SEEDS AND PACKING MATERIALS ETC.)-'MARINE CARGO OPEN POLICY'THROUGH OFF-LINE MODE.

LAST DATE & TIME FOR RECEIPT OF BIDS : UP TO 1300 HR. ON 12.11.2018
DATE & TIME OF OPENING OF BIDS : AT 1430 HR ON 12.11.2018

**NATIONAL SEEDS CORPORATION LTD.
BEEJ BHAWAN, PUSA COMPLEX
NEW DELHI-110012
CIN:U74899DL1963GOI003913**

NSC/FIN/INSURANCE/2018-19

Date: 29.10.2018

Notice Inviting Tender

Re: TENDER (offline) for Engagement of IRDA Approved Nationalised Insurance Companies/Broker(s) offering rates of Nationalised Insurance Companies for Comprehensive Transit Insurance of Stocks (Seeds and Packing materials etc.)-'Marine Cargo Open Policy'

TENDER is invited by 'National Seeds Corporation Ltd.,' hereinafter referred to as the 'Corporation' for engagement of nationalised insurance company/brokers offering rates of Nationalised Insurance Companies for Comprehensive Transit Insurance of Stocks to be taken by the Corporation to cover the risk of loss of stock during movement of its stock from anywhere to anywhere in India.

NSC reserves the right to accept or reject any or all tenders, alter or cancel without assigning any reason thereof. Any further corrigendum(s) to this tender shall be published only on our website <https://indiaseedscom>. **No EMD** is applicable to the tender.

LAST DATE & TIME FOR RECEIPT OF BIDS : UP TO 1300 HR. ON **12.11.2018**

DATE & TIME OF OPENING OF BIDS : AT 1430 HR ON **12.11.2018**

(Kaushik Rakshit)
Sr.General Manager(Finance)
011-25841917

INSTRUCTIONS TO TENDERER-1

1. Policy period will be for one year i.e from 25.11.2018 (12:00:01 AM) to 24.11.2019 (11:59:59 PM).
2. The sum insured will be Rs. 150.00 crores (Rupees One Hundred fifty Crores Only) adjustable at the end on the basis of total value of stock transported during policy period.
3. Only the Nationalised Insurance Co./Broking firm which are Registered/Issued License By 'Insurance Regulatory and Development Authority'(IRDA) are eligible for engagement under this proposed arrangement.
4. Tenderer shall quote the amount of premium chargeable inclusive of all taxes.
5. At any time prior to deadline for submission of proposal, the Corporation may for any reason, modify the proposal and such amendments shall be binding on bidders.
6. During evaluation of the Proposal, the Corporation may, at its discretion, ask respondents for clarifications on their proposal. The respondents are required to respond within the time frame prescribed by the Corporation.
7. The Corporation would not be required to assign a reason for the choice of any party and the discretion of accepting any party would be with the corporation.
8. The list of addresses of Head Office, Regional Offices, Area Offices, Agricultural farms is attached (**Annexure-C**). Please note that NSC can add/delete any address during the year which will be notified to the Insurance Company/Broker.
9. Stocks are defined as Category-1 hazardous goods as per "All India Fire Tariff". Major stock includes cereals, pulses and oil seeds etc.
10. Major movement of stocks is at Hyderabad (Telengana), Patna (Bihar), Pune(Maharashtra)and Suratgarh Farms in Rajasthan etc.
11. In 2015, there was loss at cuttak, due to truck accident. The loss was nominal therefore no claim was made. In 2016, at Shahjahanpur- estimated loss Rs.4.00 lacs.
12. Bidder has to submit the tender through offline mode following the tender instructions.
- 13. Last Date and Time of receipt of Bid: Upto 1300 hours on 12.11.2018**
Date and Time of Opening of Bid : At 1430 hours on 12.11.2018
14. **Disqualifications:** Corporation may at its sole discretion and at any time during the evaluation of the proposal, disqualify any respondent, if the respondent:
 - a) Submit the Proposal document after the response deadline.
 - b) Made misleading/false representation in the forms, statement and attachments submitted in proof of the eligibility requirements.
 - c) Failed to provide related clarifications, when sought.
 - d) Declared ineligible by the Government of India/State/UT Govt. for corrupt and fraudulent practices or blacklisted.

