



CIN – U40102OR2004SGC007553

TENDER DOCUMENTS
FOR

**GROUP HEALTH INSURANCE POLICY FOR OPTCL REGULAR EMPLOYEES &
THEIR FAMILY MEMBERS AND RETIRED EMPLOYEES.**



ଓଡ଼ିଶା ବିଦ୍ୟୁତ ଶକ୍ତି ସଂଚାରଣ ନିଗମ ଲିଡ.

ODISHA POWER TRANSMISSION CORPORATION LIMITED

(A Government of Odisha Undertaking)

Regd.Office: Janpath: Bhubaneswar-751022.

Telephone: (0674) 2540151 (EPABX), Website: www.optcl.co.in

CIN:U4102OR2004SGC007553

e-TENDER NOTICE NO:CPC-51/2022-23.

For and on behalf of OPTCL, the undersigned invites e-Tenders under two part bidding system from the reputed **IRDAI accredited Insurance companies** having experience in providing cash less health insurance to the employees of state or central Govt. Departments, PSUs, reputed corporate sectors, organizations for a period of one year from the date of commencement of the Agreement on contract basis at OPTCL.

Bidders would be required to enroll themselves on the tender portal www.tenderwizard.com/OPTCL for participation in the above tender. Complete set of bidding documents are available in www.tenderwizard.com/OPTCL from **10.03.2023(10.00 Hrs.) up-to 31/03/2023 (13.00 Hrs.)**. Interested FIRMS/AGENCIES may visit OPTCL's official website www.optcl.co.in and www.tenderwizard.com/OPTCL for detail specification.

N.B:-All subsequent addendums / corrigendum to the tender shall be hosted in the OPTCL's website www.optcl.co.in and www.tenderwizard.com/OPTCL only.

Pre-bid meeting on dated: **17/03/2023**, at **11:30** Hrs. in the (Conference hall of 1st Floor, Multi-storied Building, Central Procurement cell, OPTCL Bhubaneswar.

SENIOR GENERAL MANAGER
[CPC]

TENDER NOTICE NO CPC-51/2022-23

For and on behalf of OPTCL, the undersigned invites e-Tenders under two part bidding system from the reputed **IRDAI accredited Insurance companies** having experience in providing cash less health insurance to the employees of state or central Govt. Departments, PSUs, reputed corporate sectors, organizations for a period of one year from the date of commencement of the Agreement on contract basis at OPTCL as per the following details:

Description of employee families for health insurance.	Cost of Tender Paper in INR.	Period of Availability of Tender at OPTCL website	Last Date & Time of receipt of Tender	Date of opening of tender
No. of regular employees=2561.	Rs.14,160/- (Rupees Fourteen thousand One hundred and Sixty) only including GST.	(10:00 Hrs.) of 10/03/2023 up-to 31/03/2023 (12:30 Hrs.).	31.03.2023 (13:00 Hrs.).	03/04/2023 (11:00 Hrs.).
No. of retired employees=500				

The bidders can view the tender documents from OPTCL's Website free of cost. The bidders who want to submit bids shall have to pay non-refundable amount ₹ Rs.14,160/- (Rupees Fourteen thousand One Hundred Sixty) only including GST @ 18% towards the tender cost, online through e-payment gateway link provided in e-tender portal (by using Net Banking, Debit Card or Credit Card) prior to last date & time of submission of online tender. They have to also submit notarized hard copy of GST registration certificate on or before the date & time of submission of techno-commercial bid.

The bidders shall have to submit non-refundable amount of Rs.5,900/- (Rupees Five thousand Nine Hundred Only) including GST towards the tender processing fee to K.S.E.D.C.Ltd, in e-payment mode. The e-payment of above amount is to be made to enable the bidder to down load the bid proposal sheets & bid document in electronic mode.

The bidder shall deposit the tender cost, tender processing fee prior to scheduled date & the time for opening of bids notified in tender notice.

The bidders shall scan the Tender Cost and tender processing fee and upload the same in the prescribed form in either .gif or .jpg format in addition to sending the original as stated above.

The prospective bidders are advised to register their user ID, Password, company ID from website www.tenderwizard.com/OPTCL by clicking on hyper link "**Register Me**".

Any clarifications regarding the scope of work and technical features of the tender can be heard from the undersigned during office hours.

