



INDRAPRASTHA INSTITUTE OF INFORMATION TECHNOLOGY, DELHI (IIIT-DELHI)
A State University Established by the GNCTD
Okhla Industrial Estate, Phase III
New Delhi 110020 (Tel No 011-26907563,
(Website: www.iiitd.ac.in)

NOTICE INVITING TENDER FOR INSURANCE OF IIITD CAMPUS ASSETS .
AT OKHLA, PHASE III , NEW DELHI-110020

Tender No- 16/2022 dated 19.09.2022

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Time schedule for tender process:

Name of Work:	Tender for Insurance of IIITD Campus Assets at Okhla Phase-III, New Delhi-110020.
Tender No	16/2022 dated 19.09.2022
Tender Fee/cost	Rs.590/- including 18% GST (Rupees Five Hundred Ninety only) in the form of a demand draft/ pay order in favor of IIIT-Delhi Collections which is non-refundable. NEFT Transfer A/c details are as under: Bank - HDFC Bank LTD , Okhla Industrial Area Phase –III New Delhi 110020 Beneficiary's Name - IIIT Delhi Collections Account No - 20741110000035 IFSC code- HDFC0002074 In case of on-line payment of Tender Fees - UTR No. (For Tender Fee)
Issue of tender document commence from (Tender document available from www.iiitd.ac.in)	19 th Sept 2022
Pre-bid meeting	A pre bid meeting will be held as on 26th Sept 2022 at 2.30 PM - Any doubts or queries of the potential bidders will be addressed during the meeting. Venue: 5th Floor, Board Room , Academic Block, IIITD Campus Okhla Phase-III, New Delhi-110020
Last date for receipt of duly filled in tenders	30th Sept 2022 at 1500 Hrs. (tender deposit in the Tender Box kept on 2nd Floor of Academic Block of the Institute)
Date and Time of the opening Technical Bids	30th Sept 2022 at 3:30PM
Address for communication & submission of tender documents and opening of technical bid	Registrar, IIIT-DELHI, Okhla Industrial Area, Phase III, New Delhi 110020
Call For presentation for shortlisted bidders	Will be communicated to vendors by email
In case of any clarification required relating to this tender the same can be sought from the following officers of IIITD in writing /email:	CE cum EO, Er. Sanjay Roy / Dy Mgr Elect : Sh Umesh email ID: admin-project@iiitd.ac.in phone no- 01126907563/564/565

WNote: This tender document contains 17 Nos. pages (total no of pages including Annexure) and tenderers are requested to sign on all the pages.

1. INTRODUCTION

Indraprastha Institute of Information Technology Delhi (IIIT-Delhi) was created by an Act of GNCTD Delhi empowering it to carry out Research led Educational programs in Information Technology and grant degrees. The General Council is the apex body of the Institute, chaired by Hon'ble Lt. Governor of Delhi and the Board of Governors is the policy and decision-making body of the Institute. The Senate is empowered to take all academic decisions.

The buildings and assets are utilized for the purpose of academic professional research based education in the field of Information Technology, Computer Sciences Electronics and Communication and allied fields. There are 15 buildings - Residence towers 2 Nos with 70 families, 4 Nos hostel blocks with 1800 seating capacity , R&D Block, Lecture Hall complex Block, Academic Block, Lecture Hall block , Library block, 4 Nos of Sewage Treatment Plants , 1 Service Block with 11KVA ESS and 3 Nos DG Sets, Two pump rooms underground with storage tanks, Two AC plant rooms for campus air-conditioning using chillers.

2. NOTICE INVITING TENDER

Sealed tenders are invited on behalf of the Director, IIIT DELHI from the IRDA accredited Insurance companies /Registered Brokers under “Two Envelope System” from interested tenderers for selection of an Insurance company / Registered Brokers/ for the Assets Insurance of IIIT-Delhi Campus. The insurance company/ broker should have experience of at least 7years in the relevant property insurance field.

