

CUTTACK MUNICIPAL CORPORATION, CUTTACK
GOVERNMENT OF ODISHA



SHORT QUOTATION CALL NOTICE

**For The Insurance Agency of Cuttack for Public Liability Insurance / Fire
insurance for Visitors Coming to Book Fair, CUTTACK SAHITYA SAROVAR-2026**

**Office of the Cuttack Municipal Corporation
Biju Bhawan, Choudhary Bazar
Cuttack-753001**

Quotation Call Notice

Notice No. 3118

Date. 12.03.2026

1.	The Commissioner, Cuttack Municipal Corporation (CMC), Cuttack, Government of Odisha invites a sealed quotation from reputed insurance agency of Cuttack for Public Liability Insurance/ Fire insurance for visitors coming to Book Fair, Cuttack Sahitya Sarovara 2026 to be held from 20/03/2026 to 29/03/2026 . The interested insurance Agency, as specified in Detailed Tender Call Notice (DTCN), may apply for the same in OFF-LINE mode. (For details visit https://cmccuttack.odisha.gov.in)	
2	Availability of bid document in the website	From 05.00 P.M. of 12.03.2026 to 16.03.2026 up to 5:00 P.M.
3	Last date of receipt of Quotation	16.03.2026 up to 5:00 P.M.
4	Mode of Receipt of Quotation	Through Speed Post/ Registered Post (India Post)/Courier/By Hand and by no other means.
5	Date of opening of Quotation	Date: 17.03.2026 at 12:00 P.M.
6	Address for Business query and correspondence	The Commissioner Cuttack Municipal Corporation, Biju Bhawan, Choudhary Bazaar, Cuttack-753001 E-mail-Id- mccmc@nic.in ,
7	Contact Person	Finance Officer Cuttack Municipal Corporation Biju Bhawan, Choudhary Bazar, Cuttack-753001,

DATE SCHEDULE

1. Other details can be seen in the bidding documents, which is available in website <https://cmccuttack.odisha.gov.in>
2. Subsequent corrigendum, if required, shall appear in the website.
3. Authority reserves the right to cancel the entire bid process or part of it, at any stage without assigning any reason thereof.
4. If the bidders have any queries or require clarification regarding this tender, please submit your queries in mccmc@nic.in



Commissioner

Cuttack Municipal Corporation

Memo No. 3119 / Date 12.03.2026

Copy to Sub-Collector, Sadar, Cuttack/ Tahasildar, Sadar, Cuttack/D.I.& P.R.O., Cuttack & Asst. Collector (Nizarat), Collectorate, Cuttack with a request to paste the quotation call notice in the Notice Board for information of the general public.



Commissioner
Cuttack Municipal Corporation 2

FINACIAL BID

To
The Commissioner,
Cuttack Municipal Corporation,
Biju Bhawan, Choudhary Bazaar,
Cuttack-753001

Sub: Financial Proposal for **Providing Public Liability Insurance and Fire Insurance
Coverage for "Cuttack Sahitya Sarovara-2026" at Baliyatra Ground, Cuttack**

Name of the Bidder/Insurance Company: _____

Address: _____

Contact No.: _____ Email ID: _____

Sl. No.	Description of Insurance Coverage	Sum Insured	Premium Amount (₹)	GST (₹)	Total Amount (₹)
1	Public Liability Insurance for Visitors	2,00,00,000			
2	Fire Insurance for Gates, Pendants, LED Screens, Stall and other installations	2,00,00,000			
	Grand Total Amount				

Signature of Bidder with Seal

SPECIFICATION

The details for insurance is given Below:

1. Public Liability Insurance for visitors coming to book fair “**Cuttack Sahitya Sarovara 2026**” for **Rupees 2 Crores**.
2. Fire insurance for Gates, Pendals, Stall, LED Screens fitted in different places of Baliyatra ground for **Cuttack Sahitya Sarovara 2026**” for **Rupees 2 Crores** (Sealed quotations shall be received in this office before 16.03.2026 by 5.00 P.M)

TERMS & CONDITIONS

1. The quotation should accompany the insurance premium sheet (Item Wise) per above specifications otherwise the quotation will not be taken into consideration. Priority will be given to the Insurance agency having low premium with higher coverage values.
2. The quotation will be opened at **12.00 P.M.** on **17.03.2026** in the office chamber of the Addl. Commissioner, Cuttack Municipal Corporation, Biju Bhawan, Choudhary Bazar. The agency or their representatives may remain present at the time of opening of the quotation if they so desire.
3. Commissioner, CMC reserves the right to accept or reject any or all the quotations without assigning any reason thereof.
4. In case of any dispute or difference arising out of or in connection with the execution of the work, the matter shall first be resolved through mutual discussion between the Agency and the Competent Authority of Cuttack Municipal Corporation. If the dispute is not resolved amicably, the matter shall be referred to the Commissioner, Cuttack Municipal Corporation, whose decision shall be final and binding on both parties. However, if the dispute still persists, the matter may be referred to the **High Court at Cuttack**, which shall have jurisdiction over the matter.