



Dharmashastra National Law University

BRBRAITT Campus South Civil
Lines, Ridge Road Jabalpur (M.P.)
482001
Website : www.mpdnlu.ac.in

SHORT TENDER FOR STUDENTS' MEDICAL INSURANCE POLICY

Ref. Tender No:REG/DNLU/2023-24/PT/002

Date: 06.12.2023

Sealed Tender is invited from General Insurance Companies (Licensed and Registered with IRDAII) dealing with Health Insurance for the implementation of the "Dharmashastra National Law University Students' Group Medical Insurance Policy" (hereinafter "Policy") on Pan India basis.

The tender document and amendment, if any, will be notified on www.mpdnlu.ac.in. Technical and Financial Bid documents can be downloaded from the university's website (www.mpdnlu.ac.in). The technical and financial bids 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.

The Technical bids will be evaluated by the Tender Committee duly constituted by the University. Financial bids of only the technically accepted offers shall be opened before the successful bidders. The following schedule will be observed in this regard:

1.	Tender document published & available for download	08.12.2023
2.	Clarification date start	09.12.2023
3.	Clarification date end	15.12.2023
4.	Bid submission date start	09.12.2023
5.	Bid submission date end	22.12.2023 @ 17:00 Hrs
6.	Date of opening of technical bids	23.12.2023
7.	Date of evaluation of Financial Bids*	To be announced


*Date will be declared later on the university Website. No separate intimation will be given.

Complete tender documents duly sealed and signed by the authorized officials of the firm should be submitted at the address mentioned below not later than **17:00 Hrs on 22.12.2023**. Bids

received later than the prescribed date and time will not be considered for evaluation.

To,
The Registrar,
Dharmashastra National Law University,
BRBRAITT Campus South Civil
Lines, Ridge Road Jabalpur (M.P.) 482001
Contact No.: 0761-2600070 (Extn:.....)
Email: reg@mpdnl.u.ac.in

Note: All correspondence/communication on the Policy should be made at the above address only.





Dharmashastra National Law University, Jabalpur

Website : www.mpdnlu.ac.in

**METHOD OF SUBMISSION OF BID DOCUMENTS AND OTHER CONDITIONS FOR
STUDENTS' MEDICAL INSURANCE POLICY, DNLU, JABALPUR**

The bids are to be submitted in two parts, in sealed covers. Failure to do so would result in the rejection of such bids. All bids shall be prepared in English language only. The proposal, complete in all respects, shall be submitted by the bidder and must be received by/deposited/delivered to the officials at our University campus as mentioned below:

**Dharmashastra National Law University,
BRBRAITT Campus South Civil
Lines, Ridge Road Jabalpur (M.P.) 482001
Contact No.: 0761-2600070 (Extn:.....)
Email: reg@mpdnlu.ac.in**

The last date for receipt of the bids and time for opening of Part-I of the bids in the presence of the officials/representatives of the Insurance Companies who may wish to be present to attend the tender opening is already mentioned in the cover note. Part II of the bid of the qualified Insurance Companies will be opened at a later date, and the date of opening will be intimated to the short-listed parties. Incomplete bids shall be summarily rejected.

PART-I – This should contain documents establishing the requirement of Un-priced Technical bid. Along with this, the tenderer will submit unconditional acceptance of the General Terms & Conditions as per Annexure-I. Both these should be submitted in a separate Sealed Cover.

PART-II – This should contain a financial bid for the type of policies detailed at Annexure-II and is to be submitted by the tenderer in a separate Sealed Cover along with PART-I. Part II bids of only those bidders would be opened who qualify in part I as detailed in section 13.3 of General Terms and Conditions.

Both **Parts-I & II** sealed covers shall be duly superscribed at the top of the respective cover with the tender number and clearly indicating as **PART-I & PART-II** only.

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OTHER CONDITIONS:

1. The bids should be valid for at least 90 days from the last date of opening of technical bids.
2. **Amendment of bidding documents:** At any time before the deadline for submission of bids, the University may, for any reason, modify the Bidding documents by amendment, and the same will be notified through a corrigendum on the university website. The amendments so made will be binding.

