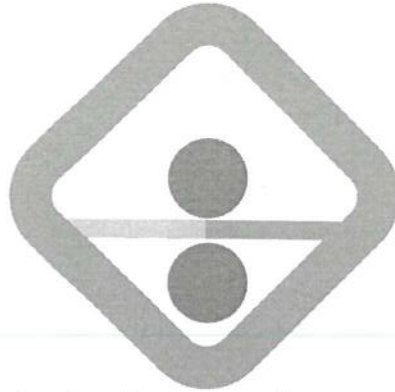


**BHARATIYA RESERVE BANK NOTE MUDRAN PVT. LTD.
INDIA**



This notice is being published only as an abundant precaution and is not an open invitation to quote in tender, participation in this Tender is by Invitation only and is Limited to the PSU Insurance companies of approved bidders for item, who have been sent this tender by Post / Courier. Unsolicited offers are liable to be ignored
LIMITED TENDER ENQUIRY FOR THE ITEM/S MENTIONED BELOW

**EXPRESS LIMITED TENDER FOR CORONA KAVACH
HEALTH INSURANCE FOR COVID-19 DISEASE IN
RESPECT OF EMPLOYEES & DEPENDENTS OF BRBNMPL
(TECHNICAL BID + PRICE BID)**

(NATIONAL COMPETITIVE BIDDING)

**Tender No: 03/CO/INS/2020-21
dated July 28, 2020**

Issued by:

**BHARATIYA RESERVE BANK NOTE MUDRAN (P) LTD.
No. 3&4, 1st Stage, 1st Phase, BTM Layout, Bannerghatta Road
Bengaluru, INDIA -560029**

Tel No: +91 - 80 - 66602000

Fax No: +91 - 80 - 66602039

EMAIL: cobangalore@brbnmpl.co.in

Website: www.brbnmpl.co.in



STANDARD BIDDING DOCUMENTS (SBD)

Express Limited Tender



Standard Bidding Document (SBD)

(Procurement of Goods and Services)

BHARATIYA RESERVE BANK NOTE MUDRAN (P) LTD.

No. 3&4, 1st Stage, 1st Phase, BTM Layout, Bannerghatta Road

Bengaluru, INDIA - 560029

Tel No: +91 - 80 - 66602000

Fax No: +91 - 80 - 66602039

EMAIL: cobangalore@brbnmpl.co.in

Website: www.brbnmpl.co.in

Not Transferable

Security Classification: Non Security

**EXPRESS LIMITED TENDER FOR CORONA KAVACH HEALTH INSURANCE
FOR COVID-19 DISEASE IN RESPECT OF EMPLOYEES & DEPENDENTS OF
BRBNMPL**

Tender No: 03/CO/INS/2020-21 dated July 28, 2020

This tender document contains 34 pages (including cover pages)

The Tender is issued to the list of eligible PSU Non-Life insurers as per IRDA website.

Details of Contact person in BRBNMPL regarding this tender: -

Name : S. Ravi Kumar

Designation : Dy. General Manager

**Address: No. 3 & 4, 1st Stage, 1st Phase, BTM Layout, Bannerghatta Road
Bengaluru - 560029**

Phone : + 91 - 80 - 66602000

Fax : + 91 - 80 - 66602039

Email: cobangalore@brbnmpl.co.in



(Express Limited Tender)

Contents

Section	Description	Page No.
Section I	Notice Inviting Tender (NIT)	5
Section II	General Instructions to Tenderers (GIT)	15
Section III	Formats	20
Section IV	Evaluation of Bids	32
Section V	Price Bid	34



Section I: Notice Inviting Tender (NIT)

Bharatiya Reserve Bank Note Mudran Private Limited, (BRBNMPL)

Address: No. 3&4, 1st Stage, 1st Phase,

BTM Layout, Bannerghatta Road, Bengaluru – 560029.

Phone: + 91 80 - 66602000,

Fax: + 91 80 – 66602039.

Website: www.brbnmpl.co.in

(Express Limited Tender)

EXPRESS LIMITED TENDER FOR CORONA KAVACH HEALTH INSURANCE FOR COVID-19 DISEASE IN RESPECT OF EMPLOYEES & DEPENDENTS OF BRBNMPL

Tender No: **03/CO/INS/2020-21** dated July 28, 2020

1. Sealed bids are invited under single stage two bid system (Technical Bid and Price Bid) from eligible and qualified Indian tenderers for above captioned services.
2. Bid Evaluation Criteria (BEC) for the above work is as under:

The bidder should be a registered Indian Insurer in accordance with the Insurance Act and approved by IRDA (Insurance Regulatory & Development Authority) as Non-life Insurer and should have a valid license to carry out Insurance Business in India under Non- life insurance sector.

AND

2.1 Duration of past experience –

- The bidder should have completed minimum seven (07) years experience of having successfully completed works of Health Insurance / Group Mediclaim Policy. (A job executed by a bidder for its own concern shall not be considered as experience for the purpose of meeting BEC).

