



Group Health Insurance Policy

REQUEST FOR PROPOSAL (RFP)

(RFP: CPO/2021/058)

(13 July 2021)

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1 About ReBIT

Reserve ReBIT Information Technology Private Limited (ReBIT) has been set up by the Reserve Bank of India (RBI), to take care of the IT requirements, including the cyber security needs of the Reserve ReBIT and its regulated entities. ReBIT advises, implements and monitors internal or system-wide IT projects (both existing & new) of the Reserve ReBIT and manages critical IT systems of the Reserve ReBIT as mutually decided. It ensures the cyber security of RBI's IT systems through implementation of universal frameworks and best practices to manage cyber risk. ReBIT also assists RBI in the IT Systems examination and cyber resilience assessment of regulated entities, advises on emerging threats in cyber security, supports in cyber security incident analytics and undertakes cyber security risk assessments both for existing regulated entities and new entrants. ReBIT also engages with key stakeholders to promote best practices, engage in technology policy research and promotes innovation in use of technology.

2 Disclaimer & Disclosures

ReBIT has prepared this document to give background information to the interested parties for participating in the RFP process of Group Health Insurance Policy at our office situated at "Reserve ReBIT Information Technology Pvt Ltd (ReBIT), 502, Building No 1, MindSpace Juinagar, Nerul, Navi Mumbai – 400706. While ReBIT has taken due care in the preparation of this RFP document and believe it to be accurate, neither ReBIT nor any of its authorities or agencies nor any of their respective officers, employees, agents or advisors give any warranty or make any representations, express or implied as to the completeness or accuracy of the information contained in this document or any information which may be provided in association with it.

The information is not intended to be exhaustive. Interested parties are required to make their own inquiries and respondents will be required to confirm in writing that they have done so and they do not rely only on the information provided by ReBIT in submitting the bid. The information is provided on the basis that it is non-binding on ReBIT or any of its authorities or agencies or any of their respective officers, employees, agents or advisors. ReBIT reserves the right to modify the requirements as well as add or delete, as the case may be to meet ReBIT requirements at any point of time. ReBIT reserves the right not to proceed with the RFP, to alter the time table reflected in this document or to change the process or procedure to be applied. It also reserves the right to decline to discuss the matter further with any party expressing interest. No reimbursement of cost of any type will be paid to persons or entities expressing interest. ReBIT reserves the right to accept or reject, in full or in part, any or all the offers without assigning any reason whatsoever. ReBIT does not bind itself to accept the lowest or any tender and reserves the right to reject all or any bid or cancel the tender without assigning any reason whatsoever. ReBIT also has the right to re-issue the tender without the Bidders having the right to object to such reissue.

The proposal in response to RFP should be signed and submitted by a person duly authorized to bind the Bidder to the details submitted in the proposal. The signatory should give a declaration and through authenticated documentary evidence establish that he/she is empowered by the competent authority to sign the necessary documents and

bind the bidding. All pages of the bid documents are to be signed by the authorized signatory.

This RFP is neither an offer from ReBIT nor does it constitute any binding obligation or commitment on ReBIT. This RFP is only a document that invites interested parties to, on a non-exclusive basis, express an interest, with no obligation, commitment or liability of any manner devolving on ReBIT, either on account of the issue of this RFP to the interested parties, or upon receipt of any response from the interested parties thereto, or any meetings or presentations made. All expenses incurred by the interested parties as a result of responding to, or further to this RFP, are to their own account and ReBIT will not be liable in this respect whatsoever.

Please note that the information provided in the RFP is strictly confidential and by accepting this RFP, the interested parties unconditionally undertake, not to, in any manner use any part or the whole of information, directly or indirectly learnt, for any other purpose, other than for conducting work under the ambit of the RFP issued by ReBIT.

3 Objective of the RFP

The objective of this RFP is to enter into a contractual agreement with a successful Bidder and select a suitable vendor for the proposed Group Health Insurance Policy.

This RFP is not an offer by the ReBIT, but an invitation to receive responses from the Bidders. No contractual obligation shall arise from the RFP process unless and until a formal contract is signed and executed by duly authorised official(s) of the ReBIT with the selected Bidder.

The ReBIT reserves the right to reject or withdraw the RFP and no correspondence shall be entertained.

3.1 Schedule

The following is an indicative timeframe for the overall process. REBIT reserves the right to vary this timeframe at its absolute and sole discretion and without providing any notice/intimation or reasons thereof. Changes to the timeframe will be relayed to the affected respondents during the process.