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**SENIOR GENERAL MANAGER
CENTRAL PROCUREMENT CELL**



**GROUP HEALTH INSURANCE POLICY FOR OPTCL REGULAR AND THEIR
FAMILY MEMBERS AND RETIRED EMPLOYEES ONLY
CONTAINING**

- SECTION – I : INSTRUCTION TO BIDDERS.**
- SECTION – II : GENERAL TERMS AND CONDITIONS OF
CONTRACT (G.T.C.C.) & SPECIAL TERMS AND
CONDITIONS**
- SECTION – III : LIST OF ANNEXURES**
- SECTION – IV : TECHNICAL SPECIFICATION.**
- SECTION – V : PRICE BID.**

Section - I

INSTRUCTION TO BIDDERS.

Brief description of organization:

ODISHA POWER TRANSMISSION CORPORATION LIMITED (OPTCL), one of the largest Transmission Utility in the country was incorporated under the Companies Act, 1956 as a Government of Odisha PSU to undertake the business of transmission and wheeling of electricity in the State. The registered office of the Company is situated at Bhubaneswar, the capital of the State of Odisha. Its projects and field units are spread throughout the State.

Presently the Company is carrying on intra state transmission and wheeling of electricity under a license issued by the Odisha Electricity Regulatory Commission. The Company owns Extra High Voltage Transmission system and operates transmission lines at 400 kV, 220 kV, 132 kV levels with more than 140nos. of substations throughout the state.

Odisha Power Transmission Corporation Limited (OPTCL) invites Tender from IRDA approved Insurance Companies (Licensed & registered with IRDAI) for implementation of Group Health Insurance Policy for its employees & their family members.

1. Submission of Bids:-

The bidder shall submit the bid in Electronic Mode only i.e www.tenderwizard.com/OPTCL. The bidder must ensure that the bids are received in the specified website of the OPTCL by the date and time indicated in the Tender notice. Bids submitted by telex/telegram will not be accepted. No request from any bidder to the OPTCL to collect the Bids in physical form will be entertained by the OPTCL.

The OPTCL reserves the right to reject any bid, which is not deposited according to the instruction, stipulated above. The participants to the tender should be registered under GST Laws.

1. For all the users it is mandatory to procure the Digital Signatures of Class-III.
2. Bidders are requested to follow the below steps for Registration:
 - a. Click "Register", fill the online registration form.
 - b. Pay the amount of Rs. 2360/- through e-payment/in favour of K S E D C Ltd Payable at Bangalore.
 - c. Send the acknowledgment copy for verification.
 - d. As soon as the verification is being done the e-tender user id will be enabled.

3. After viewing Tender Notification, if bidder intends to participate in tender, he has to use his e-tendering User Id and Password which has been received after registration and acquisition of DSCs.
4. If any Bidder wants to participate in the tender he will have to follow the instructions given below:
 - a. Insert the PKI (which consist of your Digital Signature Certificate) in your System.
(Note: Make sure that necessary software of PKI be installed in your system).
 - b. Click / Double Click to open the Microsoft Internet Explorer (This icon will be located on the Desktop of the computer).
 - c. Go to Start > Programs > Internet Explorer.
 - d. Type www.tenderwizard.com/OPTCL in the address bar, to access the Login Screen.
 - e. Enter e-tender User Id and Password, click on “Go”.
 - f. Click on “Click here to login” for selecting the Digital Signature Certificate.
 - g. Select the Certificate and enter DSC Password.
 - h. Re-enter the e-Procurement User Id Password
5. To make a request for Tender Document Bidders will have to follow below mentioned steps.
 - Click “Un Applied” to view / apply for new tenders.
 - Click on Request icon for online request.
6. After making the request Bidders will receive the Tender Documents which can be checked and downloaded by following the below steps:
 - Click to view the tender documents which are received by the user.
 - Tender document screen appears.
 - Click “Click here to download” to download the documents.
7. After completing all the formalities Bidders will have to submit the tender and they must take care of following instructions.
 - Prior to submission, verify whether all the required documents have been attached and uploaded to the particular tender or not.
 - Note down / take a print of bid control number once it displayed on the screen
8. Tender Opening event can be viewed online.
9. Competitors bid sheets are available in the website for all.
10. **For any e-tendering assistant contact help desk number mentioned below.**

- Bangalore – 080- 40482000.