15. Other Eligibility Criteria

- a) The bidder should be an Indian Insurance Company and must be registered and approved from IRDAI.
- b) Policy issuing and servicing branch of the Insurance Company should be based in New Delhi, NCR.
- c) The Insurance Broker should have its registered/branch office in Delhi NCR.
- d) Participating Broker/Insurance Co. has to submit a declaration alongwith bid stating that they are not blacklisted/delisted by any Govt. agency/PSU/Indian Institutional agency in last three years.
- e) The Insurance Company participating in the said tender shall confirm in writing that they have already issued policies of similar nature and are fully conversant with content and the requirement and the coverage are as per tender document.
- f) Bidder should clearly mention and highlight the list of execution and deductible under various heads, if any, along with price quotes.
- g) Fire rating to be done in correct industrial risk head defined under old Fire Tariff advisory committee, if rating found incorrect, bid may be disqualified.
- h) Broker must be willing to sign a "Service Level Agreement"(SLA) to help with all pending claims and must be ready to assist for all future claims arises during policy period.
- i) The Insurance Broking agency must be registered and have License issued by Insurance Regulatory and Development Authority of India (IRDAI) for composite broking for not less than 10 years.
- j) The Insurance broking agency should have been in existence in India for a period of at least 10 years as on 31.03.2018.
- k) The Insurance Broking agency should have a positive net worth as on 31.03.2018.
- l) The Insurance Broking agency should have all India presence with branches preferably in major cities of India.
- m) The Insurance Broking agency should be currently handling insurance portfolio of minimum 3 PSU's/Government Undertaking as on F.Y 01.04.2018 to till date.

All documentary evidence in support of above points have to be submitted alongwith the price bid.

16. Other related information's:

1	Total Sum Insured	Rupees 150,00,00,000/- (Rupees one hundred fifty crores only)
2	Basis of Valuation +extra for cargo	CIF+10
3	Commodity Description	All type of seeds and packing materials etc. for Comprehensive Transit Insurance
4	Packaging description	Securely packed in standard packing
5	Single carrying limit	Rs.2,00,00,000/- (Rupees two crores only)
6	Limit per location	Rs.2,00,00,000/- (Rupees two crores only)
7	Risk Covered	Risk1- HC-A, SRCC (in connection with existing

		policy)
8	Excess	Excess application-others, excess(%) other-0.25%of value of whole consignment
9	Journey	From Anywhere to anywhere in India
10	Transport Mode	Road/etc.
11	Inter unit stock transfer	Inter unit stock transfer is made on the basis of material transfer note and no invoice is raised for such transfer of stock. Claims in case of inter unit transfers should be accepted on the basis of material transfer Note. In case of unsettlement of claim, if any, the Co./Broker will be blacklisted.
12	Application form is available at official website	www.indiaseeds.com
13	For offline application <u>(Envelop should super scribe 'Tender for Comprehensive Transit Insurance of Stocks')</u>	Sealed quotations should reach Corporation's office latest by 1300 hrs. On 12.11.2018 at the following address: Anand Swarup, Asstt.General Manager(Finance) National Seeds Corporation Ltd., Room No.43, Beej Bhawan, Pusa Complex, New Delhi-110 012 (For any query contact email-anandswarup123@rediffmail.com and hemacwa.rathore@gmail.com)
14	Checklist(documents to be attached with bid)	1.Price Bid Form(Annexure-A) 2.Copy of License issued by 'Insurance Regulatory and Development Authority' (IRDA) of Brokers & Insurance Co. 3. Undertaking that participating firm/Co. Not blacklisted by any Public Sector Undertaking-(Annexure-B) 4. Accepted copy of tender document 5. Accepted copy of Service Level Agreement (SLA) document 6. Existence in India for last 10 years. 7.Should have positive net worth 8. Presence in major cities. 9. Insurance Portfolio of min.3 PSU as on 1.4.2018 to till date.

Encl:

1. Price Bid at Annexure-A
2. Undertaking that participating firm/Co. Not blacklisted by any Public Sector Undertaking-Annexure-B
3. List of Regional Offices, Area Offices and Farms-Annexure-C
4. Service Level Agreement –Annexure-D

Price Bid Form

FORMAT FOR QUOTATION OF COMPREHENSIVE TRANSIT INSURANCE OF NATIONAL SEEDS CORPORATION LIMITED FOR THE YEAR 2018-19

(To be filled offline)

1.	Name & Address of the Insurance Company	
2.	Name & Address of the Broker	
3.	Registration No. of Insurance co. & Broker with IRDA	
4.	Detail of Bank (Bank Name, Branch, Beneficiary Name, IFSC, Account No. wherein payment of premium will be made)	
5.	GSTIN	
6.	PAN No	
7.	Exclusion clause, if any	
8.	Deductible, if any	
9	(a) Amount of premium excluding GST	
	(b) Goods & Service Tax	
	(c) Total Amount of premium (Amount in figure & words) (a+b)	
10.	Terms & Conditions, if any	

Name of Bidder Insurance Co./Broker:

Name of authorised signatory of Broker

Name of authorised signatory of Insurance Co.:

Signature of authorised signatory of Broker with stamp

Signature of authorised signatory Insurance Co. with stamp:

Designation:

Contact No.:

Date:

Place:

Annexure-B

DECLARATION CERTIFICATE

We hereby declare that there is no case with the Police/IRDA/SEBI/Regulatory authorities against the firm/company/ directors/employees. We have not been suspended/de-listed/blacklisted by any other Govt. Ministry/Public Sector Undertaking/IRDA/SEBI/Autonomous Body/Financial Institution/Court, etc.