Activity	Scheduled Dates
Name of Project	Group Health Insurance Policy
Issue of RFP	13 th July 2021 RFP document shall be available on ReBIT's website (https://rebit.org.in/procurement) and CPPP e-procurement portal (https://eprocure.gov.in/eprocure/app)
Last date and time for receipt of mail queries for clarification from Bidders	20 th July 2021, 5PM Queries should be submitted in the format prescribed in Annexure - N of this RFP and sent to procurement@rebit.org.in
Date and time of Pre-Bid Meeting	21 st July 2021, 3PM Meeting will be held on-line. The link for pre-bid meeting will be shared with those bidders who express interest by sending e-mail to procurement@rebit.org.in
Response to queries	23 rd July 2021 Through ReBIT's website, (https://rebit.org.in/procurement) and CPPP e-procurement portal (https://eprocure.gov.in/eprocure/app)
Date & Time of Final Submission of Technical and Commercial Bids	3 rd August 2021; 4 PM. Indian Standard Time Bids shall be submitted through CPPP e-procurement portal (https://eprocure.gov.in/eprocure/app) Bidder shall refer Annexure - O: "Instructions to Bidder for Online Bid Submission" for guidance.
Date and Time of Technical Bid Opening	4 th August 2021; 5 PM
Commercial Bid Opening	9 th August 2021 or a later date through CPPP e-procurement portal (https://eprocure.gov.in/eprocure/app).
All Queries to be mailed to	procurement@rebit.org.in

3.2 Definition of Terms

Definitions – Throughout this RFP, unless inconsistent with the subject matter or context:

1. Bidder/ Service Provider – An eligible entity/firm submitting a Proposal/Bid in response to this RFP. The legal entity who signs and submits the bid and the Earnest Money Deposit.
2. ReBIT/ Purchaser - Reference to “REBIT”, “the ReBIT” and “Purchaser” shall be determined in context of this RFP
3. Proposal/ Bid – the Bidder’s written reply or submission in response to this RFP
4. RFP – the request for proposal (this document) in its entirety, inclusive of any addenda that may be issued by the ReBIT.
5. Authorised Signatory –The authorised signatory should give a declaration and through authenticated documentary evidence establish that he/she is empowered to sign the bid documents and bind the Bidder.
6. C – The final price quoted by the Bidder.
7. CLow – The lowest Commercial Bid.

3.3 Policy Requirements

The purpose behind issuing this RFP is to invite quotations from the eligible insurance companies who will provide the Group Health Insurance Policy with the sum assured of ₹6,00,000/- (₹ Six Lakhs Only) per family for 325 employees (325 lives + dependants as per schedule below) as on June 30, 2021, with provision to charge premium on pro-rata basis for employees (and their family members) joining thereafter and refund of premium in case of deletions (and their family members).

Sr.No.	Particulars	Policy Details
1	Type of Cover	Family Floater Mediclaim
2	Number of employees Covered	325 Approx
3	Number of dependents Covered	893 Approx
4	Total beneficiaries	1218 Approx
5	Family Definition	Employee + Spouse + Dependent Children up to 25 years + 2 Dependent Parents/in laws
6	Sum Insured per family	₹ 6,00,000/- (₹ Six Lacs Only).
7	Cover for more than 2 children	Not Covered (unless twins in the second birth)
8	Cover for children above 25 years	Not Covered
9	Pre-existing including Internal congenital Diseases	Covered from day 1
10	Maternity	₹ 50,000 for normal & ₹ 75,000 for C-section
11	Pre & Post Natal expenses	Covered with maternity limit
12	New-born baby cover	Under the Floater Sum Insured from Day one
13	COVID - Home treatment expenses	To be covered
14	1,2,3,4th year exclusions of any specified cases/diseases etc	Not applicable
15	30 day Waiting Period	Not applicable
16	Cover starts from	Date of Joining
17	Hospitalization due to Terrorism Effect	Covered
18	Normal Room Rent Restrictions	No Capping
19	ICU Rent per Day Restrictions for room rent	No Capping
20	Claim Intimation Clause	To Be Deleted
21	Name of the current General Insurance Co.	M/s Bajaj Allianz Ltd,
22	Name of Current TPA	Internal TPA I Health Care
23	TPA Cards (Physical Cards/E-Cards)	Physical as well as E-cards. Provision of downloading E-cards of employees should be available with the centralized HR team at ReBIT as well.
24	Pre-Hospitalization Expenses	Covered for 30 days
25	Post Hospitalization Expenses	Covered for 60 days
26	Method of Addition/ Deletion of Employees	Pro-rata basis
27	Claims allowed	Cashless / Reimbursement. In case of reimbursement, the same shall be provided within 15 days of submission of bills.

