



**NOTIFICATION OF TENDER FOR THE APPOINTMENT OF INSURER FOR MARINE CARGO
OPEN COVER INSURANCE AND WAR RISK & SRCC INSURANCE FOR FY 2025-26 OF
PETRONET LNG LIMITED**

Petronet LNG Limited, a company with its registered office at World Trade Centre, 1st 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 from insurance companies for **Marine Cargo Open Cover Insurance and War Risk & SRCC Insurance for FY 2025-26 of Petronet LNG Limited** from prospective bidders to submit their bid in accordance with Tender Document **PLLDELFI000162025**.

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.

Bid Eligibility Criteria (BEC) – Selection of Insurer

#	Parameters	Supporting Documents
1	The Bidder must have non-life Insurer accreditation with IRDAI in India, which is valid as on bid submission date. Note: Bidder may submit the IRDAI Registration Certificate/Renewal Letter/Renewal Fee Payment Slip for FY2024- 2025 or FY 2025-2026.	<i>Bidder 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 Marine Cargo Open Cover Policy and/or War and SRCC Insurance either as Lead Insurer/Co-Insurer having the following characteristics: a. Policy period of minimum 12 months; and b. Minimum per bottom limit in case of import of INR 200 Crore for any one conveyance; and	<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</i>

	<p>c. Minimum per bottom limit of INR 200 Crore for any one location; and</p> <p>d. Issued in any of the last seven calendar year (i.e., 2018, 2019, 2020, 2021, 2022, 2023 & 2024).</p>	<p><i>countersigned by Authorized Signatory.</i></p>
3	<p>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.</p>	<p><i>Bidder to submit certificate from Chartered Accountant in Practice in the form attached as EXHIBIT 2 with his seal/signature and UDIN number.</i></p>
4	<p>Net worth of the bidder as on 31st March, 2024 must be positive. (Refer Note (i))</p>	<p><i>Bidder to submit certificate from Chartered Accountant in Practice in the form attached as EXHIBIT 2 with his seal/signature and UDIN number.</i></p>

Note:

- i. Positive Net Worth criteria is waived for PSU insurance companies considering Ministry of Finance, Office Memorandum dated 5th December 2023.
- ii. PLL reserves the right to call for any further information that it deems necessary. In case, the Company 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.
- iii. Any work order executed for PLL by any Bidder will not require any certification from Notary public.

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	Tender for Appointment of Insurer for Marine Cargo Open Cover Insurance and War and SRCC Insurance for 2025-26 of Petronet LNG Limited.
2.	Tender No.	Tender No. PLLDELFI000162025
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 28 th March 2025. Insurance Policy to be issued for the period 1 st April 2025 to 31 st March, 2026 (both days inclusive).
6.	Site Location	Petronet LNG Limited, New Delhi Office.
7.	Bidding Document fee/Tender fee (non-refundable)	INR 1,000- (Indian Rupees One Thousand Only). (The 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 via email on any working day from 10:00 hours 07/03/2025 to 19/03/2025 up to (15:00 hours). Tel. No. 011-23472525 Email: cnp@petronetlng.in
9.	Mode of payment of Tender fee	Tender Fees to submitted online through link given below https://www.petronetlng.in/emd/tender?number=PLLDELFI000162025 (refer Instruction for Submission of Tender fees)
10.	Contact Details and Address of Tender Dealing Officer	Designation: Manager (C&P) E-mail: cnp@petronetlng.in 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 March 20, 2025 (1500 Hrs.) .
12.	Last date for	On or before March 13, 2025 (1500 Hours)

	submission of Query	(Through email on cnp@petronetlng.in) 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
13	Date for Pre-Bid Meeting	March 12, 2025 The Pre-Bid Meeting shall be conducted online. 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 cnp@petronetlng.in on or before March 11, 2025 (1500 Hrs.) . 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 ITB.
15	Bid Validity	Till 01 st April 2025.

Instruction for Submission of Tender fees

- a. Please click or copy the link to the browser
- 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.

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

- 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; 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:

Chief Manager (C&P)
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Babar Road, Barakhamba Lane,
New Delhi-110 001
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Email id: cnp@petronetlng.in