We certify that neither our firm nor any of the directors are involved in any scam or disciplinary proceedings settled or pending adjudication.

We hereby undertake and confirm that we have understood the scope of work properly and shall carry out the work as mentioned.

Signature of the Authorised Signatory with Seal

0	Annexure-C
	National Seeds Corporation Ltd
	List of Addresses of Farms,Region and Area Offices
1	BHOPAL
	Address : 48-49, Sector-B, Industrial Area, Govindpura, Bhopal-462 023
	code : 0755
	Phone : 2580271
	FAX : 2580638
	E-Mail : rm.bhopal@indiaseeds.com
i	Address : National Seeds Corpn Ltd., 48-49, Sector B, Industrial Estate, Bhopal-462023 (MP)
	Phone : 0755-2580271 (O) 9981992165 (M)
	FAX : 0755-2580271
	E-mail : rm.bhopal@indiaseeds.com , nscbhopal@gmail.com
ii	Address : National Seeds Corpn Ltd. Sahkari Gin, Shamlaji Road, Himmatnagar 383001 (Gujrat)
	Phone :02772-245517(O), 9375288284 (M)
	FAX : 02772-245517
	E-mail : himmatnagar@indiaseeds.com , nschmt@gmail.com
iii	
	Address : National Seeds Corporation Ltd., Opp. New Civil Hospital, Ahmedabad-380016 (Gujrat)
	Phone :0791-22861156 (O) 7600021670 (M)
	FAX :079-22869117
	E-mail : ahmedabad@indiaseeds.com , nscahd@gmail.com
iv	
	Area Manager
	Address : National Seeds Corporation Ltd. 48-49, Sector B, Industrial Area, Govindpura, Bhopal 462023 (MP)
	Phone :0755-2600276 (O) 9981120016 (M))
	FAX : 0755-2580638
	E-mail : govindpura@indiaseeds.com , nscgovindpura@gmail.com
v	
	Area Manager
	Address : National Seeds Corporation Ltd., E-112/113, Industrial Area, Sanwer Road, Indore-452003 (MP)
	Phone :0731-2720211 (O) 9993003714 (M)
	FAX : 0731-2454391, 4020212
	E-mail : indore@indiaseeds.com , nscindore@gmail.com

vi	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., Devendrapura, Mauranipur Road, Niwari-472442, Dt. Tikamgarh (MP)
	Phone :07680-232384 (O) 08349248480 (M)
	FAX : 07680-232504
	E-mail : niwari@indiaseeds.com, nscniwari@gmail.com
vii	
	Designation : Area Manager
	Address :National Seeds Corporation Ltd., 32/1068 Shyam Nagar, Indra Chowk, Raipur-492006 (Chattishgarh)
	Phone :0771-22861156 (O) 7600021670 (M)
	FAX :0771-22869117
	E-mail : raipur@indiaseeds.com, nscraipur@gmail.com
2	BANGALORE
	Address : UAS Campus, Hebbal, Bangalore-560 024
	code : 080
	Phone :23415816, 23416824
	FAX : 23410328
	E-Mail : rm.bangalore@indiaseeds.com
i	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., No. UAS Campus, Hebbal, Bangalore-560 024
	Phone :080-23511311 (O) 9900247935 (M)
	FAX : 080-23410328
	E-mail : hebbal@indiaseeds.com
	-
ii	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., No. 732-A, Guggarahati, Bellary Bangalore Road, Bellary-583102
	Phone :08392-2501781 (O) 9900247941 (M)
	FAX : 08392-2501781
	E-mail : bellary@indiaseeds.com
iii	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd. D-2, APMC Shopping Complex, P.B.Road, Davanagere-577022
	Phone :08192-250177 (O) 9900247938 (M)
	FAX : 08392-250177
	E-mail : bellary@indiaseeds.com