Sr.No.	Particulars	Policy Details
		Interest must be paid if the bills are not settled within 30 days of submission of bills.
28	Corporate Buffer	Rs 10,00,000
29	Ambulance Charges	₹ 1,000 in normal & ₹ 3,000 for Cardiac/ICU
30	Special Conditions	Employee is covered under the policy his/her depends will be deemed automatically 'covered from the date Employee is covered, even if not intimated. Following treatment/procedures are not covered under medi-claim policy. (1) Cosmetic Surgery, (2) Dental treatment except accidental (3) Ayurvedic except Govt. Ayurvedic College/Hospitals, Homoeopathic and Unani or any alternative medicine treatment.
31	Claims Ratio on Net Premium	118% until June 30 2021
32	Claims Ratio on Earned Premium	153% until June 30 2021
33	Policy Start date	22 August 2021
34	Policy End date	21 August 2022
35	Policy copy	Available on request. Please mail to procurement@rebit.org.in
36	Voluntary Top Up cover (Voluntary Cover)	To be made available. Dedicated portal for employees to be provided.
37	Termination / Cancellation of policy during first year	Not allowed
38	Option for including additional dependents.	To be made available.

Additional Benefit Health Check-up:

Additional benefit to the employees and their spouse (if married) or any one parent for Annual Health Checkup as per the list attached.

<<The Insurance company shall quote separately for this>>

Test List
CBC + ESR
Digital Chest X-Ray (Reports)
Tests for Diabetes
Blood Sugar Fasting
Blood Sugar Post Prandial

Test List
Tests for Liver Disease
Bilirubin (Total, Direct, Indirect)
SGOT
SGPT
GGTP
Proteins (Albumin, Globulin, A/G Ratio)
Alkaline Phosphatase
Dexa Bone Densitometry
Tests for Heart Disease
Triglycerides
Cholesterol
HDL Cholesterol
LDL Cholesterol
VLDL Cholesterol
LDL/HDL Ratio
Cholesterol / HDL Cholesterol
2D Echo
ECG
Stress Test/TMT
Kidney Disease Test
Serum Creatinine
Uric Acid
Urine Routine
Calcium Thyroid Hormone (T3 T4 TSH)
Sonography Abdomen & Pelvis, including Endoscopy and Colonoscopy
Consultation Charges
Physical Examination
Dental Checkup
Eye Checkup
Diet Consultation
Gynaecological Examination (For Women)
Glycosylated Haemoglobin
PSA For prostate
Pap Smear (For Women)
Mammography (For Women)

3.4 Additional information - List of insured in the last policy

Particulars	DOB
Employee 1	16-Feb-68
Employee 2	21-Jun-72
Employee 3	28-Nov-87
Employee 4	21-Dec-83
Employee 5	24-Oct-85
Employee 6	12-Oct-82

Particulars	DOB
Employee 7	19-Jun-66
Employee 8	22-Oct-86
Employee 9	21-Mar-85
Employee 10	12-Dec-92
Employee 11	12-Jan-85
Employee 12	08-Oct-79
Employee 13	04-May-77
Employee 14	03-May-87
Employee 15	07-Aug-95
Employee 16	23-May-81
Employee 17	08-May-85
Employee 18	17-Nov-94
Employee 19	09-Jun-68
Employee 20	06-May-71
Employee 21	13-Dec-92
Employee 22	25-Apr-89
Employee 23	02-Dec-81
Employee 24	06-Dec-83
Employee 25	10-Nov-83
Employee 26	15-Jun-87
Employee 27	06-Jul-85
Employee 28	27-Dec-84
Employee 29	26-Mar-89
Employee 30	15-Aug-79
Employee 31	01-Feb-84
Employee 32	29-Jul-91
Employee 33	02-Jul-87
Employee 34	23-Aug-90
Employee 35	31-May-83
Employee 36	19-Mar-86
Employee 37	12-Aug-92
Employee 38	25-Oct-84
Employee 39	17-Feb-85
Employee 40	05-Dec-93
Employee 41	06-May-88
Employee 42	29-Jun-84
Employee 43	23-Feb-85
Employee 44	22-Mar-85
Employee 45	05-Oct-87
Employee 46	10-Jun-76
Employee 47	28-Jun-91
Employee 48	06-Aug-90
Employee 49	07-Jul-77
Employee 50	13-Dec-88
Employee 51	05-May-91
Employee 52	01-Jan-86