To afford prospective bidders reasonable time to take the amendment into account in preparing their bids, the University may or may not, at its discretion, extend the deadline for the submission of the Bid.

Any Oral statements/written statements made by the Bidder after the submission of tender shall not be considered.

3. **Precautions to be taken while submitting the bidding documents:** The bids may be cancelled and not evaluated if, the bidder fails to:
 - (a) Clearly mention Technical/Financial Proposal on the respective envelopes
 - (b) Seal the envelope properly with the sealing tape.
 - (c) Submit both Financial Proposal and Technical Proposal envelopes together in a large envelope.
 - (d) Give complete bids in all aspects.
 - (e) Documents must be submitted in spiral binding.
 - (f) Submit financial bids in the specified Performa.

Note: Incomplete technical bids and financial bids with extra attachments/remarks are liable to be disqualified.

4. **Notification of Award and Signing of Agreement:** The Notification of Award will be issued with the approval of the Tender Accepting Authority. The terms of Agreement will be discussed with the representatives of the successful Insurance Company and the Company is expected to furnish a duly signed Agreement proposed by the University in duplicate within 7 days of declaration of 'award of contract', failing which the contract may be offered to the next bidder in order of merit.

Note: The University reserves the right to amend the terms before entering into the contract.

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Dharmashastra National Law University,
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Enclosures:

1. General Terms & Conditions (**Annexure-I**).
2. Features and coverage of the Group Medical Policy (**Annexure-II**).
3. Declaration Statement. (**Annexure-III**)
4. Certificate of declaration for confirmation of IRDAI guidelines and claim settlement ratio certified by IRDAI for last three years. (**Annexure-IV**)
5. Age profile of students (**Annexure-V**).
6. List of preferred Hospitals suggested by the University (**Annexure-VI**).

Part-I (Un-priced Technical Bid)

Format for submitting a technical bid (**Annexure A**)

Part- II (Financial Bid)

Format for submitting a financial bid (**Annexure B**)



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Dharmashastra National Law University, Jabalpur

Website: www.mpdnlu.ac.in

ANNEXURE-I

General Terms and Conditions

1. **Qualifying Requirements for the Insurance Companies**

- 1.1. The bidder should be a registered Indian Insurer in accordance with the Insurance Act, (registered and licensed by IRDAI (Insurance Regulatory Development Authority of India) as Medical/Health Insurer and should have a license to carry out Medical insurance business on a Pan India basis.

Guideline issued by IRDAI/TAC from time to time with regard to Insurer's responsibility & liability towards insured, shall be automatically applicable to this Insurance contract to the extent stipulated by the University.

- 1.2. The Insurance Company shall be in the Medical Insurance business in India at least for three years as on scheduled date of tender opening. The turnover in the medical insurance business during each of the last three financial years (FY 2019-20 to FY 2022-23) should have been Rs. 10 Crore or higher.
- 1.3. The Insurance Company should be having Medical insurance participation in a minimum of three major companies/institutions/organizations etc. Major Institutions here implies at least 500 insured students or more. (Documentary evidence to be furnished).
- 1.4. Tenderer has to submit declaration along with unpriced technical bid (Part-1) stating that they have not been Black-Listed/De-listed or are put to any holiday by any Institute/Agency/Government Department/Public Sector Undertaking in the last three years. In case they have been black listed by any of the above, details of the same be furnished. Moreover, no restraint order has been passed by the competent court of law/tribunal/regulatory body.
2. Offers shall be submitted with proper documentary evidence to substantiate fulfillment of the qualifying requirements as specified above.
3. Notwithstanding anything stated above, the University reserves the right to assess the Medical Insurer's capacity and capability to perform the Medical Insurance business should the circumstances warrant or such an assessment is thought to be in the overall interest of the University. If required, the past performance of the insurers may be taken into consideration for evaluation of offers to award & distribute the medical insurance business.