2.2 Minimum number of completed works of similar nature executed during last seven (07) years ending last day of month previous to the one in which tenders are invited.

- Three (03) completed works of Health Insurance / Group Mediclaim Policy costing not less than the amount equal to 40% (Rs.1.46 crore) of the estimated cost.
- Two (02) completed works of Health Insurance / Group Mediclaim Policy costing not less than the amount equal to 50% (Rs.1.84 crore) of the estimated cost.
- One (01) completed works of Health Insurance / Group Mediclaim Policy costing not less than the amount equal to 80% (Rs.2.94 crore) of the estimated cost. (Health Insurance / Group Mediclaim Policy work shall be defined clearly without any ambiguity)

- 2.3 Yearly Turnover : Average annual turnover on health insurance segment during last 03 financial years should be at least 30% of the estimated cost.



The Bidder must quote their premium for all the insurance policies enumerated in Bid Document which can be downloaded from our website as given above. The Bidder must submit all the documents as required as per this Tender's terms & conditions. Bidder should furnish documentary evidence/ supporting papers (copies of policy clearly indicating sum insured for the Group Mediclaim Health Insurance covered & copy of License/Registration duly notarized by notary public/Gazetted officer / Senior Officers of the Bidder to substantiate their eligibility against the above evaluation criteria along with the bid).

All the above documents should be notarized/attested by Gazetted Officer / Officer of Public Sector Enterprises / Senior officers of the bidder.

Non-compliance of above BEC shall lead to rejection of Bid.

DETAILS OF TENDER

1	Bid Document no.	Tender No. 03/CO/INS/2020-21 Dt. 28.07.2020
2	Type of Tender	Single Stage Two Parts (Technical Bid and Price Bid)
3	Date of Sale of tender documents	Not Applicable
4	Price of Tender Documents	NIL
5	Closing date and time for receipt of tenders	11.08.2020 at 1300 Hrs. (Tuesday)
6	Date & Time of opening of Technical Tender (Part I)	11.08.2020 at 1500 Hrs. (Tuesday)
7	Policy Period	9 ½ months (From 15.08.2020 to 31.05.2021) for individual sum insured amount of Rs. 5.00 lakhs for 6691 individuals. (Renewable up to one /two more terms at BRBNMPL's discretion on existing terms and conditions if , performance is satisfactory.)
8	Place of receipt of Technical bid Opening	BRBNMPL, Corporate Office, No.3 & 4, 1 st stage, 1 st phase, BTM Layout, Bannerghatta Road, Bengaluru -560029
9	Place to submit Tenders	Tender Box, Reception Desk, BRBNMPL, Bengaluru

- The bid invitation letter has been issued to PSU non-life insurers as per list available at IRDA website. The bidder wishing to quote against the subject tender have to download the Bidding Document from BRBNMPL's web-site www.brbnmpl.co.in and they can submit the bid, along with an undertaking that the contents of the Bidding Document have not been altered or modified.

However, all the bidders have to meet Bid evaluation criteria as mentioned in the document elsewhere.



4. Coverage of Benefits:

The sum insured on individual basis is for Rs. 5.00 Lakhs for a term period of 9 ½ months.

1. Covid Hospitalisation Cover
2. Room/ ICU/ ICCU Rent – No sub limits
3. Doctor's/ Surgeon's/ Specialist's fees– No sub limits
4. Anesthesia, blood, oxygen, operation theatre charges,
5. Surgical appliances– No sub limits
6. Medicines, medicine, diagnostic cost, other related charges – No sub limits
7. PPE Kit, gloves, mask– No sub limits
8. Pre Hosp - 15 days prior to hospitalisation
9. Post Hosp - 30 days after discharge
10. Ambulance Charges – INR 2,000 per hospitalization
11. Home Care Treatment – Up to 14 days per incident
12. AYUSH (Ayurveda, Yoga and Naturopathy, Unani, Sidha and Homeopathy) Treatment – Up to SI
13. Optional Cover – Hospital Daily Cash of 0.5% of SI for 15 days
14. Co morbid Conditions – Covered during Covid treatment
15. All other charges required for the treatment of Corona disease as per IRDA guidelines.

5. Individuals to be covered under various age category :

Age category (Years)	Total no. of individuals
0 to 5	512
6 to 10	359
11 to 15	461
16 to 20	527
21 to 25	433
26 to 30	712
31 to 35	581
36 to 40	427
41 to 45	590
46 to 50	789
51 to 55	642
56 to 60	377
61 to 65	281
Total :	6691

- The cover for serving employees will be for self, spouse, dependent children and other dependent family members as per BRBNMPL rules. (including parents/parents-in law/brothers/sisters).
- **Addition and deletion of employees on pro-rata basis** during the period of insurance.
- **Hospital Service Charges (like insurance processing charges) - covered.**
- Any other facilities that would be extended for the policy without additional premium may also be stated.
- If any additional terms and conditions are applicable, the same may be specified in the quote.



- **Identity Cards** for availing Cashless facility by all the employees and dependents **to be provided** within one month of the start of the insurance cover.

