



The Bhai Ghanhya Trust

Tender Notice for Insurance Companies

The Bhai Ghanhya Trust is a nodal agency set up by the Government of Punjab for implementing a health insurance Scheme for the members, employees etc. of the cooperative societies registered in the State of Punjab saving bank account holders of cooperative banks in the state of Punjab and families/ beneficiaries of any other group that may be added by the Trust in accordance with the terms as stipulated in the Tender Document. The said health Insurance Scheme known as "Bhai Ghanhya Sehat Sewa Scheme" was launched in 2006 and has completed the ninth consecutive year. The Trust invites sealed technical and financial bids from eligible insurance companies for implementation of the Scheme for Scheme Insurance Period of one years. The Scheme Insurance Period shall be of twelve months. The annual net premium rate quoted by the Insurance Company and all terms and conditions as provisioned in the Tender Document and the Service Level Agreement shall remain applicable for the entire scheme period.

1) SCOPE OF WORK

The selected insurance company shall be responsible for providing and implementing a health insurance cover against treatment requiring indoor hospitalization and other listed ailments on cashless basis to the Members, employees (serving as well as those who have served at any point of time or retired) of the Eligible Cooperative Societies, Department of Cooperation Punjab and Bhai Ghanhya Trust, saving bank account holders of cooperative banks in the state of Punjab and families/ beneficiaries of any other group that may be added by the Trust and their families across the State of Punjab and Chandigarh, as per the parameters of the "Bhai Ghanhya Sehat Sewa Scheme".

2) PREQUALIFICATION REQUIREMENTS

Public Sector/ Private Insurance Companies registered with IRDA for at least previous 2 years as on 31.03.2019, which meet the following criteria shall be eligible for obtaining and submitting the Tender Document:

- Experience of having underwritten atleast 100 group health/ medical insurance policies.(Provide List of 100 unique policy numbers on letterhead of the company, duly signed and stamped by the authorized Signatory)
- Having pan India presence with adequate experience and infrastructure in the field of health/ medical insurance. (Provide List of offices and branch offices with manpower on letterhead of the company, duly signed and stamped by the authorized Signatory)
- Having existing office(s) in Chandigarh, Patiala, Bathinda and Jalandhar or having willingness to establish offices at these places. (Provide List of offices and branch offices in Punjab & Chandigarh or an undertaking to this effect on the letterhead of the company, duly signed and stamped by the authorized Signatory)

3) TENDER DOCUMENT

A Tender Document containing all the requisite details of the Scheme may be obtained by any eligible insurance company meeting the above eligibility criteria from the Manager, office of The Bhai Ganhya Trust, SCO-175-187, Punjab State Cooperative Bank Building, Ground Floor, Sector-34-A, Near Sham Mall, Chandigarh from **5.12.2019 to 11.12.2019** on any working day between **10 am to 4 pm** by submitting a written request for the issuance of a Tender Document along with payment of a non-refundable amount of **Rs. 20,000/-** towards cost of the Tender Document in the form of a **Demand Draft in favour of “The Bhai Ganhya Trust”, payable at Chandigarh**. The said amount shall not be refunded under any circumstances.

4) PROJECT BRIEFING MEETING

The Project Briefing Meetings to address the queries and concerns of the prospective bidders will be held on **13.12.2019** at the time allocated to the respective prospective bidders. It is mandatory for all the prospective bidders to seek prior appointment, by submitting a written request to have a meeting, for redressal of their respective queries and concerns. The bidders are advised to send their queries to the Trust in writing at least 24 hours prior to the date for the meeting. Pursuant to the meeting, the Trust may at its sole

discretion issue written clarifications in response to the queries or may also make modifications to the Tender Documents, in case required, by taking into consideration such queries/ concerns/ suggestions. Oral submissions of the bidders would not be taken into consideration by the Trust for the purpose of issuing written clarifications and the decision of the Trust in this regard shall, however, be final and binding on all concerned. In case if written clarifications are issued, the bidders may collect the written clarifications from the office of The Bhai Ghanhya Trust, SCO-175-187, Punjab State Cooperative Bank Building, Ground Floor, Sector-34-A, Near Sham Mall, Chandigarh, on **16.12.2019** between **2 P.M TO 4 P.M**

5) SUBMISSION OF TENDER

The technical and financial bids duly signed and complete in all respects and contained in separate sealed envelopes are to be submitted in another sealed envelope (Master Envelop) with the Manager, office of The Bhai Ghanhya Trust, SCO-175-187, Punjab State Cooperative Bank Building, Ground Floor, Sector-34-A, Near Sham Mall, Chandigarh, before **12.00 P.M on 26.12.2019**. No bid, for whatever reasons, shall be accepted after the expiry of the above prescribed time limit.

6) OPENING TENDER

The Technical & Financial bids will be opened **at 02.00 PM on 26.12.2019** in the Committee Room of The Punjab State Cooperative Bank Ltd., SCO. No. 175-187, Sector 34-A, Chandigarh in the presence of the representatives of the bidders who so wish to attend.

The Bhai Ghanhya Trust reserves the right to cancel/extend/prepone/postpone/ defer the date/ time of issuing Tender Documents or receiving/opening of the bids, without assigning any reasons and the same shall be binding upon all the prospective bidders.

The Bhai Ghanhya Trust also reserves the right to accept or reject all or any of the bids at any stage and without assigning any reasons thereof. Further,

the Trust also reserves the right to call for any additional details or information from any of the bidders. The decision of the Trust in this regard shall be final and binding upon all the bidders. The bidder may contact Office of Bhai Ghanhya Trust at 0172- 5014900 for clarifications, if any, on this Tender Notice.

Dr. S K Batish,
Chief Executive Officer,
Bhai Ghanhya Trust