The participants to the tender should be registered under GST Laws.

2. Division of Specification.

The specification is mainly two parts

Part-I (Techno-commercial bid) Consists of

[i] Section-I	Instruction to Tenderers.
[ii] Section-II	General Terms & conditions of contract.
[iii] Section-III	Schedules and forms etc.
[iv] Section-IV	Technical Specification.
[v] Section-V	Schedule of prices as per Annexure-V.

Part-II

Price bid.

3. Tenders shall be in two part.

The Tenderers are required to submit the tenders in two part.

4. Opening of Bids.

- [a] The tender shall be opened on the date and time fixed by the OPTCL for opening of bids in Electronic mode only. After scrutiny of the technical particulars and other commercial terms, clarifications, if required, shall be sought for from the bidders. The Tenderers shall be allowed 15 days' time for such activity.
- [b] On receipt of technical clarification, the bids shall be reviewed, evaluated and those not in conformity with the technical Specification / qualifying experience, shall be rejected. If any of the technical proposals requires modification to make them comparable, discussion will be held with the participating bidders.

All the responsive bidders shall be given opportunity to submit the revised technical and revised price proposals as a follow up to the clarification (modification if any) on the technical proposals. The qualified bidders shall be given opportunity to submit revised price proposals within 15 days from the date of such discussion or within time frame mutually agreed, whichever is earlier.

- [c] When the revised price proposals are received, the revised technical and price proposals will be considered for bid evaluation.
- [d] The bidders are required to furnish sufficient information to the Purchaser to establish their qualification, capacity to perform the work. Such

information shall include details of bidder's experience, its financial, managerial and technical capabilities.

- [e] The bidders are also required to furnish details of availability of appropriate technical staff and capability to perform after sales services. The above information shall be considered during scrutiny and evaluation of bids and any bid which does not satisfactorily meet these requirements, shall not be considered for price bid evaluation.
- [f] The price bids of the technically and otherwise acceptable bids shall only be evaluated as per the norms applicable in terms of this Specification.

5. **Purchaser's Right Regarding Alteration of Number of family units Tendered.**

The Purchaser may alter the Number of family units at the time of placing orders. Initially the purchaser may place orders for lesser numbers with full freedom to place extension orders for further numbers under similar terms and conditions of the original orders.

6. **Procedure and opening time of tenders.**

Tenders will be opened in the office of the Senior General Manager [C.P.C.] on the specified date and time in presence of the Tenderers or their authorized representatives [limited to one person only] in case of each bidder who may desire to be present, at the time of opening the bids.

7. **Bidder's Liberty to deviate from Specification.**

The Tenderer may deviate from the specification while quoting, if in his opinion, such deviation is in line with the IRDA guide line standard practice and conducive to a better and more economical offer. All such deviations should however be clearly indicated giving full justifications for such deviation. [Read with Clause-9, Section-II of the Specification].

8. **Eligibility for submission of bids.**

Only those bidders who have registered in e-tender portal and submitted tender cost are eligible to participate in the tender.

9. **Purchaser's right to accept/reject bids:**

The purchaser reserves the right to reject any or all the tenders without assigning any reasons what so ever if it is in the interest of OPTCL, under the existing circumstances. [Read with clause-10, Section-II of the specification].

10. **Mode of submission of Tenders.**

[A] Tenders shall be submitted in electronic mode only. (www.tenderwizard.com/OPTCL)

[B] **Telegraphic or FAX tenders** shall not be accepted under any circumstances.

11. Earnest money deposit:

No EMD is required for this tender.

12. Validity of the Bids: -

The tenders should be kept valid for a period of **180** days from the date of opening of the tender, failing which the tenders will be rejected.

13. PRICE: -

i) Tenderers are requested to quote-'FIRM' Price. No deviation from **FIRM PRICE** will be entertained irrespective of deviation clause No.7 of this part of the specification.

14. Revision of tender price by Bidders: -

[a] After opening of tenders and within the validity of period, no reduction or enhancement in price will be entertained.

[b] After opening of price bid if the validity period is not sufficient to place order, the tenderer may be asked by the purchaser to extend the validity period of the bid under the same terms and condition as per the original tender.

However, the tender are free to change any or all conditions including price except delivery period of their bids at their own risk, if they are asked by the purchaser to extend the validity period of the bid prior to opening of price bid.