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4. The University shall have absolute right to consider or not consider any of the offered / Insurance Company.
5. **Technical and Financial Bids**
 - 5.1. One copy shall be submitted in a separate sealed cover subscribing the Tender No., description of tender clearly indicating Part-I (Un-priced Technical Bid) and containing the forms specified in Part-I along with any required supporting documents.
 - 5.2. One copy shall be submitted in a separate sealed cover subscribing the Tender No., description of tender clearly indicating Part-II (Financial bid) and containing the filled forms as specified in Part-II along with any required supporting documents.
 - 5.3. This is a two-part tender. On the date and time specified in the tender, Part-I (Un- priced technical bid) of the offers received will be opened. The Part-II (Financial bid) will be kept sealed and financial bids of only the technically acceptable offers would be opened. Date and time of opening of the financial bids will be intimated separately to the short-listed bidders.
 - 5.4. If the bidder desires to be present at the time of opening, he shall depute his representatives (not more than two persons) with due authorization for participating in the tender opening.
 - 5.5. Incomplete offers would be summarily rejected.
 - 5.6. No extension of time shall be permitted for the collection of Tender Documents and/or Tender opening date.
 - 5.7. Any cutting or overwriting should be attested by the tenderer with full signature and seal.
 - 5.8. Offers submitted against tender documents only will be considered and the offer shall be in the name of the insurer on whose behalf the tender document has been issued. The insurer has to give an undertaking they have submitted their bid as a single entity only and have not formed a consortium for the Policy.
 - 5.9. Any request for clarification received after the stipulated date and time will not be considered. The University will issue clarification in writing only if deemed fit.
 - 5.10. While submitting the bid, tenderers are requested to ensure that bids complying the regulations applicable under various statutes. Any fine, penalty or expenses due to breach arising thereon will be borne by the tenderer; the University will bear no financial implication on this account.
 - 5.11. The University takes no responsibility for delays, loss or non-receipt of tender documents or any letters sent by post/courier either way and also reserve the right to reject any offer in part or full without assigning any reasons thereof.
 - 5.12. The University shall always be at liberty to reject or accept any offer or offers or part thereof at its sole discretion. The submission of offer shall have no cause of action or claim against the University for rejection of offer. The Insurer, whose offer is not accepted shall not be entitled to claim any costs, charges and expenses incidental to or incurred in connection with submission of offer or its consideration by the University, even though the University may opt to modify/withdraw the Invitation to Tender or does not accept



- the offer or cancel the tender as a whole.
- 5.13. **Canvassing, Fraud and Corrupt practices:**
- Bidders are hereby informed that canvassing in any form for influencing the process of notification of award would result in disqualification of the Bidder. Further, they shall observe the highest standard of ethics and will not indulge in any corrupt, fraudulent, coercive, undesirable or restrictive practices, as the case may be.
- Explanation: "Corrupt practice"** means the offering, giving, receiving or soliciting of anything of value to influence the action of the public official. **"Fraudulent practice"** means a misrepresentation of facts in order to influence Tender process or an execution of a contract to the detriment of the policy and includes collusive practice among bidding Insurers/Authorized Representative (prior to or after bid submission) designed to establish bid prices at artificially non-competitive levels and to deprive the policy benefit of free and open competition;
- 5.14. The University will reject a proposal for award if it determines that the Insurer/Insurers have engaged in corrupt or fraudulent practices. Further, the University will declare a bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract if it at any time determines that the bidding Insurer/Insurers have engaged in corrupt and fraudulent practices in competing for, or in executing, a contract.
- 5.15. Any conditional bid or a bid that is not in the prescribed Performa will not be accepted.
- 5.16. Each paper of Bid Document must be signed by the competent authority of the Bidder. Any document/ sheet not signed shall tantamount to rejection of Bid.
6. The salient features of the policy are as per **Annexure-II** enclosed.
7. The Premium to include cost of services offered by Third Party Administrator (TPA) for all claims settled by the insurance company.
8. During the validity of the current policy, no revision in premium shall be considered by the University on the basis of actual claim ratio or any enhancement in the premium pointed out by any statutory or other authority.
9. The period of insurance contract will be for one year from the effective date of award of contract which may further be extended by one more year on the discretion and review of the University. In case the insurance company wants to modify the premium for the extended period i.e., beyond one year, it has to give a notice of at least 4 months prior to the expiry of the current contract period. The terms and conditions regarding the premium may be reviewed in parlance with the norms applicable and enforced by IRDAI and regulatory bodies.
10. Premium shall be paid on quarterly basis. Insurance company should raise an invoice for every quarter in advance and the University would make the payment within 30 days of raising of the invoice. This invoice should be accompanied by an electronic list (soft copy) of all the insured with their roll number as well as age. Adjustments to the premium for the previous quarter due to additions/deletions should be invoiced separately.

