	<b>WAH BRASS MILL (PVT) LTD.</b>	PUR/4/002
	<b>TENDER ENQUIRY FOR INSURANCE COVERAGE</b>	Issue-1
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M/s \_\_\_\_\_  
\_\_\_\_\_

Dear Sir / Madam,

Ref'nce: **TENDER ENQUIRY NO. 30-INSURACNE COVER-PUR-WBM-2020-21, DT. 27-5-2021**

Wah Brass Mill (Pvt) Ltd., is a state of the art newly-up graded manufacturing Facility which is registered company of Securities & Exchange Commission of Pakistan and subsidiary of Wah Industries Ltd., Wah Cantt. We intend to appoint an insurance company for insurance of assets, vehicles & imports consignments (detail specs given in the Schedule to Tender attached) for the fiscal year 2021-22 and extendable for the year 2022-23 on the basis of performance.

You are requested to offer most economical / competitive rates and submit sealed quotations for the risk covered as noted on the schedule to the Tender. A brief about Method of Submission of Tender, General Instructions, Payment Terms & Other Instructions together with Schedule to tender are given in the proceeding paragraphs:

**1. SUBMISSION OF TENDER**

1.1 Please quote in accordance with PPRA Rules 2004, single stage Single envelope method, as under:-


Each bid shall comprise one single envelope containing, separately, financial proposal and technical proposal (if any). All bids received shall be opened and evaluated in the manner prescribed in the bidding document. Following documents must be provided alongwith the offer:-

- i) PACRA and JCR Rating Certificate.
- ii) No litigation Certificate
- iii) Undertaking of Non-blacklisting issued by authorized person of the Insurance company on judicial paper.

1.2 Tenders will be opened at **10:00** hours on **18-6-2021** (Friday) and must reach POF Bids Centre through Air mail / courier on or before the specified time. The tenders received late will not be entertained. The bids "By hand" will be received in the Bid center till 30 minutes before the time of Bid opening. You may witness the opening of the tender if you so desire. If a representative is deputed, he should bring a letter of authority. **Venue of Tender Opening is POFs Bid Centre (Room No. 02), Behind Rabta Hall, POF, Wah Cantt.**

1.3 Only one tender should be included in one envelope. The outside of the envelope should be inscribed with:-

<b>Tender Enquiry No: <u>30-INSURANCE COVER-PUR-WBM-2020-21, DT. 27-5-2021</u></b>	
<b>Tender to be opened on : <u>18-6-2021</u></b>	
<b>Address</b>	<b>: Chief Executive Officer, Wah Brass Mill (Pvt) Ltd.,</b>
	<b>: POF's Bid Centre (Room No 02), Behind Rabita Hall,</b>
	<b>: POFs, <u>Wah Cantt (PAKISTAN)</u> Post Code (47040).</b>
<b>Phone</b>	<b>: 051-9055-21070 , 051-9055-22283</b>
<b>Email</b>	<b>: ceo@wahbrass.com &amp; mdwahbm@hotmail.com</b>

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## 2. **GENERAL INSTRUCTIONS**

The premium shall be filled in the schedule to the Tender Enquiry. The undertaking shall be signed at the bottom of the schedule.

2.1 The quotation must remain valid for at least 90 days from the date of opening of tenders.

2.2 The quotation should hold good for any reduced or enhanced items to be insured.

2.3 In the event of non-acceptance of offer, no intimation will be given to the Tenderer.

2.4 Conditional offers or alternative offers are likely to be ignored.

## 3.0 **TENDER FEE:**

The Tender must be accompanied by a non-refundable fee by means of a Crossed Cheque in favour of CEO- Wah Brass Mill (Pvt) Ltd, Quaid Avenue, (Adjacent POF Main Gate), Wah Cantt. The rates of the tender fee are as follows:-

Net premium quoted upto Rs 01 Lac	:	Rs. 100/-
Net premium quoted from Rs 01 Lac to 05 Lac	:	Rs. 250/-
Net premium quoted over Rs 05 Lac	:	Rs. 500/-

## 4.0 **BID MONEY:**

4.1 Bid Money at the rate of 2% of the quoted value should accompany the Tender in the shape of "Deposit at Call Receipt" from a scheduled Bank drawn in favour of CEO, Wah Brass Mill Pvt Ltd, Wah Cantt. Tenders received without Bid Money will be rejected.


