

Punjab Cricket Association

Tender Notice for Group Health Insurance Policy for Employees of Punjab Cricket Association

Notice Inviting Bids

Sealed Tenders are Invited from Insurance Companies having License for providing Medical Insurance (Licensed and Registered with IRDA) dealing with Medical / Health Insurance for implementation of **“Group Health Insurance Policy for Employees of Punjab Cricket Association”**.

The Technical Bid and Financial Bid (containing the amount of the premium along with breakup of taxes and any other charge) should be sealed by the bidder in separate envelopes duly super-scribed and both these sealed envelopes are to be put in a bigger envelope which should also be sealed and duly super-scribed with **“Group Health Insurance Policy for Employees of Punjab Cricket Association”**. The Technical Bid will be evaluated by Punjab Cricket Association, based on the information/data provided by the bidders as mentioned in the Envelope ‘A’ below. Following is the schedule for submission and opening of bids:-

- 1) Last date for submission of bid documents- 14th June, 2023 at 12.00 PM
- 2) Pre bid Meeting- 9th June, 2023 at 12.00 PM
- 3) Date of opening of Technical Bids- 14th June, 2023 at 3.00 PM
- 4) Date of opening of Financial Bids- Will be informed

Complete bid document should be dropped in the box placed at the Reception of PCA I.S Bindra Stadium, Sector 63, S.A.S Nagar, Mohali (Punjab)-160062 not later than 14th June, 2023 by 12.00 PM. Proposals received later than the prescribed date and time will not be considered for evaluation. In this regard, no request, whatsoever, shall be entertained.

Terms and conditions:

1. Procedure for submission:

Sealed envelopes A & B (as stated below) to be placed in a single cover (sealed) and super-scribed as “EOI for Group Health Insurance Policy for Employees of Punjab Cricket Association”. The sealed envelope should be dropped in the tender box placed Reception of PCA I.S Bindra Stadium, Sector 63, S.A.S Nagar, Mohali (Punjab)-160062 on or before the due date and time. Those who send the tender documents by post, have to ensure that the documents reach before the prescribed time & date. The Association will not take any responsibility under any circumstances for courier/postal delays.

Envelope ‘A’: TECHNICAL BID

This envelope should contain the following:

- (a) Information/Documents as mentioned in Annexure ‘A’ below.
- (b) Earnest Money in the form of Demand Draft in favour of “Punjab Cricket Association” payable at Mohali amounting to Rs.50,000/-
- (c) PCA is authorized to use the services of any licensed broker for smooth operations of the policy, faster and speedy services/claim settlement/or any other matter related to policy.

Envelope ‘B’: FINANCIAL BID

The Interested parties must submit their financial bid as per format attached as Annexure ‘B’.

2. The Interested parties must send their proposals, after considering the following points:-

- a) The Punjab Cricket Association will evaluate the Technical Bids, based on the information/documents supplied by the Bidders as mentioned above. However, the PCA is not under obligation to any of the vendors for rejection of their bids. Further, the PCA is also not under Obligation to justify/disclosure of the acceptance of bids to any Bidder.
- b) One authorized representative of the bidder can be present while opening the bids.
- c) Financial bids of only technically qualified parties shall be opened.
- d) The Tenderer should sign on each page of the tender documents.
- e) All the employees of the Punjab Cricket Association, irrespective of age group, should be eligible to join the scheme. At present, the retirement age for employees is 60. The list of number of employees in different age groups age is attached as Annexure-‘C’.
- f) Bids, which are late/vague/conditional/incomplete/not confirming to the laid down procedure in any respect, will be rejected.
- g) Further the treatments going on for the current employees must also be covered under the Scheme.
- h) Tenders sent by Fax & E-mail will not be accepted.
- i) In case of differences arising in the terms and conditions of the tender documents with the bidder(s), the decision of Punjab Cricket Association shall prevail.
- j) The scheme should have provisions for new entrants in service to get coverage within 24 hours of communication from Punjab Cricket Association.
- k) 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.

- l) The period of contract will initially be for one year extendable on mutually agreed terms and conditions, which is liable to be terminated with one month's notice, if any lapse or unsatisfactory performance of the Company/firm is noticed.
- m) The Courts of Mohali alone will have the jurisdiction to try any matter, dispute or reference between the bidders and the PCA arising out of this service. It is specifically agreed that no court outside and other than Court in Mohali shall have jurisdiction in the matter

Special Terms and Conditions:

1. Cashless facility should be provided in at least one major multi-specialty hospitals located in the country.
2. There should be a dedicated helpline (24 x 7) and the contact details should be furnished in the tender along with their postal and email address.
3. Reports including the claims of employees and the details of settlement are to be furnished by the bidder, if asked by PCA.
4. Admission and discharge to and from the hospital preferably on 24x7 basis.

Annexure-A

Information/Documents to be submitted in the Detailed Proposal

Sr. No.	Technical Requirements	Complied Yes / No	Supporting documents enclosed.
1.	IRDA Accreditation Certificate.		
2.	GST/PAN number of the firm.		
3.	Adequate experience in providing Group Insurance during immediate previous 5 years to corporates or institutions.		
5.	Cashless treatment in at least 1 major Hospitals located in the country.		
6.	24X7 helpline of TPA along with contact details of TPA.		
7.	A dummy copy of Group Health Insurance policy (to be entered between the Vendor and Punjab Cricket Association) with detailed terms and conditions		
8.	List of Diseases covered and their capping, if any. Further list of inclusions of Pre and Post Hospitalization including Room Rent must be provided.		
9.	List Empanelled Multispecialty Hospitals in the country.		
10.	Undertaking that the bidder is not blacklisted to participate in Govt. tenders.		

(Signature of the Authorized Person)

Date:

Name _____

Mobile No. _____

Annexure-B

Punjab Cricket Association

Financial Bid for Group Health Insurance Policy for Employees

S.no	Particulars	Total Premium in Rs.
	Premium for Coverage of Rs.5 Lakhs per employee	
	Taxes (if any)	
	Total in Figures	
	Total in Words	

Annexure - C

List of Employees under different age groups

Age Group	List of Employees
18-25	1
26-30	4
31-35	8
36-40	10
41-45	4
46-50	8
51-55	6
56-60	3