- a. Agencies are requested to inspect the premises before the pre bid meeting/tendering.
- b. TWO ENVELOPE SYSTEM” shall be followed for this tender. Tenderer should take due care to submit the tender in accordance with requirement in sealed covers. Bids received shall be evaluated as per the parameters for selections prescribed in the tender document, Quotes as per the RFP followed by a presentation by the selected Insurance Cos./ registered brokers. IIIT- Delhi will not entertain any modifications subsequent to opening of bids and bids not conforming to tender conditions shall be liable to be rejected. Therefore bidders are advised to submit their bids complete in all the clauses of Bid Evaluation Criteria, General , Terms and Conditions and compliance to the scope of work requirement etc. and shall be placed in the **Envelope A**

Tender documents for Property Insurance can be obtained from office of the CE&EO /IIITD Website from ‘19th Sept 2022, on all working days between ‘10AM to 5:30PM. The cost of tender must be in the form of a Demand Draft drawn in favour of **IIIT-DELHI Collections** Account and should be accompanied with the envelope containing the bids.

The tender document is not transferable to any other person. The tender can also be downloaded from the IIITD’s official website. The tenderer who have downloaded the tender document from the website should send a Demand draft of **Rs. 590/-** (Rupees Five hundred ninety only) for Tender Fees.

The tender fee Demand draft should be kept in the Bid Cover as part of Envelope A along with supporting documents and Bid Declaration form ([Annexure XX](#)),
The financial bid be placed in **Envelope B** .

Both the bids to be placed in one envelope and be superscribed as ‘**Tender for Asset Insurance at IIIT-DELHI Campus**’. This main envelope should be addressed to the ‘CE&EO, IIITD Campus, Okhla, Phase III, New Delhi, and should reach on or 30.09.2022 at the address as mentioned above by 3:00 PM.

General Instructions

1. Tender shall be submitted in prescribed tender form only. The tender shall be liable for rejection if not submitted in the prescribed format.
2. The name and address of the tenderer must be clearly written in the space provided and no overwriting, correction, insertion shall be permitted in any part of the tender.
3. The tender is liable to be rejected if complete information is not given there in or if the particulars of data (if any) asked for in the Tender document are not filled in.
4. Tenders received after the specified date and time, due to whatever reason, shall not be considered for bidding and no request in this regard shall be entertained on delay in courier/any reason.
5. The tender may be dropped in TenderBox placed at IInd floor of the Old Academic/Admin block. The tender documents received by post/courier and other means will not be entertained after mentioned date/time. It is the responsibility of the tenderer to ensure that his tender enquiry reaches in time to the IIIT-DELHI.
 - a. All the technical bids will be opened by the Committee authorized for this purpose in the presence of tenderers/authorized person(s) of the tenderers on 'date and time to be informed to the bidders
 - b. For the presentation of the technically qualified tenderers will be informed accordingly.

IIITD reserves its right to accept or reject any bid in part or whole without assigning any reason whatsoever.

TERMS & CONDITIONS

1. **Opening of the Tender:**
Tenders will be opened for technical bids on the announced date and in the presence of representative of the bidder.
2. **Alternate Proposals/Alterations/Modifications**
The tenderers' shall quote the rates that strictly comply with the requirement of the Institute as detailed in [Annexure I](#). Any alterations and /or modifications in the [Annexure I](#) and / or offer of conditional rebate will be rejected.
3. **Rate:**
The commercial bid should include rate and amount in the prescribed format as mentioned in Annexure-II. The quoted rates should be inclusive of all taxes as applicable
4. **Validity of offer:**
Tenderers must agree to keep their quoted rates open for ninety (90)) days from the stipulated due date of submission. Once the Tender Papers are submitted, no modifications of whatsoever shall be entertained.
5. **Late Offer :**
The bids/offers received after the pre-defined Last Date and Time of submission of Tender shall not be considered and the same shall, summarily be rejected.
6. **GST & other Taxes**
The provision of Goods & Service Tax(GST) and other taxes as applicable from time to time will be binding on the insurance company/agency. Rates quoted are inclusive of taxes as applicable.
7. **Acceptance and Rejection:**
The offers / bids will be evaluated by a committee as would be constituted by the authority of the Institute.