4.2 Bid Money of the unsuccessful Tenderers will be returned as soon as the scrutiny of the tenders is completed. Bid Money of the successful tenderers will be retained until the contract is finalized. Bid Money will be forfeited in case the quotation is withdrawn before the expiry of its validity date.

## 5.0 **ACCEPTANCE OF OFFERS**

The Right to accept or Reject any offer in full or in part, without assigning any reason or to negotiate without prejudice to the original offer is hereby reserved.

## 6.0 **PAYMENT OF PREMIUM**

Payment of premium will be made by means of cross cheque issued in favor the insurance company.

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**7.0** If at any time during the currency of the contract, the purchaser decides to terminate the contract for any reason whatsoever he shall have the right to do so by giving the company a registered notice to that effect

## **8.0 CORRESPONDENCE**

**8.1** All correspondence regarding the Tender shall be addressed to the following:

**WAH BRASS MILLS (PRIVATE) LIMITED**  
(ADJACENT POF MAIN GATE), QAID AVENUE  
**WAH CANTT (PKISTAN).**  
PHONE:+92 51 905521070  
E-MAIL: [ceo@wahbrass.com](mailto:ceo@wahbrass.com)

Attention: **Brig. OSAMAH MAJEED (R)**  
CHIEF EXECUTIVE OFFICER

**8.2** Original quotation / offer must be forwarded through courier to the address mentioned in clause 1.2 of this Tender Enquiry. Offers through e-mails will not be entertained / acceptable.


## **9.0 SECURITY OF INFORMATION**

The insurance company and its employees must not communicate any information relating to the assets of WBM under this enquiry to any person, party or to any press or agent not authorized in writing by **WAH BRASS** to receive it.

Please, return the "Schedule" to the Tender, duly signed by the specified date even if you are unable to quote. If you have any query, you may contact the undersigned for further guidance.

Yours faithfully,

xxxxsdxxx  
AM-SUPPLY CHAIN-WBM  
For Chief Executive Officer  
Wah Brass Mills (Private) Limited  
E-mail: [ceo@wahbrass.com](mailto:ceo@wahbrass.com)

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**TE No. 30-INSURANCE COVER-PUR-WBM-2020-21, DT. 27-5-2021**

**Due On 16<sup>th</sup> June'2021**

Sr. No.	Nature of Policy	Risks Covered	Description	Net Premium (Rs.)
1.	<b>Fire &amp; allied perils</b>	Fire & lighting	As per Annex-A	
		Risk of strike damage		
		Malicious Damage		
		Explosion		
		Earthquake Fire & Shock		
		Atmospheric Disturbance		
		Aircraft damage		
		Impact damage		
		Electric Shock		
2	<b>Vehicles</b>	Comprehensive	As per Annex-A	
3	<b>Imports Consignments</b>	By Air & By Sea	Raw materials, spares for plant & machinery etc.	

Note:- **A list of items alongwith expected sum required to be insured is enclosed herewith as Annex-A**

**UNDERTAKING:**

Should our offer be accepted, we hereby undertake to render the services contracted, failing which it shall constitute a breach of contract, and Wah Brass Mill Pvt Ltd, shall have the right to hire the services from elsewhere at our risk and cost.

Place \_\_\_\_\_

Date \_\_\_\_\_

Firm's Name \_\_\_\_\_

Signature of the Tendered \_\_\_\_\_

Name \_\_\_\_\_

Position \_\_\_\_\_

Address \_\_\_\_\_