



## NOTIFICATION OF TENDER FOR COMPREHENSIVE MEGA RISK POLICY FOR 2025-26 OF PETRONET LNG LIMITED

**Petronet LNG Limited**, a company with its registered office at World Trade Centre, 1<sup>st</sup> Floor, Babar Road, Barakhamba Lane, New Delhi, 110 001, India, incorporated in April, 1998 under the provisions of the (Indian) Companies Act, 1956 (“**PLL**” or the “**Company**”) and promoted by Bharat Petroleum Corporation Limited (“**BPCL**”), GAIL (India) Limited (“**GAIL**”), Indian Oil Corporation Limited (“**IOC**”) and Oil & Natural Gas Corporation Limited (“**ONGC**”), is engaged in the business of import, storage, regasification and marketing of Liquefied Natural Gas in India. Its shares are listed on the Bombay Stock Exchange and the National Stock Exchange of India.

The company invites bids under single stage two-bid system for **Comprehensive Mega Risk Policy for 2025-26 of Petronet LNG Limited** from prospective bidders to submit their bid in accordance with Tender Document **PLLDELFI000082025**.

For selection of bidders, Eligibility Criteria is described below. The Bidder should meet the following Techno Commercial Criteria and any Bidder not meeting the same will be rejected.

### 1. Bidders Eligibility Criteria for Comprehensive Mega Risk Policy for 2025-26 of Petronet LNG Limited.

**Table 1 – Minimum Bid Eligibility Criteria**

#	Parameters	<i>Supporting Documents</i>
1	The Bidder must have non-life Insurer accreditation with IRDAI in India, which is valid as on bid submission date. <i>Note: Bidder may submit the IRDAI Registration Certificate/Renewal Letter/Renewal Fee Payment Slip for FY2024- 2025 or FY 2025-2026</i>	<i>Bidders to submit IRDAI Registration Certificate/Renewal Letter/Renewal Fee Payment Slip duly certified/attested by Notary public with legible stamp and countersigned by Authorized Signatory.</i>
2	The Bidder must have placed at least one Comprehensive Mega Risk Package Policy/Industrial All Risk Policy/Standard Fire and Special Perils Policy executed as Insurer/Co-insurer in any of the last seven Calendar years (i.e. 2018, 2019, 2020, 2021, 2022, 2023 & 2024)	<i>Bidder to submit copy of the insurance policy / coinsurance certificate based on which qualification sought duly certified/attested by Notary public with legible stamp and countersigned by Authorized Signatory.</i>
3	Net worth of the Bidder as on 31 <sup>st</sup> March, 2024 must be	<i>Bidder to submit certificate from</i>

	positive.	<i>Chartered Accountant in Practice in the form attached as <b>EXHIBIT 2</b> with his seal/signature and UDIN number.</i>
4	Gross Direct Premium during any of the last three financial years (i.e., FY 2021-22, FY 2022-23 & FY 2023-24) received out of Indian operations should be greater than or equal to Rs. 500 Crore.	<i>Bidder to submit certificate from Chartered Accountant in Practice in the form attached as <b>EXHIBIT 2</b> with his seal/signature and UDIN number.</i>
5	Working Capital of the Bidder must be minimum of INR 2 Crore as on 31st March, 2024	<i>Bidder to submit certificate from Chartered Accountant in Practice in the form attached as <b>EXHIBIT 2</b> with his seal/signature and UDIN number.</i>

