



KERALA SHIPPING AND INLAND NAVIGATION CORPORATION LTD

(A Government of Kerala Undertaking)

38/924 A, Udaya Nagar Road, Gandhi Nagar, Kochi -682020.

Tel: 0484-2203614/2206232, Fax 2206848 www.ksinc.in, keralashipping@gmail.com

No.A-497/2020

Date: 16.06.2020

TENDERS FOR RENEWAL OF MEDI-CLAIM POLICY

Sealed tenders are invited from Insurance Companies / medi-claim service providing agencies in single bid system for providing medical insurance coverage to employees of the company. Tender forms are available at the website www.ksinc.in. Completed tenders will be accepted till 03.00 PM on 01.07.2020. Received tenders will be opened at 03.30 PM the same day in the presence of tenderers, if any.

**Kochi,
16. 06.2020.**

**Sd/
Managing Director**

IMPORTANT DATE

Last date of submission of offers : 01.07.2020 – 03.00 PM
Opening of bid : 01.07.2020 – 03.30 PM

Signature of Tenderer

TENDER FOR RENEWAL OF MEDICLAIM POLICY AT KSINC

I. General Conditions on submission of Tender:

- a) The tenders are invited under single bid system:
- b) The tenders shall be submitted in the prescribed form. Tender documents are available from the web site www.ksinc.in of the company. The tender documents are available till 01.07.2020, 3.00 PM.
- c) Tender documents shall contain full address of the insurance company, details of previous experience, license for providing insurance business, GST, PAN etc., financial status along with supporting documents/testimonials etc.
- d) The price bid shall be submitted in the prescribed form attached at the end of this document.
- e) The tender documents along with price bid should be addressed to **The Managing Director, Kerala Shipping and Inland Navigation Corporation Ltd., 38/924-A, Udaya Nagar Road, Gandhi Nagar, Kochi – 20.**
- f) Last date for submission of the tender is 01.07.2020 at 03.00 PM. Tenders received after this time will not be accepted for any reason.
- g) The received tenders will be opened at 03.30 PM on the same day in the presence of the tenderers, if any.
- h) KSINC reserves the right to reject any or all quotation at their sole discretion without assigning any reasons whatsoever.

Signature of Tenderer

TERMS AND CONDITIONS FOR THIS TENDER

- 1) Tenders are invited from experienced insurance companies or their authorised agents for providing medical insurance cover for the employees of the company for a period of one year. KSINC reserves the right to reject any of or all quotations at their discretion without assigning any reason whatsoever.
- 2) The quotation shall include the following details:
 - a) Details of insurance company and / or the agent
 - b) Details of existing Corporates/large clients where medical insurance shall be covered.
- 3) Rates shall be quoted in the price bid enclosed.
- 4) Your quotation must be in sealed cover and should reach the address mentioned above on or before 03.00 PM on 01.07.2020.
- 5) Payments for the renewal of policy shall be made in RTGS mode to bank account of the accepted bidder.
- 6) The policy coverage shall be an extension of medical insurance cover that is in existence since 2005. All the illness of employees and their dependent shall be covered. All the pre existing diseases should also be covered.
- 7) The sum assured for per person/per family required is Rs.3,00,000/-.
- 8) There shall be no sub limits.
- 9) The insurance company should have tie up all the major hospitals in all district for cashless treatment.
- 10) In case of reimbursement, it should be settled within a period of 15 days of receipt of medical bill.
- 11) The insurance company shall nominate a contact person for the service of the policy. He should be available on telephone in 24 hours.

Signature of Tenderer

- 12) Total number of employees and their dependants are 320 (approx.). List of employees and their dependants are available on request from the office for calculating premium.
- 13) The service provider will be selected on the basis of the following:
- (i) Total premium
 - (ii) List of hospital covered
 - (iii) Details of past experience
- 14) KSINC is not bound to accept the lowest bid. It also reserves the right to reject any or all the bids at their sole discretion without assigning any reason whatsoever.
- 15) The tender proceedings, the work order and other related matters subject to the Jurisdiction of Court in Ernakulam only.
- 16) The bidder need not submit EMD and Cost of tender form.
- 17) For any enquiries to this tender, you may contact to the Superintendent (Personnel and Administration) – 9846214888.
- 18) The existing policy will expires on 19.07.2020. Therefore, the selected bidder must take over the policy thereafter.

The policy should cover the following:

1)	Service category	:	Both cashless & reimbursement.
2)	OPD & Day care / IPD	:	Both OPD & IPD to be covered.
3)	Waiting period,	:	To be waived off. Coverage shall be an extension of existing medical insurance. All the illness of employees and their dependent shall be covered.
4)	Family definition	:	Employee, spouse and 3 dependent children up to 25 Yrs. of age.

Signature of Tenderer

5)	Sum Insured	:	Rs.3,00,000/- (with provision for top up), with no sub limits.
7)	Pre-existing Diseases	:	To be covered
8)	Pre-Post Hospitalization Expenses.	:	Pre Hospitalization and Post Hospitalization for 30 days & 60 days to be covered.
9)	Diseases Wise sublimit	:	No limit to be made
10)	New born coverage	:	From day 1 up to full SI
11)	Admin/Registration/Service/ Misc. charges	:	To be included
12)	Room rent & ICU charges	:	As per standard practice
13)	Ayurveda Treatment	:	To be included
14)	Ambulance Service	:	To be included
15)	Notice of intimation	:	To be waived off
16)	Mode of Payment	:	NEFT / RTGS to member.
17)	Claim submission	:	Within 60 days of discharge from the hospital.
18)	Continuity option for retired employees	:	To be included. (An employee getting retired during the policy tenure must get the advantage to renew his policy during next year even if he is retired from the Establishment).

Note: Offer should be forwarded in 2 formats as follows:

- a) Offer with IPD alone.
- b) Offer covering OPD & Day care / IPD.

All other inclusions / coverage as per the standard medi-claim policy to be included in the offer. The above cited is only the indication of mandatory requirements.

Signature of Tenderer



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TENDER FOR RENEWAL OF MEDICLAIM POLICY

FIRM DETAILS

1	Name of the firm	
2	Constitution	Individual / Partnership / Company
3	Address for communication	
4	Phone Numbers	
5	Contact person with mobile No.	
6	Registration No. of the firm and date of Registration	
7.	PAN No	
8.	GST No.	
9.	Bank Account details	
8	Number and details of active contracts in hand as on date (details to be attached separately).	
9	Turn over in the last three years in case of agents/ brokers	2017-18 : 2018-19 : 2019-20 :

Signature of Tenderer

(Add separate sheets wherever necessary).

I/We hereby agree to undertake the renewal of medi-claim policy of the employees of KSINC for a period of one year starting from 20.07.2020 as per the terms and conditions stated herein and at the rates specified in the price bid

Place:

Signature :

Date:

Name :

Signature of Tenderer



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TENDER FOR RENEWAL OF MEDI-CLAIM POLICY

PRICE BID

I hereby agreed to undertake the renewal of medi-claim policy of the employees and their dependants at KSINC as per the terms and conditions notified in the Tender Notice No.A-497/2020 dated 10.06.2020, for a period of one year w.e.f. 20.07.2020 for the amount stated below inclusive of all taxes and levies.

Rs (inclusive of all Taxes)

(Rupees)

Date :

Signature of the Tenderer

Name & Address :

Signature of Tenderer