6. General Terms and Conditions: -

- The premium to be quoted for a sum insured of Rs. 5.00 lakhs individually for a term period of 9 ½ months. The **premium quoted should be inclusive of all applicable taxes and duties** for all the items. **Only GST would be payable extra** and the GST should be mentioned in the column provided in the financial bid document. Other taxes/cess, if any, would have to be included in the premium. It is also clarified that any change in the GST (increase/decrease) would be dealt with at actual.
- Any claim for **increase in premium rates during the policy period** on account of any reason whatsoever **will not be entertained**.
- There is **no provision for foreclosure of the policy**.
- There should be a dedicated helpline (24x7) from the TPA of Insurance company available and the contact details should be furnished after the finalization of the policy.
- If there is any **reimbursement to the employees** by the TPA/Insurance Company the same should **be paid within 15 days** to BRBNMPL.,
- The response time by the TPA at the time of admission should be maximum one hour.
- Reports including the claims of individuals and the details of settlement are to be furnished to the BRBNMPL on monthly basis.
- The policy is for a period of **9 ½ months** initially which can be extended on mutual agreement for further period of two terms on the sole guidelines of IRDA.
- **Time is the essence of contract:** For Processing of claims the Insurance Company shall carry out and provide the services/ settle the claims, within reasonable time.
- Conditional Tenders are liable to be rejected. BRBNMPL reserves the right to either accept or reject any of the quotations or conditions in the quotations submitted by the bidders without assigning any reasons thereof.
- The quotations should be valid for a period of 120 days from the date of Tender Opening.
- Interested bidder may attend pre-bid meeting required, if any. Any kind of query pertaining to the tender will be entertained during this pre-bid meeting only. Decision of BRBNMPL regarding evaluation of technical bids and evaluation of financial bids will be final and binding. Any representation from bidders in this regard will not be entertained.
- Quotation can be submitted directly by the Insurance company. But one insurance company can submit only one quote. Quotes have to be submitted only from / for those Insurance Companies having Office (Regional/Division/Branch/Zonal) at Bengaluru (Karnataka, India).
- In case of any dispute, efforts will be made to mutually settle the dispute. In this regard, the decision of the Managing Director, BRBNMPL is final. **BRBNMPL has absolute right to accept or reject any bid or offer at any stage.**
- If a bidder has been given order and later on it is found that its services are not satisfactory, then BRBNMPL has absolute right to cancel / terminate the order and in



such case, the bidder has to refund back all the premium paid. Decision of BRBNMPL in this regard will be final and binding.

- Any query regarding this tender will be entertained during pre-bid meeting only.
- Any kinds of amendments for this tender will be part of this tender. Amendments, if any, will be published on the website of BRBNMPL (www.cobangalore@brbnmpl.co.in) only.

7. Interested tenderers may obtain further information about this requirement from the above office.
8. Tenderers shall ensure that their tenders, duly sealed and signed, complete in all respects as per instructions contained in the Tender Documents, are dropped in the tender box located at the address given in the table above on or before the closing date and time indicated above, failing which the tenders will be treated as late and rejected.
9. In the event of any of the above mentioned dates being declared as a holiday/ closed day for the purchase organization, the tenders will be received / opened on the next working day at the appointed time.
10. The tender documents are not transferable.
11. BRBNMPL reserves the right to accept/reject/cancel any or all tender documents without assigning any reason thereof. BRBNMPL also reserves the right to accept the tender in whole or part. Incomplete documents not submitted in accordance with the directions issued shall be liable for rejection.

Last Date of Submission of Tender Documents	August 11, 2020 at 13:00 Hrs
Tender Validity	Last date of Submission + 120 Days

Guidelines for filling two-part tender

Part I : First sealed cover should contain the Technical Bid i.e. Section I to Section IV.

All the above mentioned documents should be signed and stamped and to be submitted as Technical Bid as acceptance of the terms and conditions and required formats to be maintained.

Offers with Counter Conditions are liable for Rejections.

This first sealed cover should be clearly super scribed with “**Part I Technical Bid for CORONA KAVACH HEALTH INSURANCE FOR COVID-19 DISEASE IN RESPECT OF EMPLOYEES & DEPENDENTS OF BRBNMPL**”. No price indication shall be allowed in technical bid. **In case price indication is made in the Technical Bid, offer will be summarily rejected.**

Part II : Second sealed cover should contain only Price Schedule i.e. Section V (duly sealed and signed). Format provided in the tender document for price schedule should be followed and any other format will be liable for rejection. This second sealed cover should be clearly superscribed



with “Part II Price Bid for CORONA KAVACH HEALTH INSURANCE FOR COVID-19 DISEASE IN RESPECT OF EMPLOYEES & DEPENDENTS OF BRBNMPL”

The above mentioned sealed covers (Part I & II) should be put in another big cover, sealed and super scribed as “TENDER FOR CORONA KAVACH HEALTH INSURANCE FOR COVID-19 DISEASE IN RESPECT OF EMPLOYEES & DEPENDENTS OF BRBNMPL” and should be addressed to “The Managing Director, BRBNMPL, Bengaluru” and put in tender box at the following address:

Reception Section
Bharatiya Reserve Bank Note Mudran Private Ltd (BRBNMPL),
No.3 & 4, 1st stage, 1st phase, BTM Layout, Bannerghatta Road,
Bengaluru-560029

Important Note: Offers submitted which are not in accordance with the above guidelines will be liable for rejection.

