



SUGAR INDUSTRY AUTHORITY

TENDER NOTICE

INSURANCE PLACEMENT

Tenders are invited from insurance brokers which are pre-qualified by the Financial Services Commission (FSC) and registered with the National Contracts Commissions (NCC) to provide insurance services to the Sugar Industry Authority

Pre-qualified brokers and insurers will be required to submit in their tenders:

- i) Copies of a valid Tax Compliance Certificates (TCCs), indicating tax compliance at the time of submission of tenders;
- ii) Copy of a NCC registration certificate in the category of Insurance Services, reflecting validity at the time of tender;
- iii) Copy of a valid Certificate of Registration from the Financial Services Commission (FSC).
- iv) A like-for-like proposal and a maximum of two (2) alternative proposal(s).

Cover is required for the following classes of insurance: -

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| 1) Commercial All Risks | 8) Loss of Money |
| 2) Computer All Risks | 9) Fidelity Guarantee |
| 3) Machinery & Equipment All Risks | 10) Public/Products Liability |
| 4) Machinery Breakdown | 11) Goods in Transit |
| 5) Business Interruption | 12) Special Type Motor Comprehensive |
| 6) Employer's Liability | 13) Motor Contingent Liability |
| 7) Commercial Motor Comprehensive (Company) | 14) Combined Motor Comprehensive (Staff) |

The period of placement will be (3) three years

Tender packages can be obtained at a non-refundable fee of \$3,500.00 (Cash or Manager's cheque) from Monday, October 24, 2018 – November 2, 2018 between the hours of 9:00 a.m. and 3:30 p.m. on weekdays at the address below:

Sugar Industry Authority
5 Trevennion Park Road
Kingston 5
Telephone No: (876) 926-3650-3 or 960-1224-5

Each tender should contain a summary of the risk(s) and should be submitted in duplicate (two identical copies) in sealed envelopes bearing the name of the bidder and clearly addressed as follows; -

RFP # SIA/IS/01/2018
Tender for the Supply of General Insurance Services 2018-2021
Attention: Administration/Procurement Officer
Administration Division
Sugar Industry Authority
5 Trevennion Park Road,
Kingston 5

Tenders must be deposited in the tender box located in:

The Conference Room
First Floor
Sugar Industry Authority
5 Trevennion Park Road
Kingston 5

The deadline for submission of tenders is **3:00 p.m. on Friday, January 4, 2019**

TENDERS SUBMITTED AFTER THIS TIME AND DATE WILL BE REJECTED AS WELL AS TENDERS THAT DO NOT MEET THE REQUIREMENTS SET OUT AT i) – iv).

Tender opening will follow at 3:15 p.m. in the Conference Room at the Sugar Industry Authority, 5 Trevennion Park Road, Kingston 5 in the presence of bidders who choose to attend

Recommendations for award(s) will not necessarily be made in favour of the lowest priced tender but the best overall proposal(s).