iv	Designation : Area Manager
	Address : National Seeds Corporation Ltd., No. 108/10, Nadakatti Building, Soundathi Road, Dharwar 580001
	Phone :0836-2748148(O) 9900247940(M)\
	FAX : 0836-2748148
	E-mail : : dharwar@indiaseeds.com
v	Designation : Area Manager
	Address : National Seeds Corporation Ltd., No.: 159, 4 th Cross, A- Block, APMC Complex, Bandipalya, Mysore-570024
	Phone 0821-2489993 (O) 9900247936(M)
	FAX : 0821-2489993
	E-mail : mysore@indiaseeds.com
vi	Designation : Area Manager
	Address : National Seeds Corporation Ltd., Doddamandiganahalli, Kandali Post, Hassan-573217
	Phone :08172-256328(O) 9900205464 (M)
	FAX : 08172-249238, 269807
	E-mail : Hassan@indiaseeds.com
vii	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., Devihosur Village & Post, Haveri-581110
	Phone :08375-293111(O) 9900247939(M)
	FAX : 08375-235219
	E-mail : haveri@indiaseeds.com
viii	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., Gunj Road, Raichur-584102
	Phone :08532-233924(O) 9900247942(M)
	FAX : 08532-235062
	E-mail : raichur@indiaseeds.com
3	CHANDIGARH
	Address Plot No.388, Industrial Area Phase IX- Mohali, Chandigarh-160 022
	code : 0172

	Phone : 2705417, 2703609
	FAX : 2709409
	E-Mail : rm.chandigarh@indiaseeds.com
i	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., A-2, Focal Point, Dabwali Road, Bhatinda- 151006
	Phone :0164-2280346(0) 08427455266(M)
	FAX : 0164-2280346
	E-mail : bhatinda@indiaseeds.com
	-
ii	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., 15 IDC Opp Dainik Jagran Press, Delhi Road, Hissar-125001
	Phone :01662-222616(0) 09996901616(M)
	FAX : 01662-222616
	E-mail : hissar@indiaseeds.com
iii	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., C 25, Focal Point, bye pass, Jalandhar-144004
	Phone :0181-2602162(0) 08283805225(M)
	FAX : 0181-2601535
	E-mail : Jalandhar@indiaseeds.com
iv	
	Designation : Liaison Officer
	Address : National Seeds Corporation Ltd., C/O M/s Narula Rice & Genl. Mills, Hansi Road, Karnal-132001
	Phone :0184-20184-2272127(O) 09896355258(M)
	FAX : 0184-2272127
	E-mail : karnal@indiaseeds.com
4	CHENNAI
	Address :22-C-SIDCO (N), Industrial. Estate, Near Telephone Exchange, Ambathur, Chennai-600098
	code : 044
	Phone : 26259637
	FAX : 26256192
	E-Mail : rm.chennai@indiaseeds.com

i	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. 56-E, SIDCO Indl. Estate, Opposite Elgi Equipments, Kurchi Coimbatore- 641021
	Phone :0422-2673415(O)9895014019(M)
	FAX : 0422-2673415, 2670590
	E-mail : coimbatore@indiaseeds.com
ii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. B-1,B-2,SIDCO indl. Estate, Kappalur, Madurai-625006
	Phone :0452-2482878(O)9500031862(M)
	FAX : 0452-2482878
	E-mail : madurai@indiaseeds.com
III	
	Designation : Area Manager
	Address :National Seeds Corporation Ltd., Behind ITI Kanjicode West (PO) Palakkad- 678623, Kerala
	Phone :0491-2566414(O) 9895014019(M)
	FAX : 0491-2566414
	E-mail : palakkad@indiaseeds.com
IV	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., 16/1, Williams Road Cantonment, Trichy- 620001
	Phone :0471-2343974(o) 9895013810(M)
	FAX : 0471-2347124
	E-mail : trichy@indiaseeds.com
5	JAIPUR
	Address : Chomu House (Tabela) Sardar Patel Marg, Jaipur-302 001
	code : 0141
	Phone : 2376760
	FAX : 2363910
	E-Mail : rm.jaipur@indiaseeds.com
i	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. F- 45-46, industrial Road, Parbatpur Bye Pass, Nasirabad Choraha, Ajmer-305001
	Phone :0145-2695294(O) 9928006540(M)
	FAX : 0145-2695988
	E-mail : ajmer@indiaseeds.com