For and on behalf of
Bharatiya Reserve Bank Note Mudran Private Limited



(S Ravi Kumar)
Deputy General Manager
Bharatiya Reserve Bank Note Mudran Private Limited, (BRBNMPL)
No. 3 & 4, Ist Stage, 1st Phase,
BTM Layout, Bannerghatta Road,
Bengaluru- 560029

Ph: +91 80 66602000, Fax : +91 80 66602039



CUTOUT SLIP - 1**(OUTER ENVELOPE)****DO NOT OPEN – THIS IS A QUOTATION**

PURCHASER	:	Bharatiya Reserve Bank Note Mudran Private Limited
WORK	:	TENDER FOR CORONA KAVACH HEALTH INSURANCE FOR COVID-19 DISEASE IN RESPECT OF EMPLOYEES & DEPENDENTS OF BRBNMPL
BID DOCUMENT NO	:	03/CO/INS/2020-21 dated 28.07.2020
DUE DATE OF SUBMISSION & TIME	:	11.08.2020 at 13:00 Hrs. (IST)

TO**MANAGING DIRECTOR**

Bharatiya Reserve Bank Note Mudran Private Limited (BRBNMPL)
FIRST FLOOR, No. 3 & 4, 1st Stage, 1st Phase, BTM Layout, Bannerghatta Road
Bengaluru – 560029

FROM :**NAME :****ADDRESS :**

(To be pasted on the outer envelope containing “Technical Bid” (Part-I) and “Price Bid” (Part-II))



CUTOUT SLIP - 2

DO NOT OPEN – THIS IS A QUOTATION

PART – I (TECHNICAL BID)

PURCHASER	:	Bharatiya Reserve Bank Note Mudran Private Limited
WORK	:	TENDER FOR CORONA KAVACH HEALTH INSURANCE FOR COVID-19 DISEASE IN RESPECT OF EMPLOYEES & DEPENDENTS OF BRBNMPL
BID DOCUMENT NO	:	03/CO/INS/2020-21 dated 28.07.2020
DUE DATE OF SUBMISSION & TIME	:	11.08.2020 at 13:00 Hrs. (IST)

TO,

MANAGING DIRECTOR

Bharatiya Reserve Bank Note Mudran Private Limited (BRBNMPL)
FIRST FLOOR, No. 3 & 4, 1st Stage, 1st Phase, BTM Layout, Bannerghatta Road
Bengaluru – 560029

FROM :

NAME :

ADDRESS :

(To be pasted on the envelope containing “Technical Bid”)



CUTOUT SLIP - 3

DO NOT OPEN – THIS IS A QUOTATION

PART – II (PRICE BID)

PURCHASER	:	Bharatiya Reserve Bank Note Mudran Private Limited
WORK	:	TENDER FOR CORONA KAVACH HEALTH INSURANCE FOR COVID-19 DISEASE IN RESPECT OF EMPLOYEES & DEPENDENTS OF BRBNMPL
BID DOCUMENT NO	:	03/CO/INS/2020-21 dated 28.07.2020
DUE DATE OF SUBMISSION & TIME	:	11.08.2020 at 13:00 Hrs. (IST)

TO,

MANAGING DIRECTOR

Bharatiya Reserve Bank Note Mudran Private Limited (BRBNMPL)
FIRST FLOOR, No. 3 & 4, 1st Stage, 1st Phase, BTM Layout, Bannerghatta Road
Bengaluru – 560029

FROM :

NAME :

ADDRESS :

(To be pasted on the envelope containing “Price Bid”)



Section II

General Instructions to Tenderer (GIT)

(Express Limited Tender)



General

2.1 Language of Tender

The tender submitted by the tenderer and all subsequent correspondence and documents relating to the tender exchanged between the tenderer and BRBNMPL, shall be written in English or Hindi language, unless otherwise specified in the Tender. However, the language of any printed literature furnished by the tenderer in connection with its tender may be written in any other language provided the same is accompanied by Hindi or English translation. For purposes of interpretation of the tender, the English translation shall prevail.

2.2 Eligible Tenderers

This invitation for tenders is open to all non-life PSU Insurance companies who fulfil the eligibility criteria specified in these documents and are not put on holiday or black listed by any Government Department / Public Sector undertaking (Company/Corporation).

2.3 Tendering Expenses

The tenderer shall bear all costs and expenditure incurred and / or to be incurred by it in connection with its tender including preparation, mailing and submission of its tender and for subsequent processing the same. BRBNMPL will, in no case be responsible or liable for any such cost, expenditure etc. regardless of the conduct or outcome of the tendering process.