**Note:**

1. **For Parameter 2** - An all-risk policy where the minimum sum insured is Rs.2,500 crores at any one location in India (Property Damages, Material Damage and Business Interruption combined) and total sum insured is more than Rs. 10,000 Crore would be considered. The insurance policy issued with policy period of 12 months would only be considered.
2. **For Parameter 3** - Positive Net Worth criteria is waived for PSU insurance companies considering Ministry of Finance, Office Memorandum dated 5<sup>th</sup> December 2023.
3. **For Parameter 5** - If the Bidder is having negative or inadequate working capital, then such Bidder shall submit a letter from any scheduled commercial bank, as per RBI Act, 1934, confirming the availability of the line of credit to cover working capital requirement specified above, as per the format provided in tender document.
4. All the documents submitted in support of Parameter 1 & 2 shall be duly certified/attested by Notary public with legible stamp and countersigned by Authorized Signatory.
5. PLL reserves the right to call for any further information that it deems necessary. In case, PLL finds the submitted information to be false / forged / misleading in any manner, the Bidder is liable to be put on a holiday for a three-year period.
6. Bid of the Bidder not meeting any of the above criteria shall be rejected.
7. Bidders meeting all the above criteria would be evaluated on parameters mentioned in **Table-2**, and accordingly marks would be allocated.

**Table 2 – Techno-Commercial Criteria**

#	Parameters	Supporting Documents	Marks (max)	
			No. of Policies	Marks
1	Number of Comprehensive Mega Risk Package Policy/Industrial All Risk Policy/Standard Fire & Special Perils Policy executed as Lead Insurer/Co-Insurer in in last seven calendar years (i.e. 2018, 2019, 2020, 2021, 2022, 2023 and 2024) in India.	<i>Bidders to submit a declaration form as per EXHIBIT 3 based on which qualification sought along with copy of Policy(ies).</i>	No. of Policies	Marks
			5 & above	15
			4	12
			3	9
			2	6
			1	3
			0	0
2	Number of Comprehensive Mega Risk Package Policy/Industrial All Risk Policy/Standard Fire & Special Perils Policy executed as Lead Insurer in last seven calendar years (i.e 2018, 2019, 2020, 2021, 2022, 2023 and 2024) in India.	<i>Bidders to submit a declaration form as per EXHIBIT 4 based on which qualification sought along with copy of Policy(ies).</i>	No. of Policies	Marks
			5 & above	5
			4	4
			3	3
			2	2
			0	0
3	Number of claims above Rs. 10 Crore under Comprehensive Mega Risk Package Policy/Standard Fire & Special Perils Policy/Industrial All Risk Policy (of minimum sum insured of Rs. 10,000 Crore) settled by the Bidder as Lead Insurer in last seven calendar years (i.e. 2018, 2019, 2020, 2021, 2022, 2023 and 2024) in India.	<i>Bidders to submit a certificate from Chartered Accountant in practice as per EXHIBIT 2 with his seal/signature and UDIN number.</i>	No. of Claims Settled	Marks
			5 & above	5
			4	4
			3	3
			2	2
			0	0
9	<i>Amount of own Capacity Offered by the Bidder (i.e. Net Retention + Treaty Cession) for Comprehensive Mega Risk Package Policy</i>	<i>Bidder to submit Net Retention and Treaty Cession Letter from Chairman/CMD/Managing Director of the Bidder (in case of Public Sector Undertaking GM &amp; above)</i>	45	

	<i>as per EXHIBIT 5 and support letter for the capacity offered under Treaty Cession from Treaty Leader as per EXHIBIT 6.</i>	
<b>Total Marks on Technical Evaluation</b>		70

1. For Parameter 1& 2 –

- a. Information should be for Comprehensive Mega Risk Package Policy Industrial All Risk Policy/Standard Fire & Special Perils Policy with total sum insured of more than Rs. 10,000 crore.
- b. Following category of policies shall not be considered:
  - i. Marine and Aviation Policies related to Cargo or Tankers
  - ii. Health, Motor, EAR, Terrorism, Credit and similar Policies for other line of business
  - iii. Agriculture, crop and weather Insurance policies
- c. The insurance policy issued with policy period of 12 months would only be considered.
- d. In case of multiple policy for different locations for same organisation shall be treated as one policy. However, insurance policy for same organisation for more than one year then each year will be counted separately.