15. Tenderers to be fully conversant with the clauses of the Specification:

Tenderers are expected to be fully conversant with the meaning of all the clauses of the specification before submitting their tenders. In case of doubt regarding the meaning of any clause, the tenderer may seek clarification in writing from the Senior General Manager (Central Procurement Cell) OPTCL. This, however, does not entitle the Tenderer to ask for time beyond due date, fixed for receipt of tender.

16. Documents to Accompany Bids.

Tenderers are required to submit tenders in the following manner:

The Tender shall Contain the following documents.

[i] Declaration Form. [As per Annexure-I]

17. Documents/Papers to accompany Bid.

(a) Price bid of the tender shall consist of the following

(i) Schedule of prices in the prescribed pro-forma in e-tender

18. Conditional Offer:

Conditional offer shall not be accepted.

19. General: -

- (i) In the event of discrepancy or arithmetical error in the schedule of price, the decision of the purchaser shall be final and binding on the Tenderer.
- (ii) For evaluation, the price mentioned in words shall be taken if there is any difference in figures and words in the price bid.
- (iii) Notice inviting tender shall form part of this specification.
- (iv) The price bids of the technically and otherwise acceptable bids shall only be evaluated.
- (v) Tenderer can offer any lot or all the lots of the tender, if there are more than one lots. But the tender (bid) must be furnished separately for each lot.
- (vi) It should be distinctly understood that the price bid shall contain only details/documents relating to price, as outlined in clause-17 mentioned herein above. Inclusion of any of the documents/information etc. shall render the bid liable for rejection.

Technical Bid.

Technical Bid should contain the following;

- (a) Duly filled evaluation sheet as per **Annexure-I**.
- (b) Duly completed covering letter as per **Annexure-II** on official letter head.
- (c) Applicant details as in **Annexure-III**.
- (d) Undertaking to understand and tender both general and special terms and conditions as in **Annexure-IV**.
- (e) IRDAI Accreditation Certificate.
- (f) A dummy copy of Group Health Insurance policy with detailed terms and conditions.
- (g) Details of the empanelled TPAs.
- (h) Generalized plan for group health insurance policy for OPTCL employees and their family members - **Annexure-V**

(1) The qualifying requirement for the tender shall be as below.

Qualifying Requirement.
The Bidder should be a registered private or public owned insurance company incorporated under The Companies Act, 1956 and/or 2013, in India.

The Bidder should be registered with the IRDAI to carry out health insurance business for at least last three completed financial years. For the avoidance of doubt, for the purposes of this Tender and determining health insurance business, health insurance business will exclude personal accident and travel cover, whether explicitly stated or not.

The Bidder shall have overall done the group health policy cover (excluding personal accident or travel cover) of at least 50,000 families for Category A States or at least 1,00,000 families for Category B States in any two of the last three completed financial years.

The Bidder shall have Gross Direct Premium Income from Health Insurance (excluding personal accident or travel cover) of at least Rs. 100 crores for Category A States and Rs. 200 crores for Category B States in India in any two of the last three completed financial years.

The Bidder should unconditionally accept the terms and conditions of this Tender Document

(2)The technical bid evaluation criteria of the tender shall be as follows.

Sl.No.	Criterion.	Points	Total
1	Number of Years Since License given by IRDA as on 02.11.2020		10
	1. Up to Three Years	4	
	2. More than three years and Up to Five Years	6	
	3. More than five years and Up to Seven Years	8	
	4. Above Seven Years	10	
2	Gross Total Premium underwritten within India (in Crores) as on 02.11.2020		10
	1. Up to Rs. 100 Crores	4	
	2. > Rs. 100 Crores - Rs.200 Crores	6	
	3. > Rs.200 Crores – Rs. 400 Crores	8	
	4. > Rs.400 Crores	10	
3	Health Premium underwritten within India (INR. In Crores) as on 02.11.2020*		20
	1. Up to Rs. 25 Crores	5	
	2. > Rs. 25 Crores - Rs.50 Crores	10	
	3. > Rs. 50 Crores – Rs.150 Crores	15	
	4. > Rs. 150 Crores	20	

► Bidders scoring equal to or more than 60% marks, as per above evaluation in Technical Bid, will qualify for further process of bidding.