2.3 Pre-Bid Conference

If found necessary, a pre-bid conference may be stipulated, for clarification / amendment to Technical specifications / Technical conditions in two-bid tenders.

2.4 Tender Opening

BRBNMPL will open the tenders at the specified date and time and at the specified place as indicated at para 2.3 of NIT. In case the specified date of tender opening falls on / is subsequently declared a holiday or closed day for BRBNMPL, the tenders will be opened at the appointed time and place on the next working day.

Bids received after the closing time and date will not be considered. BRBNMPL may issue clarifications/amendments in the form of addendum/corrigendum during the bidding period, by uploading the same on its website. Bidders shall take such addendum and corrigendum into consideration while submitting their bids.

2.5 The price bid should be unconditional. Conditional bid will be summarily rejected.

2.6 Submission of false or incorrect information, reports of unprofessional conduct, among other things, shall be sufficient grounds for disqualification of technical bid.



2.7 The bid should be submitted with respect to all policies as given in the **Bid Document**, giving full details of premium calculation guided by GIC approved/pool rate , in the same **Bid Document**.

2.8 The Company will have the option to increase / decrease the sum insured and include / exclude cover indicated in the Bid Document.

2.9 Secrecy

- a) All the information, know-how, technical data, specification and drawing models or specimens furnished by BRBNMPL for the purpose of or in connection with this tender constitute the property of BRBNMPL and the tenderer shall keep them in strict confidence and he shall not divulge the same to anyone else except under the authority and for the purpose of BRBNMPL. All such documents, data, drawings, models and specimens are the property of BRBNMPL and shall be returned when demanded by BRBNMPL.
- b) BRBNMPL shall be entitled to prevent a breach of the above and to claim damages in case of breach.

2.10 Documents comprising the Bid/Tender

- a) The bid prepared by the tenderer shall be submitted in one cover (**outer envelope- affixing cutout slip-1**) & comprise the following components:
- b) **Envelope -1:** Super scribing Technical Bid (PART-I) (affixing Cutout Slip-2)

Part-I: Technical Bid shall contain the following:

- a) Covering Letter
- b) Bidder's general details/information as per format F-1.
- c) Bid validity as per format F-2.
- d) Power of Attorney by the Head office of the Bidder in favour of person(s) signing the bid that such person(s) is/are authorized to sign the bid on behalf of the Insurance Company and any consequence resulting due to such signing shall be binding on the bidder as per format F-3.
- e) Letter of authority in favor of any one or two of bidder's executives having authority to attend the Technical and Price bid opening on specified dates and venue as per format F-4.
- f) Confirmation of no deviation as per Format F-5.
- g) Specific Experience and other details as called for in qualifying requirements (Copy of Insurance policy and completion certificates should be enclosed with the Current commitments) strictly as per format F-6.
- h) Bidder's declaration that they are not under liquidation, court receivership or similar proceedings as per format F-7.
- i) Agreed Terms & Conditions duly filled-in as per format F- 8.
- j) Confirmation of bid as per IRDA provisions as per format F-9.

Note: All pages of the bid to be signed and sealed by authorized person of the bidder.

2.11 **Envelope II:** Super scribing "Price Bid- Not to Open with Technical Bid" – PART-II (affixing Cutout Slip-3)



Part-II Price Bid

Part-II Price Bid envelop shall contain Price bid only as per Bidding Document, duly signed and stamped on each page.

2.12 Tender Currencies

The tenderer shall quote only in Indian National Rupee (INR) and if quoted in any other currency shall be deemed to be rejected on account of being unresponsive.

2.13 Tender Validity

Tender shall remain valid for 120 days from the date of tender opening prescribed in the Tender Document.

2.14 Signing and Sealing of Tender

The bid shall be typed or written in indelible ink and shall be signed by a person or persons duly authorized to sign on behalf of the bidder. The name and position held by each person signing, must be typed or printed below the signature. All pages of the bid except for unamended printed literature where entries or amendments have been made shall be initialed by the person or persons signing the bid. **Correction fluid is not allowed to be used. In case there is any correction, the bidder shall cut the same neatly and put his signature and stamp with date near the place of each correction.**

2.15 Tender Opening

- a) Technical Bid Opening: BRBNMPL will open bids, in the presence of bidders' designated authorized representatives who choose to attend, at date, time and location stipulated in the IFB. The bidders' representatives, who are present, shall sign a bid opening register evidencing their attendance.
- b) Price Bid Opening: BRBNMPL will open the price bids of those bidders who meet the qualification requirement and whose bids are determined to be technically and commercially qualified. Bidders selected for opening of their price bids shall be informed about the date & time of price bid opening. Bidders may depute their authorized representative to attend the opening. The bidders' authorized representatives, who are present shall sign a register evidencing their attendance.
- c) The price bids of those bidders who were not found to be technically responsive shall be returned unopened after opening of the price bids of other technically responsive bidders.

2.16 Contacting BRBNMPL

From the time of submission of tender to the time of awarding the contract, if a tenderer needs to contact BRBNMPL for any reason relating to this tender enquiry and / or its tender, it should do so only in writing.