ii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. A-12-13, Indl. Area, Bharatpur-321001
	Phone :05644-2227513(O) 9928006541(M)
	FAX : 05644-228502
	E-mail : bharatpur@indiaseeds.com
iii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Cottan Ginning Factory, Chittorgarh- 312001
	Phone :01472-245087(O) 9928006542(M)
	FAX : 01472-240981
	E-mail : chittorgarh@indiaseeds.com
iv	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. D-14,Subji Mandi (Paota) Jodhpur- 324006
	Phone :0291-2545735(O) 9928006546(M)
	FAX : 0291-5106623
	E-mail : jodhpur@indiaseeds.com
v	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Indraprastha Indl Area, Kota -324005
	Phone :0744-2425954(O) 9928006544(M)
	FAX : 0744-2410901
	E-mail : kota@indiaseeds.com
vi	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Krishi Upaj Mandi Samiti, Sikar
	Phone :01572-245676(O) 9461567755(M)
	FAX : 01572-245670
	E-mail : sikar@indiaseeds.com
vii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Abohar Road, Indl. Area, Sriganganagar 335001
	Phone :0154-2440232(O) 9928006545(M)
	FAX : 0154-2478866
	E-mail : ssign@indiaseeds.com
viii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Shop No 47, Block A,Krishi Upaj Mandi,Mandi Yard, Udaipur- 313001
	Phone :0294-2486647(O) 9785121529(M)
	FAX : 0294-2486523
	E-mail : udaipur@indiaseeds.com

6	KOLKATA
	Address : Sector-V, Block -AQ, Plot NO-12,Salt Lake City,Kolkata-700 091
	code : 033
	Phone : 23671077
	FAX : 23671076
	E-Mail : rm.kolkata@indiaseeds.com
i	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. , Sector-V, Block -AQ, Plot No. -12, Saltlake City, Kolkata 700091, West Bengal
	Phone :033-23671076 (O) 9831185215 (M)
	FAX : 0674-2588491
	E-mail : bbsr@indiaseeds.com , nsc.ao.saltlake@gmail.com
ii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. 150, Industrial Estate , Mancheswar Bhubaneswar-751010, Orissa
	Phone :0674-2580359 (O) 9937567333 (M)
	FAX : 0674-2588491
	E-mail : bbsr@indiaseeds.com , nsc.bbsr@gmail.com
iii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Pradhan Building, Hakimpara Siliguri-734401 Distt. Darjeeling (W.B)
	Phone :0353-2435391 (O) 9933087178 (M)
	FAX : 0353-2531506
	E-mail : siliguri@indiaseeds.com , siligurinsc@gmail.com , nsc.slgr.ao@gmail.com
iv	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. 6, Mile, Punjabari Road Guwahati-781037 (Assam)
	Phone :0361-2332896 (O) 9954714160 (M)
	FAX : 0361-2332552
	E-mail : guwahati@indiaseeds.com , nsc.guwahati.ao@gmail.com
v	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. 19/23, Netaji Subhash Road P.O & Distt- Malda-732101 (W.B)
	Phone :03512-266020 (O) 9933087178(M)
	FAX : 03512-266174
	E-mail : malda@indiaseeds.com , maldansc@gmail.com
vi	

	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Vill. Kuikotha, Near B.D.O Office P.O Abash-721101 District Midnapur (W.B)
	Phone :03222-275050 (O) 9933087180 (M)
	FAX : 03222-264218
	E-mail : midnapur@indiaseeds.com , nsc.midnapur.ao@gmail.com
7	LUCKNOW
	Address :65, Pan Dariba, Lucknow-226 004
	code : 0522
	Phone : 2450319, 2455569
	FAX : 2451496
	E-Mail : rm.lucknow@indiaseeds.com
i	Address : National Seeds Corpn Ltd. Plot No B-17, UPSIDC Indl. Area Mathura Road, Sikandra Agra-282007
	Phone :0562-2641243 (O) 9794101995 (M)
	FAX : 0562-2641243, 0562-2641652
	E-mail : agra@indiaseeds.com
ii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. 165, Civil Lines Bareilly-243001
	Phone :0581-2578087 (O) 9997460060 (M)
	FAX : 0581-2511802, 0581-2578087
	E-mail : bareilly@indiaseeds.com
iii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Padri Bazar Near Vishwanath Cold Storage Gorakhpur-273007
	Phone :0551-2282611 (O) 9793000226 (M)
	FAX : 0551-2289098, 0551-2282611
	E-mail : gorakhpur@indiaseeds.com
iv	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Plot No. D-25, Site No. 1, Panki Indl. Area Kanpur-208022
	Phone :0512-2691911 (O) 8853002549 (M)
	FAX : 0512-2209621, 0512-2691911
	E-mail : kanpur@indiaseeds.com
v	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Western Kachehri Road Meerut-250001
	Phone :0121-2642516 (O) 9997744890 (M)
	FAX : 0121-2642516, 0121-2664831
	E-mail : meerut@indiaseeds.com

