



KOLKATA PORT TRUST
HALDIA DOCK COMPLEX

Finance Division

Finance Division's Office, Jawahar Tower Complex, Haldia Township,

Dist – Purba Medinipur, Pin-721 607, Phone no. (03224) 263170, Fax No. (03224) 63343



Ref No.: CP/FD/ 755/1045

Dated: 01/08/2016

To
The National Insurance Co. Ltd.
The Oriental Insurance Co Ltd.
The New India Assurance Co. Ltd.
The United India Insurance Co. Ltd.
Haldia Branch.

Dear sir,

**Sub: Vault Insurance for Fire & Burglary and House Breaking
and Transit Insurance.**

We would like to inform that we have a vault at ground floor of our Jawahar Tower Building in which the daily collection and the amount withdrawn from bank to meet our day to day cash requirement are kept. For the safeguard of vault we are deploying about 2 No.s armed Central Industrial Security Force personnel round the clock through out the year and at the same time we also insure our Vault with an Insurance Company against “Fire” as well as “Burglary and house Breaking.” “Transit Policy”

We are also having a transit insurance for Covering the risk involved while the money is in transit in it's way to our vault at Jawahar Tower Building from Banks (situated at a distance of about 15 KM approx) collection from General Gargo Berth, Chiranjibpur office, Phosphate Berth, Truck Terminal at City Centre or on it's way to our payment sites. For the safer movement of cash we always deploy Armed Personnel of Central Industrial security Force.


The existing insurance contract covering the above mentioned risk i.e; “Fire”, “Burglary and House Breaking” and “Transit Policy” is going to expire soon. Hence we want to enter into a fresh contract for a period of 01 (One) year for the above risk coverage which would become operative from 0.00 hours of 07/10/2016. The insured Amount would be Rs. 10.00 Lakhs perday against “Fire” and “Burglary and House Breaking” and for “Transit Policy” and the estimated Annual Amount of Money in Transit would be Rs.10.00 Crores with single carrying limit of Rs.10.00 Lakhs.

You are requested to go through the existing over-all security Arrangement, mode of transportation of money and other relevant details in around Jawahar Tower etc. And quote your most favourable rates along with details terms and condition within 11-00 A.M of 18/08/2016 in sealed envelope duly super scribed as “Vault Insurance” Not to be opened to General Manager (Finance)'s office. The offers would be opened at 11-30 A.M. on the same day. You may like to be present at the time of opening. However, before quoting the rate you may like to contact Sri Bikash Ranjan Roy, Treasurer to obtain any further information which you may think, would be necessary for the purpose.

The above invitation of Vault Insurance is also available at our websites: www.kolkataporttrust.gov.in and /or www.haldiadock.gov.in

Thanking You,

Yours' Faithfully,


General Manager (Finance) I/C,
Haldia Dock Complex.

Copy to Dy. CVO - for his information please. He may like to depute official of his office for the tender opening.