Section -II

General Terms and conditions of Contract:

1. All the regular employees as well as employees on deputation and the retired employees of OPTCL to be covered in the scheme.
2. OPTCL at its sole discretion may extend the Last Date of Tender Submission by issuing a written notice to interested Bidders.
3. A Bidder may substitute or withdraw its Tender after submission but prior to the specified time on the last date of tender submission, provided that a written notice of the substitution or withdrawal is submitted to OPTCL.
4. The Tender must be completed in all respects and in the prescribed formats and must not contain any material alterations, conditions, deviations or omissions.
5. Tenders which are late/vague/conditional/incomplete/not conforming to the laid down procedure in any respect will be rejected.
6. Tenders sent by fax & e-mail will not be accepted.
7. The application should be unconditional in all respects.
8. The Bidder should sign on each page of the Tender documents along with numbering of pages.
9. One authorized representative of the Bidder can be present while opening the Tender (Both Envelope A & B).
10. The Evaluation of the tenders shall be done at OPTCL Corporate office and shall be placed before the management for acceptance of offer from Bidder offering least price.
11. In case of differences arising in the terms and conditions of the Tender documents with the firm(s), the decision of OPTCL shall prevail.
12. The successful Company shall at its own cost comply with the provision of orders and notifications issued by IRDA and Government from time to time.
13. The period of contract will initially be for one year extendable on mutually agreed terms and conditions, which is liable to be terminated with three months' notice, if any lapse or unsatisfactory performance of the Company/firm is noticed.
14. OPTCL reserves the right to modify/change/delete/add any further terms and conditions prior to opening of Tender
15. **Terms of payment:** The annual premium for Group Health Insurance shall be paid in advance on submission of "Tax Invoice" in triplicate, in terms of the CGST and OGST Rules, as applicable under GST law.
16. **Liquidated Damage for deficiency in service:** In case of deficiency in service by the Insurer or TPA, Insurer shall be debarred in participating future Tenders of OPTCL for a period of three years. In case of termination of contract due to deficiency in service, the insurer shall be liable to refund the proportionate amount for the balance period along with fifteen percent thereon. OPTCL shall also have other recourse like

- complaint before IRDA, legal proceedings against the Insurer.
17. **Paying Officer:** DDO, OPTCL Hqrs. shall be the paying officer.
18. **SETTLEMENT OF DISPUTES:**
- 18.1 Any dispute(s) or difference(s) arising out of or in connection with the Contract shall, to the extent possible, be settled amicably between the parties.
- 18.2 If any dispute or difference of any kind, whatsoever, shall arise between OPTCL and the Insurer arising out of the Contract for the performance of the Insurance Scheme whether during the contract period or after its completion or whether before or after the termination, abandonment or breach of the Contract, it shall, in the first place, be referred to and settled by the Director (HRD) of OPTCL, who, within a period of thirty (30) days after being requested by either party to do so, shall give written notice of his decision to OPTCL and the Insurer.
- 18.3 Save as hereinafter provided, such decision in respect of every matter so referred shall be final and binding upon the parties until the completion of the insurance scheme and shall forthwith be given effect to by the Insurer who shall proceed to provide the service with all due diligence, whether he or OPTCL requires arbitration as hereinafter provided or not.
- 18.4 If after the Director (HRD) of OPTCL has given written notice of his decision to the parties, no claim to arbitration has been communicated to him by either party within thirty (30) days from the receipt of such notice, the said decision shall become final and binding on the parties.
- 18.5 In the event of Director (HRD) of OPTCL failing to notify his decision as aforesaid within thirty (30) days after being requested as aforesaid, or in the event of either OPTCL or the Insurer being dissatisfied with any such decision, or within thirty (30) days after the expiry of the first mentioned period of thirty days, as the case may be, either party may require that the matters in dispute be referred to arbitration as hereinafter provided.
19. **ARBITRATION:**
- 19.1 All disputes or differences in respect of which the decision, if any, of the Director (HRD) of OPTCL has not become final or binding as aforesaid shall be settled by arbitration in the manner hereinafter provided.

