



**भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण लिमिटेड**  
**Security Printing and Minting Corporation of India Limited**

मिनिरत्न श्रेणी-I, सीपीएसई  
 (भारत सरकार के पूर्ण स्वामित्वाधीन)  
 Miniratna Category-I, CPSE  
 (Wholly owned by Government of India)

CHO(HR)/Admn./167/07

Date : 26.09.2011

To,

**Sub : Group Health Insurance scheme for the employees of SPMCIL Corporate Office.**

Sir,

Security Printing & Minting Corporation of India Ltd. (SPMCIL), a wholly owned company of Government of India, was incorporated on 13<sup>th</sup> January, 2006 under the Companies Act, 1956 with the objective of designing, manufacturing/printing security papers, currency and bank notes, non-judicial stamps paper, minting of coins, postage stamps etc. SPMCIL is under the administrative control of Ministry of Finance with its registered and Corporate Office at Jawahar Vyapar Bhawan, Janpath, New Delhi. It has four Minting units at Mumbai, Kolkata, Hyderabad and Noida, four Currency/Security printing presses at Nashik, Dewas and Hyderabad besides a high quality security paper manufacturing Mill at Hoshangabad.

SPMCIL proposes to avail extended Health Insurance benefits for employees of Corporate Office and their declared dependent(list enclosed) for a period of one year. Details of the coverage, insured amount and other terms & conditions are enclosed. The number of employees and their declared dependent is as on 30<sup>th</sup> June, 2011.

Interested firms may submit their offer in two bids in separate sealed covers along with necessary documents on or before 19-10-2011 up to 03:00 p.m. with clearly superscribing "Tender for Group Health Insurance Scheme" on each envelop addressed to the undersigned. The Technical Bids shall be opened on 19-10-2011 at 4.00 pm in the Corporate Office in the presence of such Tenderers or their authorized representatives who may wish to be present. The Financial Bid of the Tenderers, whose technical bid is found to be in order, shall be opened at the time & date to be intimated later.

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The first envelop i.e. 'Technical Bid' should contain the following documents:-

- a) Annexure-1
- b) General terms & conditions

Each page of both these documents should be signed & stamped in token of having read and accepted the terms & conditions.

The Second envelop i.e. 'Financial Bid' should contain the rates quoted in annexure -II and details of premium duly signed & stamped.

Company reserves the right to accept or reject any or all offers without assigning any reason whatsoever.

Yours faithfully,



(Dr. Alok Kumar Rastogi)  
Manager (O.L.)

**Encl. : As above.**

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Date :

To

The Manager (OL)  
SPMCIL,  
Jawahar Vyapar Bhawan,  
New Delhi

**Sub : Submission of Technical Bid / Financial Bid for providing  
Group Health Insurance**

Sir,

With reference to your tender enquiry no. \_\_\_\_\_ dated \_\_\_\_\_.

Enclosed please find Technical Bid and Financial Bid for your kind consideration please. We have read the terms and conditions and enclosed documents of Technical and Financial Bid strictly as per instructions given. Every page of the document has been signed.

Our Contract Nos are :  
Fax No.

Yours faithfully,

( Name of the Company )  
with seal

*(Handwritten signature)*

## Technical Bid

### ANNEXURE - 1

- 1) whether you have provided such insurance cover to any other PSU/ Corporation?  
? If yes, please enclose copy of the order.
- 2) Do you agree with the general conditions attached herewith : Yes/No.
- 3) Complete details of TPA, with their address, telephone no. etc.
- 4) Name & numbers of Hospitals (in NCR), available on your panel.
- 5) Whether "Free Health Checkup" will be organised. Yes/No,  
If yes, number of camps to be organised along with kind of diseases.
- 6) Terms & conditions, if any, for the payment of premium.

