



INDIAN INSTITUTE OF MANAGEMENT KASHIPUR

(Set up by Ministry of HRD, Govt. of India)
Kundeshwari, Kashipur-244713 (Uttarakhand)
Website: <http://iimkashipur.ac.in>

INVITING EXPRESSION OF INTEREST (EOI) FOR GROUP HEALTH AND PERSONAL ACCIDENTAL INSURANCE POLICY FOR IIM KASHIPUR STUDENTS

No. IIMKPV/Student's Insurance/2018

Date: 21/06/2018

The Indian Institute of Management Kashipur is set up with the objective of imparting quality management education while sensitizing students towards the needs of the society. IIM Kashipur commenced operations from July 2011.

The institute boasts of being located in one of the densest industrialized regions in the country with over 180 industries having set up their plants in and around the region and many more lining up. The Institute was awarded the membership of The Association of Advance Collegiate Schools of Business (AACSB) in March 2014. The Institute also has been ranked 20th in NIRF Rankings 2018.

IIM Kashipur is making efforts to provide medical and health services to its students within the overall framework of the institute. The risk of low level of health security is prevalent among students of the institute due to their nature of work. The Group Health and Personal Accidental Insurance Plan could be a way of overcoming financial handicaps, improving access to quality medical care and providing financial protection against high end medical expenses. The Group Health plan for the welfare of IIM Kashipur students attempts to address such issues.

In view of this, the Institute invites Expressions of Interest (EoI) from the insurance companies (licensed and registered with IRDA) or Agencies (enabled by central legislation to undertake Insurance related activities) dealing with "Group Health and Accidental Insurance Plan" for implementation for providing cover to the students of IIM Kashipur.

Interested companies may submit sealed quotations as per enclosed format and following schedule:

Schedule:

➔ Last date for submission of Bids	▶	<u>11 July 2018</u>	<u>3:00 PM</u>
➔ Date and time of opening of Bids	▶	<u>11 July 2018</u>	<u>3:30 PM</u>

- The bids/proposals received after the above deadline will not be considered.
- Incomplete and unsigned bids or the bids not in prescribed format will be rejected without assigning any reason.
- The bids/proposals should be complete in all respects and submitted to:

*The Chief Administrative Officer
Indian Institute of Management Kashipur
Kundeshwari, Distt. Udham Singh Nagar
Kashipur-244713 (Uttarakhand)*

1. Key Features

The Key features for health insurance plan includes:

- 1.1. Health and Accidental Insurance Scheme would be for about 460 students approximately ($\pm 10\%$ variation).
- 1.2. Premiums for insurance coverage: IIM Kashipur will pay a regular insurance premium for Health and Accidental insurance during the coverage period.
- 1.3. Direct billing to service providers: The Insurer will ensure direct settlement of bills and claims with hospitals and medical service providers.
- 1.4. Accessibility to health and accidental insurance services: The administrative set-up should ensure access to health and accidental insurance information and services to all the beneficiaries of IIM Kashipur.
- 1.5. The scheme: The scheme will include the participation of all public & private sector health and accidental service providers.

2. Terms and conditions

- 2.1. **Submission procedure:** Sealed envelope (as mentioned below) sealed and superscribed as **“Bid for Group Health and Personal Accidental Insurance Policy for IIM Kashipur students”**.

The envelop should contain:

- i. Duly completed covering letter as per Annexure-II on official letter head
 - ii. Technical Bids as per Annexure-I, Annexure-III (Option-A and B) and the terms and conditions duly signed
 - iii. Relevant supporting documents of technical bid, if any.
 - iv. The financial bid as per Annexure-IV.
- 2.2. The sealed envelope should be dropped in the tender box placed in the office of CAO by the deadline. Those who send the tender documents by post have to ensure that the documents reach before the prescribed time and date. The Institute will not take any responsibility under any circumstances for courier / postal delays:
 - 2.3. One authorized representative of the bidder can be present while opening the EOI.
 - 2.4. Financial bids of technically qualified parties shall be opened at a later date.
 - 2.5. The technical evaluation committee of the institute constituted for the said purpose shall assess the ability and credential of the service provider, before deciding on the EOI and financial documents will be issued to only those firms who will be recommended by the said committee for the said purpose.
 - 2.6. The bidder should sign on each page of the document.
 - 2.7. EOI which are not in conformity with the requirement of the institute shall be rejected, without assigning any reason whatsoever.
 - 2.8. EOI sent by FAX or mail shall not be considered for evaluation.
 - 2.9. All the students of IIM Kashipur irrespective of their age shall be eligible to join the scheme. At present, the minimum entry age for IIM Kashipur students is 20 Years and the maximum age is 35.
 - 2.10. The scheme should have provision for addition/deletion of students on pro rata basis. Presently IIM Kashipur is taking admission of new students during June/July of every

year.