The right to shortlist/reject any or all tenders and/or to accept the whole or any part of the Tenders without assigning any reason whatsoever is vested upon the Institute.

The final selection of the insurance Service Provider for the purpose will be based on a weighted criterion after taking judicious assessment of all the related aspects, especially to the aspects of providing maximum service to the institute. This would include calculation of the reinstatement value of the works and assets. **The decision of the Institute shall be final and bidding in the matter.**
8. **Conciliation & Arbitration:**
 - a. In the event of any dispute/difference which may arise between the parties. It shall be referred for a mutual and amicable settlement between the parties within 30 days from the date of receipt of a written notice raising such dispute by either of the party.
 - b. In case there is no amicable settlement between the parties. The dispute or difference arising in relation to meaning or interpretation of this order, the same shall be referred to a sole arbitrator to be appointed by 'Director IIITD.

- c. 'The Arbitration and Conciliation Act 1996 will be applicable to the arbitration proceeding and the venue of the arbitration shall be IIITD Campus, Delhi .
- d. The language of the arbitration proceedings shall be in English. The award of the arbitrator shall be final and binding.
9. IIIT-DELHI reserves its right to remove from the list of approved agencies or to ban/blacklist business dealing with the agency if found to have committed fraud, deception, misconduct etc. and also to suspend business dealings pending investigation.
10. Any legal disputes arising out of any breach of contract pertaining to the part or whole process of this tender shall be settled in the Courts of Delhi.

11. **Authority to Sign:**

The tenderers must sign in full and write their postal corresponding address at the indicated places on all the documents what they would enclose with their bids. In case of a partnership firm all the Partners of the firm or a Person holding Power of Attorney for the firm. (a certified copy of the Partnership Deed / Board Resolution and current address of all the partners/authority person of the firms/LLPs are also to be furnished.

In case of a Limited Company or a Corporation, the documents shall be signed by a duly authorized person holding Power of Attorney for signing the documents, accompanied by copies of the Power of Attorney/Board Resolution.

12. Acceptance of tender will be intimated to the successful tenderer through a letter of intent (LOI) duly signed by the Registrar/Authorized signatory of the IIIT-DELHI. The successful tenderer is required to execute the agreement on a non-judicial stamp paper of Rs. 100/- within the time specified in the LOI
13. The period of insurance will be of one year from the agreed dates likely Oct/Nov 2022-2023 . The tender on the sole discretion of the Institute will be further extendable for the period of one year subsequently for the maximum period of three year on mutually acceptable terms and conditions.
14. The bidder shall submit a declaration certified by CEO/Principal Officer of the Company/their authorized signatory, that there is no event of blacklisting, cancellation and discontinuation of running mandate given to them by any PVT/ PSU/Govt./State entities/IRDA within the preceding five (05) years reckoned as on the last date of submission of document on a Stamp paper of Rs10/- Format at [Annexure XY](#) . Those who do not submit the certificate will stand disqualified without giving any reasons thereof.
 - a) The valuation report attachment is for guidance only. The final agency awarded the work must carry out its own evaluation and if according to such valuation the difference is in +/-10% range, the premium amount shall be adjusted on a prorata basis. Copy of the valuation review report has to be handed over to IIITD.
 - b) The insurance shall be for one year and is extendable on annual extension basis upto maximum three years on basis of due diligence to be carried out by the Institute which may include the insurers performance in terms of claim settlements etc and price offer being competitive at that time.

Declaration by Tenderer on Stamp Paper of Rs10/-

I/We, S/o.....
.....authorized signatory of the agency
hereby declare that I am competent to sign this declaration and execute this tender document.

