

PONDICHERRY UNIVERSITY

Academic Section

Date:14.01.2020

TENDER NOTICE

Sub: Group Insurance Policy with Mediclaim Life Insurance to the student of the Pondicherry University for the academic year 2020-2021-Reg.

Sealed tender are invited from Reputed Indian Insurance Company /firm to provide Group Insurance Policy with Mediclaim Life Insurance to the students of Pondicherry University admitted during the academic year 2020-2021.

Tenderers are requested to submit their quote for the items mentioned in the Annexure in sealed cover

Tender should be addressed to the Assistant Registrar, Purchase & Stores, Pondicherry University, Puducherry.

Submission of Tender on or before: 29.01.2020 at 3.00 PM.

Opening of Tender: 29.01.2020 at 3.30. PM.

Pondicherry University intends to provide Group Insurance with Mediclaim Life Insurance to the student of the Pondicherry University for the academic year 2020-2021. The approximate students' strength would be around 6,500.

BASIC ELIGIBILITY CRITERIA FOR SUBMITTING BIDS

The Insurance Company must be in the business of Group Mediclaim Insurance cum personal / accidents for the last 5 years

The Operations of the Insurance Company must be at least at the national level.

The Insurance Company should be registered with IRDA or enabled by the Central Legislation to undertake insurance related activities. The bidder should attach proof of license /registration.

The bidders should have Annual Health Insurance business turnover of Rupees One crore or more in the past three financial years (Viz. 2016-17, 2017-18 & 2018-19) and at least three years' experience in catering to group Insurance of 6500 students or

more under one group package Policy/ in an institution with the said Scheme in the last three years (Viz. 2017-18, 2018-19 and 2019-20)

The bidder should have a good claim settlement ratio.

The bidder should have a full-fledged branch office at Puducherry and having branches at Karaikal and Port Blair are preferable.

Procedure for submission of Technical Bid and Financial Bid

The quotation containing both Technical Bid (separate cover) and Financial Bid (separate cover) should be submitted in one single Envelope

Technical Bid should contain:-

1. Brief profile of the company
2. The scope of cover, benefits and exclusions
3. The names and address of the empanelled hospitals in India especially in Pondicherry, Karaikal and Port Blair.
4. The names of the cities where the company has operations
5. Details of any tie-up
6. Specification mentioning benefits and exclusions
7. City-wise list of hospitals with cashless facility
8. Turnover during last three years
9. Name and Phone /mobile number of the contact persons
10. List of clients (preferably educational institutions) where such group mediclaim package policies are under operation
11. Letter /Undertaking to the effect that they agree to abide by the tender conditions
12. Certificate of registration with IRDA
13. Settlement procedure in detail including maximum period of time required for settlement

Financial Bid should be furnished in the prescribed format furnished in the Tender document.

The two covers containing one Technical bid and another financial bid should be kept / wrapped up in one envelope. The outer envelope should be “super Scribed” and “addressed” as below on or before **29.01.2020 upto 3.00 PM**

“Tender for Group Medclaim Insurance cum personal accident insurance for students (Package Policy)

**To
The Assistant Registrar
Purchase & Stores
Pondicherry University
Puducherry – 605 014**

The Tenderer should submit documentary evidences in support of (1) & (2) along with their Tender.

Contact person for technical queries

**The Assistant Registrar
Purchase & Stores
Pondicherry University
Phone: 2654217
Cell : 9442263557**

Last date for submission of Tender: **29.01.2020 upto 3.00 PM**

Opening of Tenders: **29.01.2020 at 3.30PM**

The Pondicherry University reserve the right to select any one of the bids depending on the offers received.

INSURANCE SCHEME AND COVERAGE REQUIRED

1. The Basic medical facilities are being provided in the Health Centre, Pondicherry University for our students. For focused treatment, students are referred to nearby Pondicherry Government Hospital and JIPMER, and affiliated Medical Colleges.
2. The Group Medclaim Insurance Policy is for all regular students of Pondicherry University subject to disease coverage.
3. Since the University students are from other states also, the policy should also cover illness such as chicken pox, measles, Jaundice (all types), for hospitalization since the affected students cannot travel long distance for treatment at home.

4. The claim procedure should be given in detail with the quotation
5. The total students' strength as on date is around 6500. It may increase or decrease depending on number of students admitted during the academic year 2020-21.

The Total number of students indicated in the tender is tentative and may vary as per the demand of the University at the time of placing the order.