- 2.11. The qualified company/ service provider shall have at its own cost, comply with the provisions of orders & notifications issued by IRDA and Government, from time to time.
- 2.12. In case of any unsatisfactory service, suitable penalty as deemed fit to be decided by the competent authority of IIM Kashipur shall be levied after issuing notice/ giving chance to the service provider for rectification.
- 2.13. In case of any failure for settlement of any claim as agreed upon by the service provider, within a reasonable time frame to be decided by the competent authority of IIM Kashipur, suitable penalty shall be instituted. The period of contract shall be initially for one year extendable further on mutually agreed terms and conditions, which is also liable to be terminated in case of any unsatisfactory services or lapses of any kind, with one months' notice.
- 2.14. IIM Kashipur reserves the right to modify/change/alter any terms and conditions prior to signing of the agreement.
- 2.15. Any dispute or difference which may arise shall be resolved through conciliation and arbitration proceedings, the same shall be referred to the Director, IIM Kashipur for settlement whose decision shall be final and binding.
- 2.16. Any dispute are subject to Kashipur jurisdiction only.

3. Special terms and Conditions

- 3.1. There shall be a dedicated helpline (24 x7) from the TPA of Insurance / In house TPA available and the contact details including the name of contact person, contact numbers and postal/email address, shall be furnished in the EOI.
- 3.2. If there is any reimbursement to the students/beneficiaries of the scheme, the same should be paid directly to the students within 10 days on receipt of bills, the service provider shall be responsible for ensuring the smooth process.
- 3.3. The response time by the TPA at the time of admission shall be maximum upto 6 hours.
- 3.4. Reports including claim of the students and the details of settlement are to be furnished to the institute on monthly basis or as and when required by the institute

4. Documents to be furnished along with the EOI

- 4.1. Certified copy of IRDA accreditation certificate.
- 4.2. Details of Third Party Administrators (TPA) / In house TPA (if applicable)
- 4.3. A draft copy of Group Health Insurance Policy.

Eligibility Criteria

Technical Requirements	Compiled	Supporting documents enclosed
Tender document duly signed on each page	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Cashless treatment in atleast 4 major hospitals located in Kashipur/Moradabad/Rudrapur. Name of such hospitals to be provided.	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
24x7 helpline of TPA along with contact details of TPA	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
IRDA Accreditation Certificate	Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

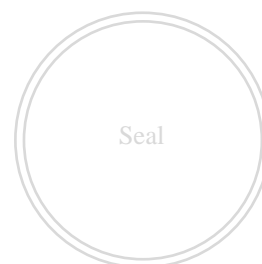
(Signature of the Authorised Person)

Date: _____

Name: _____

Designation: _____

Conatc / Mob No. _____



(To be printed on office letter head)

To

The Chief Administrative Officer
Indian Institute of Management Kashipur
Kundeshwari, Distt.-Udhamsingh Nagar
Kashipur-244713, Uttarakhand

Sub: Expressions of Interest for implementation of Group Health and Personal Accidental Insurance cover to Students of IIM Kashipur

Dear Sir

In reference to above, I/We are enclosing our irrevocable Expression of Interest (EOI) for Group Health and Personal Accidental Insurance cover to Students of IIM Kashipur.

I/we hereby declare that I/we have carefully read and understood the above referred EOI document including instructions, terms and conditions and all its contents stated there in and accordingly we are showing our interest for providing the said services.

Thanking you,

Yours sincerely

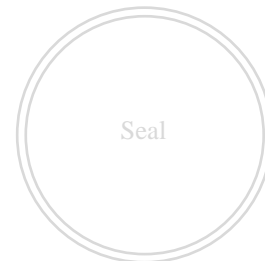
(Signature of the Authorised Person)

Date: _____

Name: _____

Designation: _____

Conatc / Mobile No. _____



Annexure-III**Technical Bids for Group Health and Personal Accidental Insurance Policy for the Students of IIM Kashipur – Option-A****Health Insurance**

Group Name	Indian Institute of Management Kashipur
Location	Kashipur
Preferred Commence Date	June/ July 2018
Initial period	One year
Insured Group details	
Students strength	460 students (approx) ($\pm 10\%$ variation).
Future projection	500 students
Total No. of Lives to be insured	As above
Minimum age for coverage	18 Years
Maximum age for coverage	35 Years
Type of Policy	Group
Sum Insured Bands (proposed)	Option 1 :- upto Rs. 1 lakh per individual
Coverage & Benefit Details	
Domiciliary hospitalization	Covered
Coverage of pre-existing diseases	Covered
Exclusions	Applicable (to be specified)
Policy cover	Health Insurance
Cashless facility	Applicable
30 days pre and 60 days post hospitalization expenses covered	Covered
Corporate buffer	Upto Rs.5 lakh or the sum assured
Limits for disease or room rent capping	3% of SI
Other conditions	1. New students shall be included in the policy from the date of joining the institute/ students leaving the institute shall be deleted from the date of leaving. 2. Prorate premium are to be charged/ refund in case of addition or deletion
TPA	Applicable
Service charge on medical bills	Should not be deducted from the claim or charged to the claim