- I have carefully read and understood all the terms and conditions of the tender and undertaketo abide by them.
- I declare that neither the agency nor myself are debarred by any of the Pvt./Govt./PSU organization.
- The information / documents furnished along with the technical and financial bids are true and authentic to the best of my knowledge and belief. I have no objection to IIT DELHI verifying any or all the information furnished in this document with the concerned authorities,if necessary. I/We , am/are well aware of the fact that furnishing of any false information/ fabricated document would lead to rejection of my tender at any stage besides liabilities towards prosecution under appropriate law.
- The bidder has not undergone anysuspension or cancellation of license by IRDA.

The authorized signatory of the
Agency:.....

Name of the Authorized
Signatory:.....

Address:
.....

Contact No
.....

Date:

Place:

ANNEXURE I

ELIGIBILITY CRITERIA (Please fill in all the details. Information of Profile will be used for technical evaluation and is part of the eligibility criteria)

Sr. No.	Required information of profile	Details to be given by the agency / firm / company.
1	Name of the firm / company(as registered)	
2	Address of the Head Office of the firm /company (Submit proof).	
3	Address of the firm / company of Delhi office (Submit proof).	
4	Legal status - (individual, proprietary, partnership firm, limited /LLPs company, corporation, etc.-(Submit proof))	
5	Name, designation, and telephone nos. of the contact person. Fax No. E-mail id	
6	Date of establishment of firm / company/LLP (Submit proof)	
7	Period from which accredited with Insurance Regulatory Development Authority of India (IRDAI)- (Submit proof) Not less than 7 years experience in field of general insurance	
8	Avg Annual Turnover for last 3 years for Insurance Business not less than 1000 Crores	Annual Turnover (Rs in Crores)
	2021-2022	
	2020-2021	
	2019-2020	
9	Cancelled Cheque (to be enclosed)	
	List of the Clients (with Contact persons, Mobile/Tel No, email) being served during the last three years	
10	Statutory details (Photocopies to be submitted):	
	a] Registration number of the firm.	
	b] Registration number issued by Registrar of Companies (if any)	
	c] PAN	
	d] GST - Registration number	
11	Should have provided insurance to one PSU/State /Central Govt Undertaking/body/University	
12	The co should have provided insurance cover to PSU/Govt/Pvt Sector Institutions in last 7 years as under At least three institutions with Assets not less than 200 crores each OR At least two institutions with assets not less than 300 crores each OR At least one institutions with assets not less than 400 crores each	
13	The Co should have solvency ratio as prescribed be by the IRDAI	

The financial bids of only those bidders ,who qualify minimum eligibility criteria and fulfilling terms and conditions specified in technical bid only will be opened.

PREQUALIFICATION CRITERION

S.No.	PARAMETERS	DOCUMENTS	MAXIMUM	SCORES
1.	Number of years since license /registration given by IRDAI as on 31/3/2022 a)1-5 years b)above5 and upto8 years c)above8 and upto 10 years d)above 10 years	Self attested certificate copies to be provided	10	4points 6points 8points 10points
2	Property Premium underwritten in India as on 31/03/2022 Upto 250 Crore 251-500 Crores 501-750 Crores Above 750 Crores	Provide self attested details	10	4points 6points 8points 10points
3	Solvency Ratio as per IRDAI data Less than1.5 1.5-2.00 More than 2.	Self attested copy of CA certificate to be provided	10	0points 5points 10points
3	Total Number of Colleges/ Institutes serviced by you. 1-5 Above 5and upto 10 Above 10 and upto 15 Above 15	Copy of PO for Property Insurance	20	5 points 7 points 10 points 20 points
4	Property Insurance Claim success ratio: At least One time claim settled for the max amount in Upto Rs 50 Crore Above 50 Crore-100 Crores More than 100 Crore	Copy of settlement Order	10	5 points 7 points 10 points
5	Total Nos of claim settled how many clients of over 500 crores assets - quantum of claims settled Upto5 Above 5 upto 10 Above 10 upto15 Above 15	2019-2020 2020-2021 2021-2022	10	4points 6points 8points 10points
6	Credit Ratings by Rating Agencies/International & Domestic if any Please specify	Copy to be enclosed.	10	
7	Market Share as on 31.3.2022(% as per IRDAI) 0-2 3-4 5-6 Above 6	Supporting certificate self attested copy to be provided	10	4points 6points 8points 10points