Reconciliation of the premium paid to the insurance company would be carried out at the end of the contract period.

11. The insurance company will have no right to reject membership of a student as defined by the University whose enrollment has been approved by the University.
12. Once assigned the medical insurance for any given period, the insurance company shall have no right to unilaterally terminate the operation of the policy during this period. In case the insurance company fails to provide the service (implying reimbursements) to the community at large (not referring to odd individual disputed claims) for a period of two months as per the terms of this agreement, the University reserves the right to levy a penalty of 100% on all premiums paid.

13. Bid Evaluation Process

- 13.1 The financial bids must be furnished only as per template in Part-II. All the bids should be unconditional. Conditional bids would be summarily rejected.
- 13.2 The University may opt for any or none of the policy based on the premium quotes received. The evaluation of financial bids shall be done on L-1 basis among all the companies that qualify the technical bid. Rates to be quoted are exclusive of the GST. GST applicable shall be as per the prevailing rates. In case of two companies with same premium rates the company which provides higher Insurance, Coverage will be selected.
- 13.3 Technical bids would be evaluated by a committee constituted for this purpose. The bidder should satisfy the qualifying requirements as stated in Annexure 1

Whether a bidder qualifies or not would also depend on the following ten factors:

- (a) Panel of recognized hospitals in Jabalpur including all major specialties (All the hospitals in Annexure VI are in the preferred list).
- (b) All India coverage in terms of recognized hospitals, i.e., All Hospitals of State/ CGHS recognized/ public undertaking/ autonomous bodies/municipal bodies/private hospitals etc. across India shall also be eligible for reimbursement/settlement.
- (c) Existing customer base in terms of other major academic institutions, public and private sector undertakings etc.
- (d) Coverage of ailments/surgeries etc. requiring one day or more of hospitalization.
- (e) Coverage of other procedures/surgeries/ailments etc. that require one day or less of hospitalization.
- (f) Exclusions (if any) from the reimbursable expenses.
- (g) Ceilings (if any) within the insured amount under individual expense heads (like room rent etc.) including the minimum period of pre and post hospitalization expenses covered in the policy. Note that the pre and post hospitalization reimbursement shall be for a minimum of 30 and 60 days respectively.
- (h) Nature of non-empanelled hospitals where expenses are reimbursable in case of emergency treatment and ceiling if any.