Personal Accident

Death, Total plus Permanent Partial Disability
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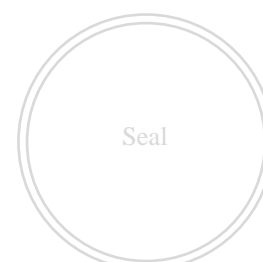
(Signature of the Authorised Person)

Date: _____

Name: _____

Designation: _____

Contact / Mobile No. _____



**Technical Bids for Group Health and Personal Accidental Insurance Policy for the Students of
IIM Kashipur – Option-B**

Health Insurance

Group Name	Indian Institute of Management Kashipur
Location	Kashipur
Preferred Commence Date	June/ July 2018
Initial period	One year
Insured Group details	
Students strength	460 students (approx) (±10% variation).
Future projection	500 students
Total No. of Lives to be insured	As above
Minimum age for coverage	18 Years
Maximum age for coverage	35 Years
Type of Policy	Group
Sum Insured Bands (proposed)	Option 1 :- upto Rs. 1 lakh per individual
Coverage & Benefit Details	
Domiciliary hospitalization	Covered
Exclusions	Applicable (to be specified)
Policy cover	Health Insurance
Cashless facility	Applicable
30 days pre and 60 days post hospitalization expenses covered	Covered
Limits for disease or room rent capping	3% of SI
Other conditions	1. New students shall be included in the policy from the date of joining the institute/ students leaving the institute shall be deleted from the date of leaving. 2. Prorate premium are to be charged/ refund in case of addition or deletion
TPA	Applicable
Service charge on medical bills	Should not be deducted from the claim or charged to the claim

Personal Accident

Death, Total plus Permanent Partial Disability
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(Signature of the Authorised Person)

Date: _____

Name: _____

Designation: _____

Contact / Mobile No. _____



Financial Bid for Group Health and Personal Accidental Insurance for IIM Kashipur Students**Option A**

Premium coverage Rs. 1 lakh per student

Age band quotation

Age range	Group Health Insurance Premium amount (Rs) (Including Tax)	Group Accidental Insurance Premium amount (Rs) (Including Tax)
0 -15		
16 -20		
21- 25		
26- 30		
31- 35		
36-40		
41-45		
46-50		
51-55		
56-60		

Note: All terms and conditions as stated in the tender document are acceptable.

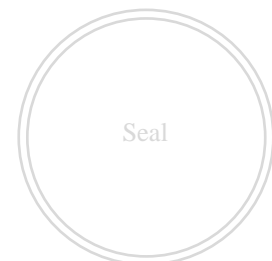
(Signature of the Authorised Person)

Date: _____

Name: _____

Designation: _____

Contact / Mobile No. _____



Financial Bid for Group Health and Personal Accidental Insurance for IIM Kashipur Students

Option B

Premium coverage Rs. 1 lakh per student

Age band quotation

Age range	Group Health Insurance Premium amount (Rs) (Including Tax)	Group Accidental Insurance Premium amount (Rs) (Including Tax)
0 -15		
16 -20		
21- 25		
26- 30		
31- 35		
36-40		
41-45		
46-50		
51-55		
56-60		

Note: All terms and conditions as stated in the tender document are acceptable.

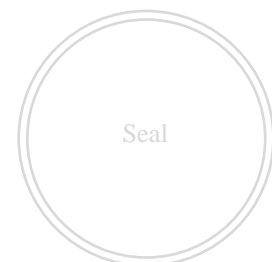
(Signature of the Authorised Person)

Date: _____

Name: _____

Designation: _____

Contact / Mobile No. _____



Period: 25-Jul-2017 To 24-Jul-2018
 Company Name : The Oriental Insurance Company Ltd
 Claim Dump: Policy No: 253801/48/2018/1137