2. For parameter 3 –

- a. The Total claim Paid should be more than Rs. 10 Crore (net of deductible).
- b. No on account payment shall be considered in case the claim is not finally settled.
- c. In case the claim is settled in last seven calendar years, then on account payment made in respect of said claim would be considered, even if the on-account payment has been made prior to last seven calendar years.
- d. Claim settled as a leader of the policy is only to be considered. Claim paid in the capacity of Co-insurer will not be considered.
- e. The backup on basis of which the certificate is issued by Chartered Accountant is required to be annexed to the bid submission which may be any system generated document or discharge voucher.

3. All the documents, submitted in support of Parameter 1 and 2 shall be duly certified/attested by Notary public with legible stamp and countersigned by Authorized Signatory. The Exhibits 3 and 4 to be signed only by Authorized Signatory.
4. There shall be no negative marking for any of the criteria.
5. Bidder to note that PLL will verify the authenticity of Exhibit -6 from the Treaty Leader which had issued the Treaty support letter. Accordingly, Bidder shall provide the details of Treaty Leader as mentioned in Exhibit 6. Bidder shall ensure that the email id of Treaty Leader is *only from the official domain* of Treaty Leader. (email from other third-party domains such as yahoo, gmail etc shall not be accepted)
6. In case the treaty leader does not provide response to PLL email for verification of authenticity of Exhibit -6 within the timelines provided by PLL, then such treaty support letter will not be taken into cognizance and evaluation shall be done accordingly.
7. PLL reserves the right to call for any further information that it deems necessary. In case, PLL finds the submitted information to be false / forged / misleading in any manner, the Bidder is liable to be put on a holiday for a three-year period.

### General Instructions

For participation and more details Interested Party(ies) can buy the Tender Document on payment of Tender fee (Non-refundable) as per details provided below:

1.	Tender Name of work	<b>Appointment of Insurer for Comprehensive Mega Risk Package Policy of 2025-26 of Petronet LNG Limited.</b>
2.	Tender No. And Date	<b>Tender No. PLLDELFI000082025 Date: February 11, 2024</b>
3.	Type of tender	Domestic Tender
4.	Type of Bidding System	Open/Single Stage Two-bid
5.	Job Completion Period	Complete placement of risk before 4 <sup>th</sup> April, 2025. Insurance Policy to be issued for the period 8 <sup>th</sup> April, 2025 to 7 <sup>th</sup> April, 2026 (both days inclusive).
6.	Site Location	Petronet LNG Limited, New Delhi Office.
7.	Bidding Document fee/Tender fee (non-refundable)	INR 2,000- (Indian Rupees Two Thousand Only). (The above amount is inclusive of GST, Bidder to bear any and all bank charges to ensure that above net amount (Tender fee) is credited to PLL.
8.	Place and time of issue of Bid Document	PLL shall issue one (1) soft copy of the tender document after receipt of Tender Fee via email on any working day from 10:00 hours 11/02/2024 to 02/03/2024 up to (17:00 hours). Tel. No. 011-23472525 Email: <a href="mailto:cnp@petronetlng.in">cnp@petronetlng.in</a>
9	Mode of payment of Tender fee	<b>Tender Fees to submitted online through link given below</b> <a href="https://petronetlng.in/emd/tender?number=PLLDELFI000082025">https://petronetlng.in/emd/tender?number=PLLDELFI000082025</a> (refer Instruction for Submission of Tender fees)
10.	Contact Details and Address of Tender Dealing Officer	Name: Amit Verma Designation: CGM & VP (C&P) E-mail: <a href="mailto:cnp@petronetlng.in">cnp@petronetlng.in</a> Address: Petronet LNG Limited, 1st Floor World Trade Centre, Babar Road, Barakhamba Lane, New Delhi
11.	Last Date/Time of Submission of Bids	On or before <b>March 03, 2025 (1500 Hrs.)</b> .
12.	Last date for submission of Query	On or before <b>February 21, 2025</b> (Through email on <a href="mailto:cnp@petronetlng.in">cnp@petronetlng.in</a> ) <i>Bidders to note that PLL shall not consider or be obligated to respond to any query(ies) submitted after the query submission date and time</i>
13	Date for Pre-Bid Meeting	<b>February 19, 2025 @ 1500hrs</b>