It will be treated as a serious misdemeanor in case a tenderer attempts to influence BRBNMPL's decision on scrutiny, comparison, evaluation and award of the contracts. In such a case the tender of the tenderer shall be liable for rejection in addition to appropriate administrative actions being taken against that tenderer, as deemed fit by BRBNMPL.



All Tenders / communications should be addressed to “The Managing Director, BRBNMPL, No.3 & 4, 1st stage, 1st phase, BTM Layout, Bannerghatta Road, Bengaluru-560029” and must have reference number of this tender number. Interim queries will not be entertained.

2.17 Award of Contract

a) BRBNMPL’s right to Accept any Tender and to Reject any or all Tenders

BRBNMPL reserves the right to accept in part or in full any tender or reject any tender without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected tenderer or tenderers.

b) Award Criteria

The contract will be awarded to the lowest evaluated responsive tenderer decided by BRBNMPL.

BRBNMPL will award the Contract to the successful bidder, who, within 05 days of receipt of the same, shall sign and return the acceptance copy to BRBNMPL (but earlier as required by BRBNMPL).

2.18 Notification of Award

Before expiry of the tender validity period, BRBNMPL will notify the successful tenderer(s) in writing, by registered / speed post or by fax / email / telex / cable (to be confirmed by registered speed post) that its tender for insurance services, which have been selected by BRBNMPL, has been accepted, also briefly indicating therein the essential details like description, specification and quantum of services and corresponding prices accepted. The successful bidder, who, within 05 days of receipt of the same, shall sign and return the acceptance copy to BRBNMPL.

The notification of award shall constitute the conclusion of the contract.

2.19 Governing Laws and Arbitration.

Indian Laws will be applicable in every aspect of the bid / contract / tender. Further, if any dispute arises after the issue of insurance contract and during the execution of the contract which is not resolved within 30 days of their arising, they shall be referred to a sole arbitrator to be appointed by the Managing Director of BRBNMPL. The governing law in this regard will be The Arbitration and Conciliation Act, 1996 of India. The venue of the Arbitration will be Bengaluru. Further, disputes if any, that may arise at any point of time, shall be subject to Bengaluru jurisdiction only.

2.20 Earnest Money Deposit:

As per the provisions in BRBNMPL Procurement Manual.



Section III: FORMATS

(Express Limited Tender)



(on the letter head of the bidder)

Format for Technical Bid

Ref :- Tender No 03/CO/INS/2020-21 dated 28.07.2020

SL. No.	Particulars	Details
1.	Name of the Insurance company	
2.	Full particulars of the office	
	a) Address	
	b) Telephone No.	
	c) Fax No.	
	d) E-Mail address	
3.	Registration details (attach self attested copies of certificates / Registrations/License etc. mandatorily),	
	a) IRDA Reg. No.	
	b) PAN No.	
	c) GST Reg. No.	
4.	Full particulars of the Third Party Administrators (if any). If more than one is available all TPAs may be indicated.	
5.	Duration of past experience – The bidder should have completed minimum seven (07) years experience of having successfully completed works of Health Insurance / Group Mediclaim Policy. (A certificate from the organization to be enclosed)	
6.	Minimum number of completed works of similar nature executed during last seven (07) years ending last day of month previous to the one in which tenders are invited. i) Three (03) completed works of Health Insurance / Group Mediclaim Policy costing not less than the amount equal to 40% (Rs.1.46 crore) of the estimated cost. OR	



	<p>(ii) Two (02) completed works of Health Insurance / Group Mediclaim Policy costing not less than the amount equal to 50% (Rs.1.84 crore) of the estimated cost.</p> <p>OR</p> <p>(iii) One (01) completed works of Health Insurance / Group Mediclaim Policy costing not less than the amount equal to 80% (Rs.2.94 crore) of the estimated cost.</p> <p>(Health Insurance / Group Mediclaim Policy work shall be defined clearly without any ambiguity)</p>	
7.	<p>Yearly Turnover : Average annual turnover on premium on health insurance segment during last 03 financial years should be at least 30% of the estimated cost. (Rs.1.11 crore)</p> <p>Audited annual turnover of past three Financial years.</p> <p>Note: Attach certified copy of Audited turnover as proof. A certificate from Chartered Accountant for turnover under Health Insurance segment should be attached.</p>	<p>2017-18:</p> <p>2018-19:</p> <p>2019-20:</p>

DECLARATION

1. I have carefully read and understood all the terms and conditions of the tender and hereby accept the same.
2. The information/document furnished along with the above application is true and authentic to the best of knowledge and belief.