8	Gross total property underwritten within India as on 31.3.2022 Including Fire etc. Upto 250 Crores From 251 Crores to 500 Crores From 501 Crores to 750 Crores From 751 Crores to 1000 Crores	Supporting certificate self-attested copy to be provided	10	4points 6points 8points 10points
	Total Marks		100	

Note: Based on the total marks, the financial bid of the top 5 vendors will be opened for financial comparison.

FINANCIAL BID

1. Scope of Insurance Coverage and submission of Rate:

PACKAGE COMPREHENSIVE INSURANCE ON REINSTATEMENT VALUE BASIS						
Communication Address	IIITD Campus , Okhla PhsseIII,, Near Govindpuri Metro station, New Delhi 110020					
Policy Period	2022-2023					
Risk Location	IIITD Campus ,Okhla Phase III New Delhi					
Occupancy	Educational Institute/University					
Coverages On Reinstatement value basis /Replacement value basis for reconstruction /replacement of property lost or destroyed /repair or partial replacement of property damaged to earlier condition. Coverage of earthquake affected building occupants till rehabilitation , rebuilding, through rentals for occupants for such period.		Cost of item for Sum Insured / Limits from 2008-2009 onward to 31/3/2022	Mark up % on coverage for reinstatement value insurance.	Total Sum assured on reinstatement value basis	Premium per annum	Comments
Standard Fire and Special Perils	Requirements	a) 450,96,83,757/- b) 3,95,00,000/-				
Add on Covers:						
Add: Earthquake including	Yes					
Add: STFI	Yes					
Add : Removal of Debris	Yes					
Add: Cyclone ,High velocity winds, Hurricanes	Yes					
Add : Architects, Surveyors and Consulting Engineers Fees	Yes					
Add : Subsidence; Landslide Rockslide	Yes					
Add: Immediate Repair	Yes					
Add: Expenses for Loss Minimization	Yes					
Add: Cost of re writing records	Yes					
Clauses:						
Local Authority Clause	Yes					
Reinstatement Value Clause	Yes					
Designation of Property Clause	Yes					

Deductibles	Location having Sum Insured above INR 100 cr and up to INR 1500 cr - max of INR 10000 for each & every claim				
Sub Total Fire Section	4509683757				
Burglary & House breaking	a)686243818 b)39500000				
First loss-20%					
Theft					
TERRORISM/Vandalism/RSMD					
Deductibles	Subject to max of Rs 2500 for each and every claim amount				
Sub Total Burglary Section	a)686243818 b)39500000				
Money	Nil				
Cash in hand					
Educational Institute					
Deductibles	Subject to max of Rs 1000				
Sub Total Money Section					
Plate Glass, Structural/Aluminum glazing, ACP cladding	5,37,60,548/-				
Deductibles	Subject to max of Rs 2500/-				
Sub Total Plate Glass Section					
Neon/Glow Sign	Not required				
Deductibles	Subject to max of Rs2500/-				
Sub Total Section					
Breakdown of electrical/mechanical appliances	Not required				
Deductibles	Subject to max of Rs 1,000/-				
Sub Total Electrical/mechanical /IT Section					
Electronic Equipment/IT Assets					
Deductibles	As per Tariff				
Sub Total Electrical/Mechanical Assets Labs/IT	Not required				
Third party Insurance for 363 Nos outsource staff for injury from any accident within periphery of 12m from buildings due to falling bldg. parts/plant and machinery-Public Liability					
Grand Total of All Sections-Net premium					
Add : GST		18%			
Total of all sections including GST					
Please note:					
1. Quotes to be strictly given in the format provided.					