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- (i) Any other terms & conditions not included in the factors listed above but look significant to the committee once technical bids are opened.
- 13.4** The university retains the right to seek clarification after the technical bids are opened. A pre-bid conference is scheduled to clarify the tender document clauses. The bidders may also be asked to make presentations. Each of the technical bids after opening would be evaluated by a committee and marked "acceptable" or "unacceptable" for each of the above-mentioned factors (item 13.3). Only those bids that score "acceptable" on all the factors would be considered to have passed the technical screening. The decision of the evaluation committee in this regard would be final.
- 13.5** Notwithstanding anything contained in this document, the acceptance of tender will rest with the University and it reserves full right to reject any or all tenders without assigning any reason what so ever.
- 13.6** The tenderers are not entitled to any compensation for the expenses incurred in connection with the preparation and submission of tenders.
- 13.7** Currency for financial bids and payments shall be made in Indian Rupees only.
- 14. Action against the Tenderer**
- Furnishing incorrect information in the offer, failure to act according to tender condition, non-fulfillment of any or whole of the contract may entail black listing of Insurer in addition to taking other appropriate action against the Insurer.
- 15. Disputes**
- In respect of all tender conditions, and / or any matter connected therewith the decision of the University shall be final and binding. In the event of any dispute arising out of the tender, such dispute would be subject to the jurisdiction of the Jabalpur Courts only.
- In case of dispute of any claim, a committee consisting of the representative of the insurance company and the University will be set-up to resolve the dispute. However, this arrangement does not preclude the members to approach the regulatory authorities.
- Finally, all disputes or difference arising out of this tender, terms & conditions or any matter relation to this tender shall be resolved through arbitration. The Vice-Chancellor of University or his nominee shall be sole arbitrator who will decide the dispute as per the provision of The Arbitrator & Conciliation Act 1996.
- 16. General**
- 16.1** Each page of the bid shall be signed by a representative legally authorized to enter into commitment on behalf of the bidder. Tenders received without signatures shall be summarily rejected.
- 16.2** Insurer/Bidder/Tenderer shall mean the company who submits the tender and enters into contract with the University and shall include their executors, administrators, and successors and permitted assignees.
- 16.3** It may be noted that no advisor/broker is involved in that tender.

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17. TPA services being offered by the Insurance Co. should be able to provide a 24x7 telephone facility to cater to all the members.
18. Confidentiality of all the University information/documents to be ensured at all times.
19. The company must provide a nodal person with their Mobile Number and email address, so that students can be in touch in case of any need.

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Dharmashastra National Law University, Jabalpur

Website : www.mpdnlu.ac.in

ANNEXURE-II

Salient Features of the Group Medclaim Policy

1. The Policy shall cover full time students of the university whether residing in the university or day scholars. However, the University will keep the discretionary power to decide the amount of insurance coverage to be taken.
2. For financial bid it is mandatory for the companies that they must submit the bids for the coverage of Rs. 2,00,000/- (Rs. 2 Lakhs) sum insured per student.
3. In general, the Policy shall cover hospitalization as indoor patient as well as other surgeries/procedures etc. that do not require hospitalization but are generally covered by health insurance policies as day care procedures. The day care procedures treatment such as Dialysis, Radiotherapy, K wire fixation, etc. should be covered under this policy.
4. It is expected that Insurance Company will have arrangements with an extensive network of reputed Hospitals all across the country for treatment with cashless facility.
5. The list of Hospitals in Jabalpur must be included as in Annexure VI.
6. Any student referred to an outside specialist doctor for consultation or a pathology test, the expenditure thereon shall also be eligible for re-imbusement under this policy.
7. The policy has to necessarily cover all pre-existing illnesses of the insured students.
8. The policy shall cover all the students of the University. The number of students along with their age profiles are given as enclosed in **Annexure VI**.
9. The number of students may change over time and thus the quotation should clearly indicate the premium for different age groups.
10. The Students graduating the after the Academic Year, shall be discontinued from the membership of the policy. For the new students who may join the University from time to time, identical coverage has to be made available from the day one of joining though the premium paid may be based on the fractional period involved.
11. The students leaving or before completing an academic year shall be removed from the membership of the insurance coverage from the day of their withdrawal/termination etc.
12. In case the insured obtains treatment from a non-network hospital during an emergency, the claim shall be reimbursed per the contract's terms.
13. For all claims (other than cashless ones), the claim would be expected to be submitted to the insurance company directly by the student within 30 days of discharge from the hospital. Such a claim should be settled within 30 days of submission, and payment will be

- made directly to the insured. An interest of 2% per month on the reimbursement amount has to be paid by the Insurance Company to the Student for any delay in reimbursement.
14. No claim shall be lodged for bills less than Rs. 500/-.
 15. The insurance company shall arrange to issue a membership card to each insured student directly at their cost.
 16. Ambulance charges @1% of the sum insured.
 17. Room Capping should be at least 2% per ward and 4% for ICU. No room-wise capping shall be made based on room category.
 18. No disease-wise sub-limit is to be fixed by the insurance company.
 19. Exclusions: **Exclusions, if any, should be clearly specified by the insurance company as part of the technical bid.**

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ANNEXURE-III

DECLARATION

I, _____
hereby certify that all the information and data furnished by me with regard to this tender specification _____ are true and complete to the best of my knowledge. I have gone through the specification, conditions and stipulations in details and agree to comply with the requirements and intent of specification.