vi	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Hathora Bujurg, Nr. Railway Crossing Mohmadi Road Shahjahanpur-241001
	Phone :05842-209104 (O) 8953510885 (M)
	FAX : 05842-224160, 05842-225546
	E-mail : shahjahanpur@indiaseeds.com
vii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. P.O. RTC, Hempur (Via Kashipur) Distt U.S Nagar-244716
	Phone :05947-223139 (O) 9997010762 (M)
	FAX : 05947-223139, 05947-273087
	E-mail : hempur@indiaseeds.com
viii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Opp. State Bank of India Rudrapur-263153 Distt U.S Nagar
	Phone :05944-243567 (O) 9997033567 (M)
	FAX : 05944-243567, 05944-243909
	E-mail : rudrapur@indiaseeds.com
ix	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., C 16 Industrial Area, Ram Nagar, Varanasi- 221008
	Phone :05412-269066, 2227830 (O) 9793000885(M)
	FAX : 05412-269591
	E-mail : varanasi@indiaseeds.com
8	PATNA
	Address : Sheikhpura Rajabazar, Patna-800 014
	code : 0612
	Phone : 2287744, 2280200, 2280202
	FAX : 2282412
	E-Mail : rm.patna@indiaseeds.com
i	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. 2nd Floor, Shiv Shakti Complex,Bata Chowk, Madhubani- 847211
	Phone : 06276-224716 (M) 9771433774 (M)
	FAX : 0621-2249253
	E-mail : madhubani@indiaseeds.com

	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Near Prabhat Talkies Muzaffarpur-842001
	Phone : 0621-2249253 (O) 9934014184 (M)
	FAX : 0562-2641243
	E-mail : muzzaffarpur@indiaseeds.com
iii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Market Yard, Gulab Bagh Purnea-854326
	Phone : 06454-234652 (O) 9934014185 (M)
	FAX : 06454-234652
	E-mail : purnea@indiaseeds.com
iv	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Sukhdeo Nagar Ratu Road Ranchi-834005
	Phone : 0651-2282851 (O) 9934014186 (M)
	FAX : 0651-2282851
	E-mail : ranchi@indiaseeds.com
v	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Court Compound Samastipur-848101
	Phone : 06154-242844 (O) 9934014189 (M)
	FAX : 06274-223835
	E-mail : samastipur@indiaseeds.com
vi	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Laximpur Siwan-841226
	Phone : 0562-2641243 (O) 9794101995 (M)
	FAX : 06154-242844
	E-mail : siwan@indiaseeds.com
9	PUNE
	Address : 681-690, Market Yard, Gultekdi, Pune-411 037
	code : 020
	Phone : 24264587
	FAX : 24272584
	E-Mail : rm.pune@indiaseeds.com
i	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Ulhas Sadan, Near 3rd Birla Gate Tapadianagar Akola-444001
	Phone : 0724-2420898 (O) 9960700701 (M)
	FAX : 0724-2420898
	E-mail : akola@indiaseeds.com
ii	

	Designation : Area Manager
	Address : National Seeds Corpn Ltd. A-78, MIDC, Near Hanuman Dal Mill AMRAVATI - 444605
	Phone : 0721-2521751(O) 9960700702 (M)
	FAX : 0721-2521751
	E-mail : amravati@indiaseeds.com
iii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. F-8/2 , MIDC Area Naregaon Ltd Chikalhana Aurangabad-431210
	Phone : 0240-2483278 (O) 9960700703 (M)
	FAX : 0240-2483278
	E-mail : aurangabad@indiaseeds.com
iv	
	Designation : Area Manager
	Address : National Seeds Corporation Ltd., Plot No. 132-A, Industrial Area, Jalgaon- 425001
	Phone : 0257-2210744 (O) 9960700704 (M)
	FAX : 0257-2210744
	E-mail : jalgaon@indiaseeds.com
v	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd.1st Floor, Adhyapak Bhawan Opp. S.T Stand. Ganesh Peth Nagpur-440018
	Phone : 0712-2723191 (O) 9960700705 (M)
	FAX : 0712-2772598
	E-mail : nagpur@indiaseeds.com
vi	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. 295-E, Cold Storage New Bombay-Agra Road Nasik-422001
	Phone : 0253-2591369 (O) 9561092155 (M)
	FAX : 0253-2591369
	E-mail : nasik@indiaseeds.com
10	SECUNDERABAD
	M.V. Sudhakar
	Address : 17/11 Tukaram Gate, North Lalaguda, Secunderabad-500017
	code : 040
	Phone : 27731152
	FAX : 27732863
	E-Mail : rm.secunderabad@indiaseeds.com
i	
	Designation : Area Manager

