

राजभाषा हिन्दी देश की एकता का प्रतीक

दि न्यू इण्डिया एश्योरंस कं. लि.

हैदराबाद क्षेत्रीय कार्यालय

न्यू इंडिया भवन , प्लॉट न 1, 2 एवं 3  
हब्सीगुडा , आई पी, उप्पल, हैदराबाद : 50007  
500007



THE NEW INDIA ASSURANCE CO.LTD.  
HYDERABAD REGIONAL OFFICE  
New India Bhawan , Plot No. 1 , 2 & 3  
Habsiguda , I P , Uppal, Hyderabad—

CIN No: L66000MH1919GO1000526

Tender reference No. HRO/Estb&Estt/2024-25/05

Dt.28/08/2024

Re: Empanelment of Contractors for civil and related works for The New India Assurance Co.Ltd.,  
- New India Bhavan, Uppal / Company owned flats / Guest house in Hyderabad /  
Secunderabad.

Applications are Invited from reputed firms/vendors/contractors having their offices in Hyderabad/Secunderabad, for empanelment by The New India Assurance co.Ltd., Hyderabad Regional Office (here in after referred to as company ) as Civil Contractors (Plumbing, Painting, Masonry, Tiles laying ) and contractor for carpentry works. As per specimen Annexure 1.

The interested firms are requested to fill up separate forms for each category which may be downloaded from our website [www.newindia.co.in](http://www.newindia.co.in) or obtained from our office at the address given below.

The application should be accompanied with a DD/pay order in favor of The New India Assurance Co.Ltd" payable at Hyderabad for an amount of Rs . 2,000/- as EMD which is refundable and tender fee of Rs.590/- (500+GST) which is non-refundable.

Please fill separate forms for each category applied for i.e (Refer Annexure II)

1. Contractor for Civil works (Plumbing, painting, Masonry and tiles laying works )
2. Contractor for Carpentry work

If the firm/vendor etc., is applying for more than one category, they must submit separate application with separate DD/Pay order of Rs.2,000/- for EMD and tender fee Rs. 590/- each.

The selected bidder will have to submit separate DD of 5,000/- towards security Deposit. Both EMD and Security deposit will be refunded after expiry of empanelment period i.e. 3 years without any interest. MSME firms are exempted from payment of EMD (Attested copy of appropriate certificate from the competent authority should be attached.

The envelope should be super scribed as APPLICATION FOR EMPANELMENT AS CONTRACTOR FOR CIVIL WORKS /CONTRACTOR FOR CARPENTRY WORKS as the case may be, and the application should be submitted to :

The Regional Manager,  
Estate and Establishment Department  
The New India Assurance Co.Ltd., Hyderabad Regional Office  
New India Bhavan, Plot No 1,2,3 Habsiguda,IP-Uppal, Hyderabad-500007

  
Regional Manager

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पंजीकृत एवं प्रधान कार्यालय : दि न्यू इंडिया एश्योरंस बिल्डिंग , 87, महात्मा गांधी मार्ग  
Regd. & H.O. New India Assurance Building, 87, M G Road, FORT, Mumbai-400001  
Website : <http://newindia.co>



दि न्यू इण्डिया एश्योरंस कं. लि.  
हैदराबाद क्षेत्रीय कार्यालय  
न्यू इंडिया भवन , प्लॉट न 1, 2 एवं 3  
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: 2 :

1. The vendors will be short listed based on their suitability, expertise, experience etc. and valid documents submitted by them.
2. Incomplete tender or tenders submitted with qualifying conditions at variance with terms and conditions of tender are liable to be rejected summarily. The New India Assurance Co.Ltd. will have full liberty in regard to the formation of panels and its decision shall be final and uncontestable.
3. The applicant should be based in Hyderabad /Secunderabad . Preference shall be given to those who has worked for central/state government, PSU, PSBs, Public Sector Insurance Cos.
4. Please note that in case a vendor is selected to be on the panel of New India Assurance Co.Ltd., they will have to deposit an amount of Rs. 5,000/- (Rupees five thousand) with New India Assurance Co.Ltd., as security Deposit which will remain interest free with New India Assurance CO. Ltd., for a period of three years from date of empanelment. Under any circumstances, the security deposit will not be refunded before the expiry of this period.
5. It will be binding on the vendor, once empanelled, to submit their bid for every tender floated by New India Assurance Co Ltd., which lies within the type of work applied for by them. If the vendor fails to bid for tenders more than two times or doesn't accept the work allotted to him/her more than two times, he/she shall be liable to be blacklisted.
6. Panel remains valid for three years from the date of issue of empanelment letter. The Company reserves the right to terminate or extend the period the panel.
7. All applicants are required to fill the declaration as per specimen Annexure III .
8. Incomplete forms are liable for rejection. Non-submission of any of the required documents will lead to disqualification. The company reserves the right to accept or reject any/all applications without assigning any reason thereof.
9. The applicant must attach the following documents for the type of work he/she is applying for: Completion certificate of successful completion of similar works from client shall be submitted. The works executed during last 7 years ending last day of month previous to the one in which applications are invited should be either of the following.
  - A) One similar completed works costing not less than the amount equal to 80% of the category applying for. ( OR )
  - B) Two similar completed works costing not less than the amount equal to 50% of the category applying for. ( OR )
  - C) Three similar completed works costing not less than the amount equal to 40% of category applying for.
  - D) Last date of submission of application on or before by 3 PM 23/09/2024 (applications received after the deadline will not be accepted).

REGIONAL MANAGER

ESTATE AND ESTABLISHMENT DEPT., HYDERABAD



पंजीकृत एवं प्रधान कार्यालय : दि न्यू इंडिया एश्योरंस बिल्डिंग , 87, महात्मा गांधी मार्ग , फोर्ट मुम्बई.  
Regd. & H.O. New India Assurance Building, 87, M G Road, FORT, Mumbai-400001  
Website : <http://newindia.co>