Signature  
(with seal)



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**ANNEXURE – II**

**Financial Bid**

**Subject :-** Group Health Insurance Scheme Required for the employees of SPMCIL Corporate Office.

w.r.t. the above, we hereby submit our proposal as under :-

Total Premium Payable is Rs. \_\_\_\_\_

(in words) \_\_\_\_\_

Details of the premium is enclosed

Signature-----  
(with seal)

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**भारत प्रतिभूति मुद्रण तथा मुद्रा निर्माण निगम लिमिटेड**  
**SECURITY PRINTING & MINTING CORPORATION OF INDIA LTD.**  
 (भारत सरकार के पूर्ण स्वामित्वाधीन)  
 (Wholly owned by Govt. of India)

**GROUP HEALTH INSURANCE SCHEME REQUIRED FOR THE EMPLOYEES OF SPMCIL CORPORATE OFFICE.**

SPMCIL proposes to avail a Group Health Insurance Scheme for 70 employees of Corporate Office and their declared dependant for a period of 1 year which can be extended for another year as per the following break up:-

Category	No.	No. of Dependants	Sum Insured P.a.
CMD/Directors	04	10	Rs. 5,00,000/-
Dy. CVO/GM/DGM	09	21	Rs. 4,00,000/-
Manager/DM/AM/VO	17	20	Rs. 3,00,000/-
AVO/Officer/System Supervisor/AA/ Secretaries/DEO	40	62	Rs. 2,00,000/-
<b>Total (list enclosed)</b>	<b>70</b>	<b>113</b>	

The number of employees & their dependants may vary due to transfer or new entrants etc.

**General Terms Condition :-**

The Group Health Insurance per life to be provided by the Insurer shall cover the following :

1. Inpatient Hospitalization (min. 24 hours hospitalization) with pre and post Hospitalization treatment of 30 and 60 days respectively.
2. This time limit will not apply to the specific treatments taken in the Network Hospital/Nursing Home where the Insured is discharged on the same day. Such treatment will be considered to be taken under Hospitalization Benefit.
3. Daycare Treatment covered shall include Chemotherapy, Radiotherapy, Dialysis, D & C, Cataract etc.

4. Sum Insured is on Family floater basis.
5. No capping of room rent during hospitalization.
6. Maternity expenses shall be covered. The new born child shall be covered form day one.
7. Pre-existing diseases shall be covered.
8. Cashless facility for treatment shall have to be provided by the insurer.
9. No brokerage charges/commission permissible.
10. No administrative charges will be deducted form the bills submitted by the employee.
11. Regarding suitability of Insurer for providing Group Health Insurance & other terms & conditions, decision of the SPMCIL will be final and binding.
12. This contract will be initially for a period of one year which can be extended for another year also.
13. Day one cover for New Joinee subject to payment of premium and intimation by the Company.
14. Mid-term~~s~~ inclusion of dependents for existing employees shall be allowed on payment of extra premium.
15. There will no limit of claim in respect of any specific disease(s).
16. Submission of Claim Documents: All claims for reimbursement shall be submitted within 30 days form the date of discharge in case of claim for hospitalization and last date of treatment in case of claim for domiciliary treatment. After submission of claims, complete in all respects, these shall be settled within 30 days.
17. Treatment can be had by the employee in any hospital of choice.
18. Photo-I Cards shall be issued for each member insured, within 15 days.
19. Payment will be made direct to the employee under intimation to the Company.
20. Ambulance services-1% of the sum insured or Rs. 2000/- whichever is less shall be reimbursable in case patient has to be shifted form residence to hospital in case of admission in Emergency Ward / I.C.U or from one Hospital / Nursing home to another Hospital / Nursing Home or from hospital/nursing home to residence.
21. Hospitalizaion expenses incurred for donation of an organ by the donor (excluding cost of organ, if any) to the insured person during the course of organ transplant will also be payable.

*[Handwritten signature]*

However in any case the liability of the Company will be limited to over all Sum Insured of the Insured Person.

22. ANY ONE ILLNESS: Any one illness will be deemed to mean continuous period of illness and it includes relapse within 105 days form the date of discharge form the Hospital / Nursing home from where the treatment was taken. Occurrence of the same illness after a lapse of 105 days as stated above will be considered as fresh illness for the purpose of this policy.

23. Free health check-up camps shall be organized by the insurer every 6 months.

24. Quotation will remain valid for a period of 90 days from the date of opening.

25. Conditional offer shall not be entertained. Financial Bid of such bidders who put in their own conditions shall not be opened.

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