		The Pre-Bid Meeting shall be conducted online, any Bidder interested in attending the Pre-Bid meeting has to send its written request through email on <a href="mailto:cnp@petronetlng.in">cnp@petronetlng.in</a> on or before <b>February 19, 2025 (1100 Hrs.)</b> . PLL will send the link for joining the meeting accordingly.
14.	Mode of Bid submission	Physical submission (in hard copy) as per clause 4 of the ITB

**Instruction for Submission of Tender fees / EMD online**

- a. Please click or copy the following link to the browser  
<https://petronetlng.in/emd/tender?number=PLLDELFI000082025>
- b. Please note that bidder has to make EMD and Tender Fee (if any) payments separately
- c. Please fill all the information for EMD or Tender fee(if any), as the case may be, in the online form.
- d. Once bidder submit the information then system will redirect to ICICI bank pay2corp web page where bidder can choose following mode for online payment:
  - i. Debit Card
  - ii. Net banking (Retail/Corporate)
  - iii. Challan mode (EMD only)
- e. Outcome of payment mode selected:
  - i. **Debit card:** once payment is done, bidder will be redirected to PLL webpage and bidder shall get an e-mail confirmation for payment.
  - ii. **Net banking (Retail):** After authorization of payment on the respective bank webpage, bidder will be redirected to PLL webpage and bidder shall get an e-mail confirmation for payment.
  - iii. **Net banking (Corporate):** Bidder has to create the Cheque/ RTGS/ NEFT instruction on the respective bank's webpage, and after that bidder shall be redirected to PLL webpage with Payment awaiting message. Thereafter, transaction needs to be authorised by the approvers on the Corporate Net-banking portal of the respective bank and after authorisation, bidder shall get an e-mail confirmation for payment within next 30 Minutes.
  - iv. **Challan mode:** Bidder has to generate the Challan on pay2corp page, and then he will be redirected to PLL webpage with Payment awaiting message. Thereafter, bidder needs to make the payment to the bank account details provided in challan. Bidder to ensure payment authorization within 7 days from the date of challan generation. Once the payment is done, bidder shall get an e-mail confirmation for payment within next 30 Minutes.
- f. Bidder/s are advised not to close the browser while making online payment through ICICI Pay2corp.

- g. Bidder/s should wait for at least 30 minutes for payment confirmation mail after payment authorization in the respective bank.
- h. In case, amount is deducted from bidder's bank account and email confirmation has not been received by the bidder, then bidder should attach the proof of payment along with bid.
- i. Bidder should ensure the payment amount for EMD/Tender Fee as per Bid Document. In case, bidder has done the payment of incorrect amount then bidder should contact the PLL support team on [emd@petronetlng.in](mailto:emd@petronetlng.in)

- Bids must be submitted strictly in accordance with Clause No. 4 of ITB. The NIT is an integral and inseparable part of the bidding document.
- Any revision, Addendum, time extension, etc. to this Tender Document will be hosted on [www.petronetlng.in](http://www.petronetlng.in); Bidders are requested to visit the website regularly to keep themselves updated.
- No tender documents will be sold / issued to the bidders who are on holiday by PLL (if any). If the documents were issued inadvertently / downloaded from website, offers submitted by such bidder shall not be considered if the bidder is on holiday as stated above on the due date of Bid submission, Offer/ proposal from such bidder shall be returned. The above is with prejudice to other rights of PLL.
- PLL reserves the right not to issue the tender document and/or accept or reject any or all the proposals at any stage of the process and/or annul / modify the process without assigning any reasons at its sole discretion.

Contact details are given below:

**Amit Verma**

**Chief Manager (C&P)**

**Petronet LNG Limited**

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