- 19.2 The arbitration shall be conducted by three arbitrators, one each to be nominated by the Insurer and the OPTCL and the third to be appointed as a Presiding Arbitrator by both the arbitrators in accordance with the Arbitration & Conciliation Act 1996. If either of the parties fails to appoint its arbitrator within sixty (60) days after receipt of a notice from the other party invoking the Arbitration clause, the arbitrator appointed by the party invoking the arbitration clause shall become the sole arbitrator to conduct the arbitration.
- 19.3 The arbitration shall be conducted in accordance with the provisions of the Arbitration & Conciliation Act 1996 or any statutory modification thereof. The place and venue of arbitration shall be at Bhubaneswar.
- 19.4 The decision of the majority of the arbitrators shall be final and binding upon the parties. The arbitrators may, from time to time, with the consent of all the parties, extend the time for making the award subject to provisions of the arbitration and conciliation Act 1996 and any amendment thereto. In the event of any of the aforesaid arbitrators dying, neglecting, resigning or being unable to act for any reason, it will be lawful for the party concerned to nominate another arbitrator in place of the outgoing arbitrator.
- 19.5 The arbitrator shall have full powers to review and/or revise any decision, opinion, direction, certification or valuation of the Director (HRD) of OPTCL in accordance with the Contract, and neither party shall be limited in the proceedings before such arbitrators to the evidence or arguments put before the Director (HRD) of OPTCL for the purpose of obtaining the said decision.
- 19.6 No decision given by the Director (HRD) of OPTCL in accordance with the foregoing provisions shall disqualify him as being called as a witness or giving evidence before the arbitrators on any matter whatsoever relevant to the dispute or difference referred to the arbitrators as aforesaid.
- 19.7 During settlement of disputes and arbitration proceedings, both parties shall be obliged to carry out their respective obligations under the Contract.

20. **JURISDICTION OF COURT:**

20.1 The laws applicable to the Contract shall be the laws in force in India. The Hon'ble Courts of Bhubaneswar/Cuttack shall have exclusive jurisdiction in all matters arising under this Contract.

20.2 Writ Jurisdiction shall come under High Court Of Odisha.

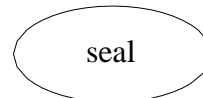
Special Terms and Conditions:

1. The scheme should have provisions for new entrants in service to get coverage immediately on communication from OPTCL. The submission of premium in such cases will be set on pro-rata basis.
2. Once included in the scheme, the employee along with his/her family members should get the benefit of coverage until expiry of the coverage period irrespective his/her exit from the Organization.
3. The authority towards sanction of corporate buffer would lie solely and discretionary in the hand of the Corporation.
4. The selection of TPA shall be done in consultation of the corporation.
5. Reports including the claims of individuals and the details of settlement are to be furnished to the Corporation on monthly basis or as and when required by the Corporation.
6. The Letter of Award to an Insurer and terms & Conditions of Tender shall form part of the contract.

Date

(Signature of the Authorized Person)

Name _____



**Section III
Annexures**

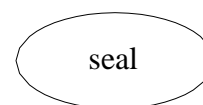
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Evaluation sheet for qualification tender

General Tender Requirements	To be filled by the Insurance Company	To be filled by authorized OPTCL Officer
	Submitted Yes / No	Complied Yes / No
Tender Application Cover Letter		
Applicant Details		
Details of associated TPAs		
Undertaking to abide both the general and special terms and conditions.		
IRDA Accreditation Certificate		
Tender documents duly signed on each page		
A dummy copy of Group Health Insurance policy		

(Signature of the Authorized Person)

Date:



Name _____

Mobile No. _____

Annexure- II

On office letter head)

Date. _____

To

The Sr.G.M (CPC),
OPTCL, Janpath: Bhubaneswar-751022.

Dear Madam,

Sub.: Notice Inviting Tender for Group Health Insurance Policy for
OPTCL Employees and their Family Members.

Ref: Your Office Tender Call Notice No. –

With reference to the above, I am/We are enclosing our tender for ‘Group Health Insurance Policy for OPTCL employees and their family members’ which is valid for a period of 90 days from date of Tender opening.

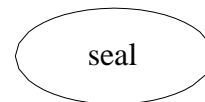
I/We hereby reconfirm and declare that I/We have carefully read and understood the above referred Tender document including instructions, terms & conditions and all the contents stated therein and all subsequent corrigenda published on OPTCL website.

