



THE GUNTUR DISTRICT CO-OPERATIVE CENTRAL BANK LTD.,

ADMINISTRATIVE OFFICE, GUNTUR

A.O/IT/INSURANCE/2025-26

Date:28-11-2025

To,

Xxxxxx,
Xxxxxx

Sir,

Sub:-G.D.C.C Bank Ltd., Administrative Office, Guntur-Insurance Coverage to Hardware items under "Electronic Equipment Policy" - Request for premium quotation for a period of one year-Reg

Ref:-Note orders of Bank Chief Executive Officer dt: 21-11-2025.

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Bank has purchased various Hardware Items viz. Computers, Printers, Scanners and UPS Systems for Head Office and Branches in the Erstwhile Guntur District(having 43 Branches and Head Office in Guntur, Bapatla and Palnadu districts) for implementation of Core Banking Solution and the insurance coverage is going to expire on **17.12.2025**.

We request you to submit your quote to insure the Hardware items mentioned in Annexure-1 for coverage of the following risks.

- Fire and Special Perils
- Earthquake
- Any Electrical/Mechanical Break Downs
- Faulty Designs, Faulty Material
- Damage due to Faulty Careless/Negligent operations by employees
- Riots, Strike, Malicious damage
- Loss due to theft or burglary
- Smoke, Soot, Dust, Corrosive gases etc
- Terrorism Damage etc.,

In view of the above, we request you to offer your quote for premium amount inclusive of all taxes as per the details of the Hardware mentioned in the Annexure enclosed herewith by **08.12.2025**.




Assistant General Manager(IT)