



Chaitanya Godavari Grameena Bank

చైతన్య గోదావరి గ్రామీణ బ్యాంక్

A Government undertaking sponsored by Andhra Bank

NOTICE INVITING TENDER (NIT)

NAME OF THE WORK :: INSURANCE OF GROUP MEDICLAIM POLICY.

Sealed tenders are invited for the above mentioned work from Public Sector insurance companies in two bid system.

1	Name of the work	Renewal of Group Mediclaim Insurance of Banks Existing Staff and their Dependent Family Members (1+5)
2	Tender Details	For details of RFQ, terms and conditions and other Information and queries pertaining to the policy, please collect the detailed Tender Documents from our appointed Broker M/s. Anand Rathi Insurance Brokers Limited under Intimation to us.
3	Time and last date of Submission of Tender	Up to 12.00 p.m. on 28.03.2018
4	Place & Address for submission of tender/ contact person/telephone no:	GENERAL MANAGER Chaitanya Godavari Grameena Bank,(CGGB) Head Office, 4 th Floor Raghu Mansion, 4/1 Brodipet, Guntur – 522002 Andhra Pradesh
5	Date, Time and Place of opening tenders (Tech. Bid & Price Bid)	Technical Bid on 28.03.2018 @ 12.30pm. Opening Price Bid will be 28.03.2018 @ 1.30 Pm
6	In case of any Query Contact Person Details:	Mr. N Kondamacharyulu Senior Manager Chaitanya Godavari Grameena Bank Email id: staff@cggb.co.in Mr. Narender Chowdary Assist Manager (9133300067) Anand Rathi Insurance Brokers Ltd., Email id:komaragirinarender@rathi.com
7	Terms of payment of Bills, if any. Specify the minimum value of work for payment of running account bills.	One Single payment

8	Validity period of the tender.	15 Days.
9	Mode of Payment	Payment will be made through Electronic mode only.
10	Insurance Broker	M/s. Anand Rathi Insurance Brokers Ltd.

Tender Procedure for Submission:

Sealed Envelopes A & B (as stated below) to be placed in a single cover (sealed) and super scribed as **“Tender for Group Medical Insurance Policy for CGGB**

Existing Staff and their Dependent Family Members.

The sealed envelope should be dropped in the tender box placed in the office before the Tender due date and time. Those who send the tender documents by post, have to ensure that the documents reach the office on or before the prescribed time & date. The Bank will not take any responsibility under any circumstances for courier/ postal delays.

ENVELOPE ‘A’:

This envelope should contain Technical Bid

- Annexure I : Declaration of acceptance from the Bidder
- Annexure II : Request for Quotation
- Annexure III : Medical Scheme for the Officers/ Employees of CGGB
- Annexure IV : List of Diseases to be covered under Domiciliary Treatment
- Annexure V : List of Diseases to be covered under Day Care Procedures.

And super scribed as **“Tender for Group Medical Insurance Policy for CGGB Existing Staff and their Dependent Family Members.**

ENVELOPE ‘B’:

This envelope should contain only the Financial Bid

- Annexure VI (A) : The Price Bid stating the Net Premium quoted

And super scribed as **“Tender for Group Medical Insurance Policy for CGGB Existing Staff and their Dependent Family Members.**

Terms and conditions:

1. Technical Bid as per Annexure-I duly signed & stamped by Insurance Company.
2. The technical bid will be opened first, the financial bid will be opened only for those bidder who have success fully qualify for the technical bid

3. During the tender opening one authorized representative of the bidder may be present.
4. The rate/ Financial /technical offer of the bidder should remain valid for 30 days.
5. The Technical bid and financial bid shall be opened on the same day.
6. Bid which are late/vague/ sent by fax/ sent by email/incomplete/not confirming to the laid down procedure in any respect will be rejected.
7. In case of differences arising in the terms and conditions of the tender documents with the firms, the decision of CGGB shall prevail.
8. CGGB reserves the right to modify / change / delete / add any further terms and conditions prior to tender opening.
9. Arbitration- All dispute and differences which may arise between the CGGB and the Insurance Company shall be referred to Chairman of CGGB whose decision shall be binding on all concerned.
10. The bank reserves the right to cancel or postpone the tenders at any stage without assigning any reason.

The bank may issue corrigendum to tender document before due date of submission of the bid. The bidder is required to read the tender document in conjunction with the corrigendum if any issued by CGGB.