I/we further certify that in the last five years, we or any of our Associates have neither failed to perform on any contract, as evidenced by imposition of a penalty by an arbitral or judicial Client or a judicial pronouncement or arbitration award against the Tender nor been expelled from any contract by any public Client nor have had any contract terminated by any public Client for breach on our part.

Thanking you.

Yours faithfully,

(Signature of the Authorized Person)



Name _____

Mobile No. _____

APPLICANT DETAILS

1. DETAILS OF THE COMPANY

- a. NAME
- b. ADDRESS OF THE CORPORATE HEADQUARTER
- c. CORPORATE IDENTIFICATION NUMBER
- d. PAN
- e. DATE OF INCORPORATION
- f. DATE OF COMMENCEMENT OF BUSINESS
- g. ADDRESS AND CONTACT NUMBERS OF ITS BRANCH OFFICE IN THE STATE
- h. NAME AND CONTACT DETAILS OF BRANCH HEAD

2. DETAILS OF THE INDIVIDUAL WHO WILL SERVE AS THE POINT OF CONTACT/COMMUNICATION FOR OPTCL FOR THE PURPOSE OF THIS TENDER

- a. NAME
- b. DESIGNATION
- c. COMPANY
- d. ADDRESS
- e. TELEPHONE NUMBER
- f. MOBILE NUMBER
- g. E-MAIL ADDRESS

3. PARTICULARS OF THE AUTHORISED SIGNATORY OF THE BIDDER

- a. NAME
- b. DESIGNATION
- c. COMPANY
- d. ADDRESS
- e. TELEPHONE NUMBER
- f. MOBILE NUMBER
- g. E-MAIL ADDRESS

4. PARTICULARS FOR FINANCIAL TRANSACTION

- a. NAME OF THE BANK
- b. BRANCH NAME
- c. ADDRESS
- d. IFSC
- e. BANK ACCOUNT NO

Yours faithfully,

(Signature of the Authorized Person)

seal

Name

(On Office Letter Head)

Date. _____

To

The SR.G.M (CPC)

OPTCL, Janpath: Bhubaneswar-751022.

Dear Madam,

Sub: Undertaking regarding understanding and compliance with the general and special terms and conditions set out in the Tender notice of OPTCL for proposed group health insurance scheme.

Ref: Your Office Tender Call Letter No. –

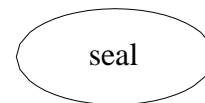
With reference to the above, I _____(insert name) designated as _____ (insert title) at _____ (insert location) of _____ (insert name of the quote) and being authorized signatory for and on behalf of the Bidder, do hereby declare and undertake that we have read the Tender documents for award of insurance contract for implementation of group health insurance scheme for the employees of OPTCL and their family members.

We hereby undertake and explicitly agree that if we are selected as the successful Bidder, we shall adhere to and unconditionally comply with both the general as well as special terms and conditions set out in the Tender notice.

Thanking you.

Yours faithfully,

(Signature of the Authorized Person)



Name _____

Mobile No. _____

Annexure- V

**GENERALISED PLAN FOR GROUP HEALTH INSURANCE POLICY
FOR
OPTCL EMPLOYEES AND RETIRED EMPLOYEES
AND THEIR FAMILY MEMBERS**

Technical Details				Remarks	Comments of the Insurer
Group Name	Odisha Power Transmission Corporation Ltd.			This is a requisite plan/scheme for the said group health insurance. However, the interested insurance company may provide a dummy copy of its group health insurance scheme which must satisfy all the requisite of this proposed group health insurance plan.	
Location	Bhubaneswar				
Commencement Date	01-04-2023	Period	One year		
Insured Group Details					
Employee Strength As on	01-04-2023 (Projected).				
No. of employees FAMILY UNIT	2630				
No. of RETIRED employees FAMILY UNIT	500				