The terms and conditions of the policy are as follows:

1. Details of the Coverage

- a. Sum Insured for Parent / Guardian (in the event of Death & PTD) is Rs. 50,000/- per student
 - b. Sum Insured for Student (in the event of Death & PTD) Rs. 50,000/- per student
 - c. For the unexpired period of study, at the rate of Rs.50,000/- towards tuition fee, maintenance expenses, boarding and lodging charges and other incurred expenses (Excluding payments made period to accident and / or overdue payments as on date of accident) will reimbursed. On actual basis subject to the maximum in the event of death/PTD of Parents Guardians.
 - d. Medical Expenses: Rs 25,000/- per student
 - e. Coverage of Loss / Damage of Personal Baggage.Rs.2,500/-
2. Claim should commence from the date of payment of fees in the bank Account of Insurance Company.
 3. The claim would be processed without any TPA involvement.
 4. Any other facilities that would be extended for the policy without additional premium may also be clearly stated in the bid.
 5. The Policy should cover all the diseases i.e. both preexisting and present diseases.
 6. No separate or extra capping on overall doctor fees, medicine costs, surgeon fees should be made in the claim.
 7. If any additional conditions are applicable, the same may be specified in the quote.
 8. Cashless card to all the students should be provided within one month from the date of the insurance cover.

9. Top up provision for desiring students may also be provided (Optional to students)
10. The Insurance Company should arrange to collect the premium from the students through Indian Bank, Pondicherry University or any other Bank for his own risk.

General Terms and Conditions

1. The premium quoted should be inclusive of all applicable taxes and duties for all the items. It is hereby clarified that only GST would be payable extra and 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 charge 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.
2. Extension of Contract: After the period of expiry of the policy, it can be extended on mutual consent for a further period of one year and on successful completion of the extended period of one year, for another period of one more year. However, this option can be exercised only by University. The extension is subject to the mutual agreement for the annual premium amount payable for the extended period.
3. Conditional Tenders are liable to be rejected. However, the University reserves the right to either accept or reject any of the Tender or conditions in the Tender submitted by the bidders without assigning any reasons thereof.
4. The successful Bidder after placement of order is required to enter an MOU/Agreement with University. The Terms and conditions of the Tender also form part of the MOU /agreement.
5. The quotation should valid for a period of 60 days from the date of Tender Opening.
6. In case of any dispute, efforts will be made to mutually settle the dispute. In this regard the decision of the University is final.
7. Jurisdiction: All disputes arising out of matter this shall be subject to the jurisdiction of the courts in Puducherry functioning under the High court of Chennai.
8. The University reserves the right to amend any rules relating to this tender

9. The University also reserves the right to select or reject any tender without assigning any reason.

PRESCRIBED FORMAT FOR SUBMITTING PRICE BID

(A) Details of the Coverage:

<i>Sections</i>	<i>Coverage</i>	<i>Cover to</i>	<i>Sum Insured</i>	<i>Benefit to</i>
<i>I-A</i>	<i>Provides death/Permanent Total Disablement over to the named parent / guardian against accidents</i>	<i>PARENT/Guardian</i>	<i>Rs.50,000/-</i>	<i>STUDENT</i>
<i>I-B</i>	<i>Cover to take care of the future course of examinations study of the ward if the parent/guardian died in the accident</i>	<i>COVER TO Students in the event of Death/PTD of PARENTS</i>	<i>Rs.50,000/-</i>	<i>STUDENT/UNIVERSITY</i>
<i>II</i>	<i>Provides death/Permanent Total Disablement cover to student against accident</i>	<i>STUDENT</i>	<i>Rs.50,000</i>	<i>STUDENT/PARENT</i>
<i>III</i>	<i>Provides Hospitalisation cover due to illness or accident to the student</i>	<i>STUDENTS</i>	<i>25,000/-</i>	<i>STUDENT</i>
<i>IV</i>	<i>Covers baggage of the student against accidents or misfortune, loss/damage to Personal BAGGAGE</i>	<i>STUDENT</i>	<i>2,500/-</i>	<i>STUDENT</i>

RATE QUOTED:

SECTIONS	Sum Insured (Rs.)	No. of year of the Course				
		<i>1 year (Rs.)</i>	<i>2 years (Rs.)</i>	<i>3 years (Rs.)</i>	<i>4 years (Rs.)</i>	<i>5 years (Rs.)</i>
<i>A) Sum Insured for Parents /Guardian (Death & PTD)</i>	<i>50,000</i>					
<i>B) Sum Insured for Student (Death & PTD)</i>	<i>50,000</i>					
<i>C) Reimbursement of Tuition Fee as in information broacher</i>	<i>50,000</i>					
<i>D) Medical Expenses</i>	<i>25,000</i>					
<i>E) Loss of Bag age of the Student</i>	<i>2,500</i>					

Certified that no Brokerage / Agency / Consultation Charges have been /will be paid against the rates as this is direct transaction with the Pondicherry University

Signature with Office Seal & date