Date:
Place:

Signature of the authorized person
Company Seal



F-1
BIDDER'S GENERAL INFORMATION

To
The Managing Director
Bharatiya Reserve Bank Note Mudran Private Limited,
Bengaluru

Ref :- Tender No 03/CO/INS/2020-21 dated 28.07.2020

1-1 Bidder Name:

1-1 (a) : IRDA licence no., with validity details :

1-2 Number of Years in Operation:

1-3 Registered Address:

1-4 Operation Address
if different from above:

1-5 Telephone Number

(Country Code) (Area Code) (Telephone Number)

1-6 E-mail address & Web Site

1-7 Telefax Number

(Country Code) (Area Code) (Telephone Number)

(SIGNATURE OF BIDDER WITH SEAL)

Name of the Officer :-

Designation :-

Name of the Insurance Company :-



Bid Validity

To

The Managing Director
Bharatiya Reserve Bank Note Mudran Private Limited,
Bengaluru

Dear Sir,

Ref :- Tender No.: 03/CO/INS/2020-21 dated 28.07.2020

BID FORM

We confirm that this bid is valid for a period of 120 days from the last due date of submission of the Bid, and it shall remain binding upon us and may be extended by any time before the expiration of that period.

We understand that Bid Document is not exhaustive and any action and activity not mentioned in Bid Documents but may be inferred to be included to meet the intent of the Bid Documents shall be deemed to be mentioned in Bid Documents unless otherwise specifically excluded and we confirm to perform for fulfilment of Agreement and completeness of the Work in all respects within the time frame and agreed price.

SEAL AND SIGNATURE

DATE:

Duly authorized to sign bid for and on behalf of

(SIGNATURE OF WITNESS)

WITNESS NAME:

ADDRESS:

¹ Strike out which ever is not applicable



To

The Managing Director
Bharatiya Reserve Bank Note Mudran Private Limited,
Bengaluru

**CERTIFICATE REGARDING AUTHORISATION BY HEAD OFFICE TO
DEAL WITH BHARATIYA RESERVE BANK NOTE MUDRAN PVT LTD.**

We hereby authorize Mr. _____ (Name and designation)
and Mr. _____ (Name and Designation) posted at the
Divisional office (address of the office) to deal with Bharatiya Reserve Bank
Note Mudran Private Limited for the complete insurance portfolio for Tender
No. **Tender No. 03/CO/INS/2020-21 dated 28.07.2020** He / She is authorized
to sign the quotations, tenders and deal with BRBNMPL as well as
correspond with B R B N M P L on behalf of us i.e
M/s.....(Name of the
Insurance Company)

Signed and stamped

General Manager or Authorized Senior Officer



LETTER OF AUTHORITY

**PROFORMA FOR LETTER OF AUTHORITY FOR ATTENDING BID OPENING AND
SUBSEQUENT NEGOTIATIONS**

No.

Date:

The Managing Director
Bharatiya Reserve Bank Note Mudran Private Limited,
Bengaluru

Dear Sir,

Ref :- Tender No 03/CO/INS/2020-21 dated 28.07.2020

We _____ hereby authorize following representative(s)
to attend Technical Bid opening and price bid opening and for any other correspondence and
communication against above Bidding Document:

- 1) Name & Designation _____ Signature _____
- 2) Name & Designation _____ Signature _____

We confirm that we shall be bound by all commitments made by aforementioned authorised
representatives.

Yours faithfully,

Signature

Name & Designation

For and on behalf of

Note: This letter of authority should be on the letterhead of the bidder and should be signed
by an authorized senior officer of the organization.

Not more than two persons are permitted to attend Technical and price bid opening.



NO DEVIATION CONFIRMATION

To

The Managing Director
Bharatiya Reserve Bank Note Mudran Private Limited,
Bengaluru

Dear Sir,

Ref :- Tender No 03/CO/INS/2020-21 dated 28.07.2020

We understand that any deviation/exception in any form, from the terms and conditions of the COVID KAVACH Health Insurance policy of the BRBNMPL in the policy requirement mentioned in this tender, may result in rejection of bid.

We, therefore, certify that we have not made any exceptions/deviations anywhere in the bid and we agree that if any deviation/exception is mentioned or noticed, our bid may be rejected.

(SIGNATURE OF BIDDER WITH SEAL)

Name of the Officer :-

Designation :-

Name of the Insurance Company :-



The Managing Director
Bharatiya Reserve Bank Note Mudran Private Limited,
Bengaluru

Ref :- Tender No 03/CO/INS/2020-21 dated 28.07.2020

**DETAILS OF HEALTH INSURANCE CONTRACT DONE DURING PAST SEVEN
YEARS IN PUBLIC SECTOR -COMPANY/CORPORATION/ GOVERNMENT
ORGANIZATION AS SOLE INSURER**

Description of The Health insurance contract & Policy No.	Location of the insurance contract	Full Postal Address and phone nos of Client & Name of Officer-in- Charge	Value of sum insured	Date of Commenceme nt of insurance policy	Date of expiry of insurance policy	Amount of premium received In Rs.
1.						
2.						
3.						
4.						
5.						
6.						
7.						

Note: Copies of Letter of awards for the above insurance contracts to be enclosed.

The contract completed earlier than seven years need not be indicated here

The list of insurance policies, not of similar nature need not be indicated here

Failing to comply with aforementioned instructions may lead to rejection of bid.