I, further certify that I am the duly authorized representative of the under mentioned tenderer.

I, further certify that my company meets all the conditions of eligibility criteria laid down to take part in the tender.

I, further specifically certify that my company meets/is having Medical Insurance participation in minimum three major companies/ institutions/ organizations etc in the last five years. (Clause 1.3 of **Annexure I**).

I, further specifically certify that my company has not been Black Listed/De Listed or put to any Holiday by any Institutional Agency/ Govt. Department/ Public Sector Undertaking in the last three years. (Clause 1.4 of **Annexure I**).

(Signature of the Tenderer)

Date:.....

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ANNEXURE-IV

CERTIFICATE OF DECLARATION FOR CONFIRMATION OF IRDAI GUIDELINES

I, Hereby certify that our offer no.....dated.....against tender specification No.....does not amount to any breach of IRDAI guidelines. I further confirm that in the event of disclosure at a later stage that the same are not in line with IRDAI Guidelines and the University is put to any disadvantage or face cancellation of the Policy or any claim becomes substandard/untenable, the whole liabilities arising out of this shall lie squarely onus.

I, further certify that I am the duly authorized representative of the Insurer and competent to agree as above.

(Signature of the Tenderer)

Date:.....

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Dharmashastra National Law University, Jabalpur
Website : www.mpdnlu.ac.in

ANNEXURE V

**AGE PROFILE OF STUDENTS' WHO HAVE OPTED FOR MEDICAL INSURANCE
(As on 28.11.2023)**

Age Group	Number of Students
Above 16 Years – 18 Years	17
Above 18 Years – 20 Years	154
Above 20 Years – 25 Years	458
Above 25 Years – 30 Years	19
Above 30 Years – 35 Years	1
TOTAL	649

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Dharmashastra National Law University, Jabalpur
Website: www.mpdnlu.ac.in

ANNEXURE -VI

LIST OF PREFERRED HOSPITALS AVAILABLE IN JABALPUR

1. Jabalpur Hospital and Research Center.
2. Bombay Hospital and Research Center.
3. Shalby Multi Specialty Hospital.
4. Baderia Metro Prime Hospital.
5. Life Medicity Hospital.
6. Bhandari Hospital.
7. City Hospital and Research Centre.
8. Marble City Hospital & Research Centre.
9. National Hospital and Heart Institute.
10. Aditya Super Specialty Hospital and Trauma Center.
11. Ashish Hospital.
12. Anant Hospital.
13. Mahakaushal Hospital.
14. THC Triveni Health Care Hospital.
15. Sarvoday Hospital.
16. Jamdar Hospital.
17. Adi Shankar Hospital.
18. Saptrishi Hospital.
19. Care Multispecialty Hospital.

Apart from the preferred hospitals of Jabalpur, Insurance coverage in terms of recognized hospitals, i.e., All Hospitals of State/ CGHS recognized/ public undertaking/ autonomous bodies/municipal bodies/private hospitals etc across India shall also be eligible for Cashless/reimbursement/settlement.

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Dharmashastra National Law University, Jabalpur
Website : www.mpdnlul.ac.in

Part-I (Un-priced Technical Bid)

Format for submitting technical bid the technical bid consists of three parts.

- **Part IA:** General qualifying criteria as listed in Annexure I under "General terms and conditions" of the tender document. Bidder should support documentary evidence to support their claims.
- **Part IB:** This is the checklist of essential conditions to be satisfied as per the University requirements.
- **Part IC:** Technical Bid Details (Reference to documentation to evaluate technical bids - Item 13.3. of Annexure I)

Part I (Contd.)