	Address : National Seeds Corpn Ltd. 17-11, Jyothinagar, Tukaramgate, North Lalaguda, Secunderabad-500017
	Phone : 040-27732276 (O) 9949996843 (M)
	FAX : 040-27732276
	E-mail : vpcsecunderabad@indiaseeds.com / nscvps@gmail.com
ii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Autonagar Post, Guntur-522001
	Phone : 0863-2225223 (O) 9949996841 (M)
	FAX : 0863-2225223
	E-mail : guntur@indiaseeds.com / nscguntur@gmail.com
iii	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. 3 & 4 Indl Estate, Kurnool-518003
	Phone : 08518-229248 (O) 9949996842 (M)
	FAX : 08518-229248
	E-mail : kurnool@indiaseeds.com / amnscknl@gmail.com
iv	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. Koilkuntla road, Noonepally NANDYAL-518503, Distt. KURNOOL
	Phone : 08514-246207 (O) 9949996844 (M)
	FAX : 08514-246207
	E-mail : nandyal@indiaseeds.com / nscnandyal@gmail.com
v	
	Designation : Area Manager
	Address : National Seeds Corpn Ltd. 2-11, Madikonda Hanamkonda Mandal, WARANGAL-506142
	Phone : 0870-2100005 (O) 9949996845 (M)
	FAX : 0870-2455088
	E-mail : warangal@indiaseeds.com / nscwarangal@gmail.com
List of Farms	
1	Hissar
	Address :10 KM Sirsa Road, Hisar, P.O VIA
	Hissar – 125001 (HARYANA)
	code : 01662
	Phone :275581, 275797 Mobile # 8570097427
	FAX : 277275
	Mobile No. : 08570097427 E-Mail : mechfarm1@rediffmail.com
2	Jetsar
	Address :Sriganganagar 335709 (Rajasthan)
	code : 01498
	Phone : 261202 Mobile #

	FAX : 261227 / 261233
	Mobile No: 09414504944 E-Mail : director.csfjetsar@gmail.com
3	Suratgarh
	Yesh Pal Singh
	Address : Sriganganagar- 335804 (Rajasthan)
	code: 01509
	Phone : 220084 / 220006 / 220309(O) Mobile # 09414504944
	FAX : 223877
	E-Mail : csfsuratgarh@rediffmail.com
4	Sardargarh
	Address :Sardargarh, Sriganganagar-335785 (Rajasthan)
	code: 01509
	Phone : 238296(O) Mobile # 9461826844
	FAX : 283027
	E-Mail : directorcsfsrg@gmail.com
5	Raichur
	Address : Jawalgera, P.O VIA Sindhanur,
	Distt: Raichur -584125 (Karnataka)
	Phone : 2201246 / 2280295 Mobile # 9611228748
	FAX : 2226955,2200922
	E-Mail : csfrcr@gmail.com
6	Nalhati
	Address : Nalhati,
	Distt: Nalhati (West Bengal)
	Phone : 2201246 / 2280295 Mobile # 9611228748
	FAX : 2226955,2200922
	E-Mail : rm.kolkata@nsc.gov.in, nsc.kolkata.ro@gmail.com
7	Baliapur
	Distt.Dhanbad, Baliapur - 828201 (Jharkhand)
	Phone : 2287744 / 2280200 / 2280202 Mobile # 9934014183
	FAX : 2282412
	E-Mail : rm.patna@nsc.gov.in, nscptn@gmail.com
8	Sukhinda
	Post-Damodarpur, Distt.Zazpur, Orissa
	Pin 755 018
	r-mail-ollags9@gmail.com, M- 7608991310, 900710698

Annexure –D

SERVICE LEVEL AGREEMENT(SLA)

Consequent upon appointment ofhereinafter called "....."referred as Insurance Broker to interact with Insurer/s for transacting General Insurance Business on behalf of M/s.National Seeds Corporation Limited hereinafter called "NSC" The Service Level Agreement (SLA) is signed between the two dated.....

.....hereby agree to undertake the following as agreed upon by the client M/s.National Seeds Corporation Limited, hereinafter called as "NSC".

.....in pursuance of the objective of providing time bound quality service to NSC.

.....assure for establishment of good understanding and provision of efficient and deliverance of satisfactory services.

A) Floating of Request for Quote (RFQ's)

- 1) NSC will informof their insurance requirement/s as soon as possible and provide all necessary information for preparing RFQ for the insurance market.
- 2)will vet the information at their end and inform NSC of any additional information and /or document within three working days of receiving underwriting information.
- 3) After discussing the respective Insurance Proposals/s and underwriting information with NSC, RFQ will be floated and will be shared with the selected insurance company/s for purpose of obtaining competitive quotes. Marketing strategy for seeking insurance terms will also be discussed with NSC and their consent obtained prior to floating of RFQ.
- 4) Once the quote/s is obtained, it will be scrutinized byto ensure that quote is as per the RFQ floated and incorporate the complete coverage. This activity will be carried out within three working days of receiving all the quotes from the interested underwriters.
- 5) Quote comparison will be shared with NSC highlighting the terms and conditions of the coverage/s provided and best proposal for NSC conserving economy and risk coverage.
- 6) Finalisation of quote and it's placement to Insurance Company will be done after NSC's consent. This will follow the time lines specified for this purpose by NSC on case to case basis.