2. Deviation in coverages if any to be mentioned in Remarks Column.
3. Terms and Conditions and Excess to be mentioned in all sections if any applicable as the format above.
4. IIITD does not bind itself to accept or reject any tender in part or whole or any component whatsoever
5. In case of addition / obsolence /disposal of assets the premium values would be added/reduced on prorata basis
- 6. The weighted mean of the sum insured and mark up for reinstatement value and the premium will be used for shortlisting and assessment of the bids.**
- 7. COMPREHENSIVE RISK ASSESSMENT REPORT IS ENCLOSED (Annexure-Y)**

A.2. Further information relating to the content at A.1 :

While submitting the quotation against this Tender Notice, the prospective Insurance service providers will have to intimate the Institute Authority of following without any ambiguity whatsoever:

- i. Name, address, mobile phone number, e-mail address of the person(s)
- ii. Name, address, mobile phone number, e-mail address of the person(s)
- iii. The event/incident wise list(s) of documents(s) as would be required to be submitted by the Claimants to get payment / reimbursement of the insurance coverage amount for the Events/incidents detailed.
- iv. Name of the person and designation who has claim setting power: Director, IIITD
In case of non-settlement IIITD shall have the right to escalate the matter as per prevailing laws.
 - a) The average Claim Acceptance period shall not exceed 90 days.
 - b) The Site Inspection and Assessment before tendering is essential before bidding /submission of bids.
 - c) No extra shall be payable on lack of knowledge of the site and assets. You are requested to visit site before submission of bids.
 - d) Rates per crore may be mentioned and taxes to be indicated separately for complete bid.
 - e) The calculation of the reinstatement /replacement value of the assets have to be made by the IRDA approved Insurance /Registered Broking Co. The valuation should be got done by the Insurance Company at their cost and a copy of the report should be shared with the Institute
 - f) Exclusions, if any, should be clearly specified by the Insurance Company as part of the Technical Bid.
 - g) In continuation to above please explain the “settlement procedure” in detail including maximum period of time required for settlement not beyond 90 days.
 - h) Canvassing, Fraud and Corrupt practices
Bidders are hereby informed that canvassing in any form for influencing the process of notification of award would result in disqualification of the Bidder. Further, they shall observe the highest

standard of ethics and will not indulge in any corrupt, fraudulent, coercive, undesirable or restrictive practices, as the case may be. "Corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official. "Fraudulent practice" means a misrepresentation of facts in order to influence Tender process or an execution of a contract to the detriment of the scheme and includes collusive practice among bidding Insurers/Authorized Representative (prior to or after bid submission) designed to establish bid prices at artificially non-competitive levels and to deprive the scheme the benefit of free and open competition; IIT-D will reject a proposal for award if it determines that the Insurer/Insurers have engaged in corrupt or fraudulent practices. IIT-D will declare a firm ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the bidding Insurer/Insurers have engaged in corrupt and fraudulent practices in competing for, or in executing a contract.

Signature of the bidder

“Exempted Bid Security Declaration Form”

Date: _____ Tender No. _____

To (insert complete name and address of the purchaser)

I/We. The undersigned, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of one year from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We

- a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid;
- or
- b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Security Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: _____ (signature of person whose name and capacity are shown)

Name: (complete name of person signing he Bid Security Declaration)

Duly authorized to sign the bid for an on behalf of (complete name of Bidder)

Dated on _____ day of _____ (date of signing)

Corporate Seal

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**FORMAT OF UNDERTAKING, TO BE FURNISHED ON COMPANY LETTER HEAD WITH
REGARD TO BLACKLISTING/ NON- DEBARMENT, BY ORGANISATION**

UNDERTAKING REGARDING BLACKLISTING / NON – DEBARMENT

We hereby confirm and declare that we, M/s -----, is not blacklisted/ De-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which we have Executed/ Undertaken the works/ Services during the last 5 years.