Part I B: Checklist of Essential Conditions

Please ensure acceptance of the following conditions by checking 'yes" against each of them

S.No.	Item	Check
1	Coverage for pre-existing diseases/conditions without any waiting time	
2	The pre and post hospitalization reimbursement shall be for a minimum of 30 and 60 days respectively	
3	Cashless facility up to the assured amount in all panel hospitals	

(Signature of the Tenderer)

Date:.....

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Part I (Contd.)

Part I C: Criteria for Technical Evaluation

Technical bids would be evaluated by a committee constituted for this purpose. Whether a bidder qualifies or not would depend on the following ten factors (Refer to item 13.3, Annexure I). Either supply separate annexures to your technical bid document or specifically indicate which section of your tender document explicitly addresses these.

S.No.	Item	Reference
1	Panel of recognized hospitals in Jabalpur including all major specialties (All the hospitals in Annexure VI are in the preferred list and your bid should specifically indicate which of them are empanelled).	
2	Hospitals in Jabalpur where cashless facility is available from the list of Preferred Hospitals as given in Annexure-VI	
3	All India coverage in terms of recognized hospitals, i.e., All Hospitals of State/ CGHS recognized/ public undertaking/ autonomous bodies/municipal bodies/private hospitals etc across India shall also be eligible for reimbursement/settlement.	
4	Existing customer base in terms of other major academic institutions, public and private sector undertakings etc.	
5	Coverage of ailments/surgeries etc. requiring one day or more of hospitalization.	
6	Coverage of other procedures/surgeries/ailments etc that require day care procedures.	
7	Exclusions (if any) from the reimbursable expenses.	
8	Ceilings (if any) within the insured amount under individual expense heads (like room rent etc.).	
9	Whether you allow insured to top-up their cover through additional payment.	YES / NO
	If yes, then maximum limit for the cover (figure in Lakh of Rupees).	
	Incremental cover amounts (figure in Lakh of Rupees).	
10	Treatment of chronic diseases/lifestyle covered under the policy	YES/ NO
	If yes, provide list of diseases	



11	Nature of non-empanelled hospitals where expenses are reimbursable in case of emergency treatment.	
12	Are the following ailments covered under the policy?	
	(a) Sports injuries, bites and sting cases	
	(b) Bronchial Asthma cases	
	(c) COPD patients and COPD patients on ventilator cases	
	(d) Investigation for cancer like PET scan cases	
	(e) Chemotherapy and radiotherapy in long term treatment (day care procedure)	
	(f) Gamma Knife treatment for brain tumour cases	
	(g) Trauma for all injury cases	
	(h) Oncology care cases	
13	Facilities such as ventilator and other life support services covered in ICU/CCU	
14	Maximum age of coverage given in the bid	
15	Are extraneous charges made by hospitals like nursing charges, diet fees etc. covered	
16	Are domiciliary expenses covered	
17	Does alternate referral during the course of action covered	
18	Are psychiatric disorders covered	
19	Will the Insurance Company send their representatives at least once in a week to the University for collection of claims and timely settlement?	
20	Other terms & conditions not included in the factors listed above.	

(Signature of the Tenderer)

Date:.....

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Part- II (Financial Bid)

**FINANCIAL BID FOR DHARMASHASTRA NATIONAL LAW UNIVERSITY STUDENT'S MEDICAL
INSURANCE POLICY**

Please quote the Insurance premium in following format

S.No.	Insurance Coverage (in INR)	Premium (in INR)
1.	Premium for the Coverage of Rs. 2,00,000/- (Rupees Two Lakhs only) per student for a year.	
2.	Taxes	
3.	Total	

Apart from the premium amount please quote the following. Note these factors would not be used for evaluating the lowest bidder.

1. Separately attach a table for additional premium for topping up of individual insurance coverage.
2. Separately attach a bid for premium beyond the contract period i.e. for extension period.

(Signature of the Tenderer)

Date:

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9/12/2012
6/12/2012