(SIGNATURE OF BIDDER WITH SEAL)

Name of the Officer :-

Designation :-

Name of the Insurance Company :-



DECLARATION

To

The Managing Director
Bharatiya Reserve Bank Note Mudran Private Limited,
Bengaluru

Dear Sir,

Ref :- Tender No 03/CO/INS/2020-21 dated 28.07.2020

- 1) We hereby confirm that we are not under any 'liquidation', any 'court receivership' or similar proceedings and 'bankruptcy'.
- 2) We further confirm that, we have not been blacklisted or kept under holiday by any Public Sector Undertaking / Government Organization/Corporation.

We agree that if any of the above is noticed in future, our Bid may be rejected/ terminated.

Further, we hereby confirm that, if after becoming a successful bidder & awarding of the contract by BRBNMPL, we fail to execute the same, we may be blacklisted.

Place:
Date:

[Signature of Authorized Signatory of Bidder]
Name:
Designation:
Seal:



F-8
Agreed Terms & Conditions

The Managing Director
Bharatiya Reserve Bank Note Mudran Private Limited,
Bengaluru

Ref :- Tender No 03/CO/INS/2020-21 dated 28.07.2020

We certify that the premium rate and discount considered by us in Price Bid are for providing insurance cover as per the CORONA KAVACH Health Insurance policy to be undertaken by BRBNMPL and the same are offered legitimately to the Insured.

1. Policy Excess (i.e. Deductibles from the Claim Amount) is as per present policies of BRBNMPL and IRDA guidelines.
2. We confirm that we have read and understood the terms and conditions of CORONA KAVACH Health Insurance policy to be undertaken by BRBNMPL and we have quoted our premium to provide risk coverage accordingly.
3. In normal circumstances, the claim shall be settled within 30 days from the date of claim lodged, not of the time taken by BRBNMPL for responding to surveyor's/Insurance Company comments
4. In case of Claim, it needs to be settled as per IRDA guidelines.

(SIGNATURE OF BIDDER WITH SEAL)

Name of the Officer :-

Designation :-

Name of the Insurance Company :-



F- 9
Conformity of Bid

To

The Managing Director
Bharatiya Reserve Bank Note Mudran Private Limited,
Bengaluru

It is hereby certified that the quotations given by us against **Tender No 03/CO/INS/2020-21 dated 28.07.2020** are as per IRDA provisions and that there is no violation of the IRDA provisions whatsoever. In case of any violation of the tariff provisions by the insurance company, in the quotation, BRBNMPL would not be liable for any differential premium in any case. Also there would be no effect on the settlement of the claims. However, in case there is any downward movement of the tariff provisions, which are applicable to BRBNMPL, the insurance company would ensure that the same is passed on to BRBNMPL.

On Behalf of the Insurer

Authorised Signatory

Place:

Date :



SECTION IV EVALUATION OF BIDS

(Express Limited Tender)



1. **EVALUATION OF BIDS:**

Ref :- Tender No 03/CO/INS/2020-21 dated 28.07.2020

We understand that Evaluation of bid shall be done on following basis:

- a) Evaluation of the Technical Bid will be done first.
- b) Only bidders meeting the Bid Evaluation Criteria and other terms & conditions as defined in the tender document shall be considered for price bid opening.
- c) Premium for all types of policies shall be added for the purpose of ranking.
- d) In case of tie in quoted premium rates, at any stage between/among bidders, the bidder having higher turnover in the last Financial Year 2019-20, (In case Accounts for FY 2019-20 are not Audited, turnover for 18-19 shall be considered), shall be declared lowest between/among them.
- e) In case of a 'Single Technically acceptable bid' situation, BRBNMPL reserves the right to either cancel the tender or allocate 100% or part of the policies to the "Single technically acceptable' bidder.
- f) BRBNMPL reserves the right to reject any or all bids without assigning any reason thereof and BRBNMPL's decision in this regard shall be final and binding on all the bidders.
- g) BRBNMPL reserves the right to share the business with any other co-insurer at its discretion.

We agree to sign & abide by the pre-contract integrity pact as per the format available in website www.brbnmpl.co.in under section "Downloads".

Accepted

(Authorised signatory of Insurance Company)



SECTION V

Price Bid

(Express Limited Tender)



(on the letter head of the bidder)

Format for Financial Bid (Sum Assured)

Ref :- Tender No 03/CO/INS/2020-21 dated 28.07.2020

Providing Corona Kavach Health Insurance for Covid-19 Disease in respect of Employees & Dependents of BRBNMPL as per the details of Insurance Scheme:

(The sum insured on individual basis is for Rs. 5.00 Lakhs for a term period of 9 ½ months.)

Sum insured of Rs. 5.00 lakh per individual for a term of 9 ½ months	Premium amount	GST amount tax	Total In Figures	Total In Words
Up to age 65 years (for 6691 individuals)				

1. We agree with all the details of the CORONA KAVACH Health Insurance Scheme and the Terms and Condition of Tender.
2. The offer is valid for 60 days from the last date of submission of this bid.

Signature with office seal

Date :