CLAIM_TYPE	CLAIM_NO	CLAIMENTRYDATE	MEMBERID	PATIENT_NAME	RELATION WITH INSURED	SELF DEPEND	AGE	GENDER	ADMISSION_DATE	DISCHARGE_DATE	SI	SERVICE_TAX	CLAIMAMOUNT	PASSAMOUNT	TDS_AMOUNT	FINAL_AMOUNT	DEDUCTION	STATUS	CHEQUE_DATE	CHEQUE_NO	DISEASE	ICD_CODE	DOCTORS_OPINION	HOSPITAL_NAME	LOCATION	DEV_OFFICE_CODE	PENDING_QUERY
Cashless	556191718371289	11-Jan-2018	O55620160661MKP	Name of Students cannot be disclosed as per the Policy of the Institute	Self	Self	26	F	01-Jan-2018	03-Jan-2018	100000		6352	2700	300	3000	sum amount	Claim Settled	24-Jan-2018	N024180458926017	AGE	K29	acute gastroenteritis	Chamunda Surgical & Laparoscopic Centre	KASHIPUR	NA0000006305	
Cashless	556221718226247	19-Sep-2017	O556201617211MKP		Self	Self	31	M	08-Sep-2017	09-Sep-2017	100000		8206	5567	619	6186	10.0% TDS	Claim Settled	21-Sep-2017	N264170371911855	UNCONTROLLED DM WITH ANXIETY NEUROSIS MANAGED CONSERVATIVELY	E11	UNCONTROLLED DM WITH ANXIETY NEUROSIS MANAGED CONSERVATIVELY	Jeevan Rekha Hospital	KASHIPUR	NA0000006305	
Reimbursement	556221718442257	04-Apr-2018	O55620172081MKP		Self	Self	23	M	14-Feb-2018	16-Feb-2018	100000		116627	45097		45097	NOT ENTITLED	Claim Passed			Unilateral inguinal hernia,	K40.30	PT. WAS ADMITTED FOR RT. COMPLETE INGUINAL HERNIA UNDERWENT PEN RIGHT INGUINAL MESH HERNIOPLASTY.	Fortis Heart Institute Multi-Speciality Hospital	MOHALI	NA0000006305	

Period: 03-Sep-2016 To 02-Sep-2017
 Company Name : The Oriental Insurance Company Ltd
 Claim Dump: Policy No: 253801/48/2017/1499

Cashless	55621617586658	03-Apr-2017	0556201601411MKP	Name of the Student cannot be disclosed as per the Policy of Institute	Shravan Mundhada	Self	Self	25	M	23-Mar-2017	26-Mar-2017	100000	94411	43830	4870	48700	10.0% TDS Deduction, Rs. 45711/- Paid by patient.	Claim Settled	11-Apr-2017	N101170272978711	FRACTURE OF DISTAL END OF RADIUS WITH IMPLANT IN SITU.	SS2.5	FRAC TURE OF DISTAL END OF RADIUS WITH IMPLANT IN SITU. ; IMPLANT REMOVAL DONE FRACTURE OF DISTAL END OF RADIUS WITH IMPLANT IN SITU.	SevenHills Healthcare Pvt. Ltd.	MUMBAI	NA	
Reimbursement	556221617340772	15-Nov-2016	055601509111MKP		N V.Ragunath	Self	Self	31	M	21-Oct-2016	21-Oct-2016	100000	15603	12453				Rs.3150/- Pre nursery investigation expenses breakup not attached. (Bill no. 1257269 Date 13/10/17).	Claim Under Processed			RT RENAL CALCULUS FOR RIRS +DJ STENTING	N20	PRE & POST CLAIM RT RENAL CALCULUS FOR RIRS +DJ STENTING	Indraprastha Medical Corporation Limited	NEW DELHI	NA
Cashless	556221617285352	07-Nov-2016	055601509111MKP		N V.Ragunath	Self	Self	31	M	21-Oct-2016	21-Oct-2016	100000	156448	65789	7310	73099	Rs.7460/- 10.0% Hospital Discount Deducted on Bill. - 10.0% TDS Deduction, Rs. 540/- Paid by patient., Rs.4250/- Excess package charge paid by patient., Rs.34500/- Discount given by hospital, Rs.7050/- Paid by patient., Rs.300/- Medical record charge paid by patient., Rs.21899/- Discount given by hospital, Rs.300/- Diabetic charge paid by patient., Rs.7050/- Paid by patient.,	Claim Settled	16-Jan-2017	4441U17016644050	RT RENAL CALCULUS	N20	PATIENT WAS ADMITTED WITH C/O PAIN RIGHT LOIN SINCE 2WEEKS INVESTIGATED & DIAGNOSED AS A CASE OF RT RENAL CALCULUS TREATED SURGICALLY AND DISCHARGE WITH FOLLOW UP ADVICE. RT RENAL CALCULUS	Indraprastha Medical Corporation Limited	NEW DELHI	NA	

Period: 03-Sep-2015 To 02-Sep-2016
 Company Name : The Oriental Insurance Company Ltd
 Claim Dump: Policy No: 253801/48/2016/1023

No Claim Reported