Family Definition	Structurally the family size will be 1+5 that includes employee along with his/her spouse, dependent children upto the age of 30years and parents or parent-in-laws. The unmarried as well as handicapped (physically & mentally) brother & Sister fully dependent may also be covered however the family size will be limited to 1+5.		
Coverage Age	Child Up to 30 years. Existing employee till in employment of the Company. Retired employees beyond 60 (sixty) years may be continued under. Parents/ Parents-in-laws are covered without age limit.		
Floater/Individual	Floater		
Sum Insured bands	1. Non-Executive employees - Rs.5 Lakhs per family unit. 2. Jr. Mgr. to DGM - Rs.5 Lakhs per family unit. 3. GM and above - Rs. 7 Lakhs per family unit. Buffer- Up to 10 lakhs for specified cases with approval.	1. Non-Executive employees to executives upto the rank of DGM - family unit=2561. 3. GM and above - family unit=69.	
Coverage & Benefits Details for Regular Employees & their family members		Remark	Comments of the Insurer
Coverage of Pre Existing diseases	To be Covered		
Cashless facility	To be applicable		
30 days waiting Period	To be Waived		
1st Year, 2nd Year and 3rd year exclusions	To be Waived		
Pre and post hospitalization Expenses	60 Days Pre and 90 Days post hospitalization Expenses to be covered		
Maternity Benefit /Abortion/Miscarriage/ New Born Baby	To be Covered. (New baby to be covered from Day 1)		

	Maternity Normal Delivery- Rs. 20,000/- C- Section: Rs. 50,000/-		
Corporate Buffer	Rs. 1,00,00,000/- (One Crore)		
Co-Payment	Applicable, Employee/ Spouse/ Children- Nil Only for Parents / Parent-in- Law ageing more than 60years, co-pay at 10% shall be applicable.		
Sub-Limits for diseases	Cataract- Rs. 25,000/- each eye Hernia- Rs. 50,000/- Hysterectomy- Rs. 50,000/- Knee Replacement- Rs. 2,00,000/- each knee		
Room Rent Capping per day	1.Semi Private- Non Executives 2.Private Non-A/C – Jr. Mgr to Manager 3.Private A/C- AGM to GM 4. Cabin (Deluxe) Sr. GM & above.		
AYUSH Treatment	Applicable, Treatment in Govt. Hospitals/Medical Corporations recognized by NABH to be covered in the scheme.		
Day Care Procedures	Applicable. List to be provided by Insurer.		
Coverage of consumables	Covered as per IRDA guidelines.		
Mid-term Addition	New Employees and family shall be included in policy immediately upon joining, on pro-rata payment basis. No additional premium to be provided for mid-term addition of new members into the family. Pro rata Premium to be charged in case of Addition and prorate premium shall be adjusted/ refunded on exit of an employee.		

Ambulance Charges	To be covered up to Rs2,500/- per event.		
Any Other benefit	Any other benefit that the insurance company may have in its fold and want to provide may please be declared in tender. 1. Annual Health Checkup of the employee. 2. Ambulance Charges 3. Air Ambulance Service 4. Dental – Rs. 5000/- max. in a policy year 5. Individual top up on sum assured.		
TPA	IRDAI approved TPA Services Involved (if any) and Name and contact details to be submitted. The authorized representative of the corporation will participate in the screening process of TPA. List of Network of Authorized hospitals to be provided.		
Any Service Charges on Medical Bills	Should not be deducted from the individual Claim.		
Implant & Artificial Limbs, Hearing Aid	Reimbursement of the cost		

Name and Signature of Authorized Person

seal

Section-IV
PRICE BID.

Annexure-VI

PRICE BID FOR
**GROUP HEALTH INSURANCE POLICY FOR OPTCL REGULAR AND
RETIRED EMPLOYEES AND THEIR FAMILY MEMBERS.**

Sl. No.	Description.	Total no. of family units	Quoted Price in INR.	GST @ %	Total including GST per family unit in INR.	Total Premium (In INR)
A	1) 1)Premium for coverage of Rs. 5.00 Lakh per Employee (Regular) family unit(Self + 5 dependent family member) for first year along with Buffer and other condition for regular employees of OPTCL .(2561 regular employees) 2) 2) Regular employee with buffer (1 Crore) 3) 3)Premium for coverage of Rs. 5.00 Lakh per Retired Employee family unit(1 +1 dependent spouse) for first year along without Buffer and other condition for regular employees of OPTCL.(500 Retired employees)	3061				
	4) Premium for coverage of Rs. 7.00 Lakh per Employee	69				

	(regular) family unit (GM and above) for first year along with Buffer and other condition.					
			Grand Total in INR			

Note:

- Conditional tenders are not acceptable.
- Tenders submitted in the above format is only acceptable.
- Number of Employee **(retired)** family unit may vary as per the participation of retired employees.

To be submitted in Part-II i.e. for Price-bid in Excel format only.