B) DOCUMENTATION

- 1) ensure that once policy premium is submitted to the selected insurance company, it will get the Premium Receipt/Cover note issued within the four working days.
- 2) The corresponding policy document/s will be issued within 10 working days after vetting the draft policy document/s by.....
- 3) Any amendment to the policy/s shall be got confirmed byby getting the endorsement issued within 4 working days of the receipt of the necessary information/details to be incorporated from NSC.
- 4)will depute a dedicated resource who will be known as Relationship Manager for NSC who will be one point of interaction between insurer and NSC and will be take care of care of all issues related to policy/s, endorsements/s, claims etc.
- 5) All Policy related and claim related formalities/documents required will be share byin advance with NSC so as to overcome/avoid last minute bottlenecks and delay/s.

C) CLAIMS- Based upon the nature of Policy

- 1) Names of the panel of Surveyors as mutually agreed between the Insurer andwill be provided to NSC and utilised in case of claims reported by NSC to the Insurers.will assist NSC in getting the documents completed which are required for claim settlement. Once documents are submitted,.....will discuss the claim with the designated surveyors and get the final assessment done and agreed to the satisfaction of NSC.
- 2) will ensure settlement of claims by proper follow up with the Insurers, as per following timeline after submission of all documents and survey report to the insurer/s.

Claim Amount(Rs.)	No. of Days for settlement
UptoRs. 25 Lacs	15 Days
Between Rs 25 lacs to 50 Lacs	30 Days
Between 50 Lacs to 1 Crore	60 Days
Above 1 Crore	75-90 Days

- 3) will impress upon insurer and make them agree for making “ On Account Payment” to NSC. The claim amount is notified after preparing and submitting the initial loss assessment immediately after the first survey. will prevail on the surveyors to recommend On Account Payment ranging between 25% to 50% to NSC.
- 4) will ensure that balance claim amount is paid by the insurer to NSC as full and final settlement based upon the timelines mentioned above after receipt of final survey report and submission of all necessary supporting documents.

D) QUALITY

..... will ensure the following:-

- 1) will explore every possibility of premium reduction within regulatory parameters applicable from time to time.
- 2) Analyze insurance covers in light of risk exposures and retention capabilities of NSC and insurers respectively.
- 3) Get Risk inspection of NSC works / premises done by Risk Engineer's of Insurance Company/s for risk evaluation, risk improvement and proper rating.
- 4) Will keep NSC updated on national and global developments in the insurance sector.
- 5) Will organize awareness meetings with cross section of executives within NSC along with the respective insurer/s.
- 6) Monthly meeting with NSC and insurer officials will be arranged for reviewing pending matters, if any, and get them resolved amicably within reasonable time frame.

E) COST

- 1) understands the importance of economy in premium costs and assures NSC of every possible effort on its part to get lowest possible quotes from insurers and suggest best option for NSC in terms of economy and risk cover. At the same time, will not affect any cost reduction at the risk of exposing NSC to the hazards of underinsurance or absence of insurance against some perils. Cost management shall be done only in consultation with NSC and after discussing the impact it may have on risk exposure levels.
- 2) will act totally in professional/ethical way with NSC, avoiding conflict of interest which can harm NSC's interest.

F) INNOVATION

..... Understands that NSC has to be serviced according to it's requirement. Whilst new insurance products are one way of addressing the needs of customers, shall endeavour to provide innovation through customization of insurance covers to suit specific needs of NSC after thorough study, analyses of data and due deliberation.

G) Confidentiality

..... agrees to keep the data relating to NSC as confidential and shall use the same only for the purpose of insurance within the scope of this agreement.

H) Regulatory

..... is committed to fulfilment and abiding by the regulatory directives issued from time to time by IRDA and Govt. Authorities.

I) Period of Agreement

This agreement is valid for the period of one year effective from XXXXX to XXXXX and it will automatically expire on to unless extended by NSC.

J)General

- 1) will obtain confirmation from the respective insurer/s that the premium quoted by them is final and are as per the IRDA guidelines and there is no violation of any mandatory guidelines/rules.
- 2) Escalation matrix of each concerned insurer/..... highlighting Name, Contact Nos and E-Mail ID will be provided by Insures/..... within a week of signing of this Service Level Agreement.

On and Behalf of

For

On and Behalf of

For National Seeds Corporation Ltd.

(_____)

Authorised Signatory

(_____)

Authorised Signatory

For National Insurance Company Limited

(_____)

Authorised Signatory