For -----
Authorised Signatory Date:

PROPERTY RISK INSPECTION REPORT

Name of the Client

Indraprastha Institute of Information
Technology, Delhi

Location

Okhla Industrial Estate, Phase III, near Govind
Puri Metro Station, New Delhi, Delhi 110020

Physical Inspection Date

03-Aug-2022

Risk Engineer name & Contact details

Siddhant Sharma

Email: Siddhant.Sharma@godigit.com

Intermediary

Ace Insurance Brokers Pvt. Ltd.

Disclaimer: The information contained herein is not meant to imply that every possible hazard has been identified, or that no other hazards exist. The Go Digit General Insurance Ltd. specifically disclaims any warranty or representation that compliance with any advice contained herein will make any premises or operations safe or comply with any health standards, law, rule, or regulation. Nothing contained herein shall be construed as indicating the existence or availability of coverage under any policy for any property or type of loss or damage.

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Purpose of Survey

This is the property loss prevention survey conducted by Go Digit General Insurance Limited. The purpose of the survey was to gather information regarding the facility's general construction, occupancy, operations, hazards, protection, exposures, etc. This information has been used to evaluate the existing loss prevention and control measures, as well as providing a basis for recommended improvements to further reduce the overall exposure to property, through M-COPE (Management, Construction, Occupation, Protection and Exposures)

Changes Since last Risk Inspection

This is the first risk survey conducted by Go Digit General Insurance Limited.



Overview:

Indraprastha Institute of Information Technology, Delhi is an autonomous State University located in Delhi, India. It is a research-oriented institute with a focus on Computer Science and allied areas including PHD. IIIT-Delhi was established by the Government of Delhi in 2008 as per the IIIT-Delhi Act. The IIIT-Delhi Act ensures administrative and academic autonomy. The General Council is the highest body overseeing the institute, and advises the Vice-Chancellor. The Chancellor of the Institute is the Lt. Governor of Delhi, who also chairs the General Council of the Institute. The Board of Governors consists of the Director, the Chairman, four experts, two government nominees and two professors. The Board decides the salaries, the number of positions and selects the four experts. The Senate and Board can start degrees/programs. The Senate is empowered to take all academic decisions. The Institute's operational head is the Director. Overall policy making and governance rests with the Board of Governors (BOG).

Occupancy:

Indraprastha Institute of Information Technology, Delhi is an autonomous State University located in Delhi. There is no such manufacturing process takes place at the location.

As no Manufacturing activities takes place at the location, Process Fire Hazard and Explosion Hazard are almost nil. Furthermore, the University is equipped with multiple Fire Protection and Prevention devices which are in well working condition.

Construction:

There are multiple buildings (around 18) within the campus. Average number of floors are up to 11 floors. The building conditions were observed very well. Hostel is also there within the campus having the strength of around 1800 Students. There are total 3 server rooms where temperature monitoring done for 24x7.

Protection:

In fire protection systems, full-fledged hydrant system and fire extinguishers are installed in the whole college premises.

Sprinkler system and smoke detectors also installed. Fire extinguishers installed at multiple locations.

Prevention:

- Multiple Security guards deployed at the plant for 24x7.
- CCTV cameras are installed in the whole plant which are monitored by their HR, IT and security team.
- Mock drills are conducted on quarterly basis.
- Proper drainage system has been provided in the premises.
- Security in the college is taken care by security agency. CCTV cameras are also installed in the plant, cameras are monitored.

Exposures:

Surrounding exposure can be taken Low for the site. Further the exposure towards Flood/Lightening is also Low. Lightening arrestors also installed.

Claim details:

There have been nil fire claims and major breakdowns reported in the plant since past 3 years, as reported during the inspection.

ANNEXURES

ANNEXURE – 1 Earthquake



ANNEXURE – 2 Cyclones

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ANNEXURE – 3 Flood Hazard