Particulars	DOB
Employee 53	15-Dec-88
Employee 54	18-Jul-92
Employee 55	14-Jun-84
Employee 56	07-Jan-89
Employee 57	26-May-87
Employee 58	29-Jul-96
Employee 59	25-Mar-92
Employee 60	19-Jun-94
Employee 61	07-Apr-75
Employee 62	17-Jun-93
Employee 63	08-Dec-85
Employee 64	25-Aug-81
Employee 65	23-Oct-77
Employee 66	20-Feb-85
Employee 67	21-Sep-92
Employee 68	04-May-94
Employee 69	28-Mar-94
Employee 70	16-Aug-93
Employee 71	08-Nov-92
Employee 72	03-Nov-84
Employee 73	09-Jul-81
Employee 74	10-Oct-81
Employee 75	21-Dec-92
Employee 76	14-Aug-93
Employee 77	30-Dec-88
Employee 78	13-Sep-94
Employee 79	17-Jul-87
Employee 80	13-Sep-90
Employee 81	21-Mar-86
Employee 82	21-Jan-94
Employee 83	20-Mar-91
Employee 84	28-Jul-89
Employee 85	25-Jul-92
Employee 86	24-Sep-94
Employee 87	19-Nov-92
Employee 88	03-May-95
Employee 89	21-Jan-95
Employee 90	19-May-90
Employee 91	23-Jul-89
Employee 92	29-Sep-91
Employee 93	24-Dec-88
Employee 94	12-Jan-76
Employee 95	04-May-80
Employee 96	17-Dec-91
Employee 97	20-May-94
Employee 98	24-Mar-94

Particulars	DOB
Employee 99	17-Jun-89
Employee 100	08-Apr-88
Employee 101	25-Oct-87
Employee 102	30-Nov-84
Employee 103	13-Oct-86
Employee 104	26-Jun-81
Employee 105	26-Jan-96
Employee 106	09-Sep-89
Employee 107	25-Mar-90
Employee 108	04-Jul-79
Employee 109	20-Jan-88
Employee 110	03-Oct-89
Employee 111	31-May-90
Employee 112	16-Jun-87
Employee 113	15-Oct-86
Employee 114	05-Mar-86
Employee 115	21-Feb-82
Employee 116	18-Oct-86
Employee 117	07-Dec-88
Employee 118	17-Jul-89
Employee 119	31-Jul-87
Employee 120	16-Sep-85
Employee 121	26-Jul-91
Employee 122	10-May-89
Employee 123	10-Dec-86
Employee 124	24-Dec-85
Employee 125	14-Jul-88
Employee 126	05-Aug-89
Employee 127	06-Sep-80
Employee 128	13-Feb-82
Employee 129	22-Oct-91
Employee 130	08-Feb-87
Employee 131	22-Oct-90
Employee 132	30-Apr-86
Employee 133	20-Jun-91
Employee 134	09-Mar-91
Employee 135	20-Jul-76
Employee 136	23-May-80
Employee 137	16-Oct-83
Employee 138	04-Jan-93
Employee 139	23-Dec-93
Employee 140	12-Apr-83
Employee 141	07-Mar-90
Employee 142	01-May-92
Employee 143	07-Jan-93
Employee 144	21-Sep-82

Particulars	DOB
Employee 145	12-Oct-83
Employee 146	04-Mar-92
Employee 147	06-Mar-90
Employee 148	11-Sep-87
Employee 149	23-Jan-92
Employee 150	10-Nov-96
Employee 151	14-Jun-90
Employee 152	20-Jun-91
Employee 153	31-Dec-90
Employee 154	08-Apr-93
Employee 155	13-May-89
Employee 156	15-Sep-92
Employee 157	29-Aug-90
Employee 158	20-Jun-89
Employee 159	24-Apr-88
Employee 160	22-Oct-88
Employee 161	22-Mar-91
Employee 162	26-Jun-91
Employee 163	24-Nov-90
Employee 164	08-Feb-91
Employee 165	19-Jun-86
Employee 166	11-Aug-91
Employee 167	03-Mar-92
Employee 168	30-Mar-89
Employee 169	30-Oct-90
Employee 170	31-Dec-76
Employee 171	18-May-96
Employee 172	16-Jun-85
Employee 173	31-Jul-91
Employee 174	11-Nov-92
Employee 175	05-Oct-88
Employee 176	10-May-94
Employee 177	16-Jan-88
Employee 178	23-Jun-92
Employee 179	11-May-91
Employee 180	19-Dec-92
Employee 181	06-Dec-94
Employee 182	22-Oct-93
Employee 183	05-Feb-94
Employee 184	04-Aug-81
Employee 185	20-Nov-89
Employee 186	27-Oct-90
Employee 187	11-Aug-90
Employee 188	03-Jan-89
Employee 189	05-May-88
Employee 190	30-Dec-87

Particulars	DOB
Employee 191	30-Dec-84
Employee 192	17-Aug-89
Employee 193	24-Sep-93
Employee 194	22-Apr-79
Employee 195	02-Jun-90
Employee 196	23-Apr-93
Employee 197	23-Sep-86
Employee 198	14-Apr-75
Employee 199	18-Sep-97
Employee 200	02-May-96
Employee 201	30-Jan-86
Employee 202	20-Feb-87
Employee 203	11-Feb-94
Employee 204	07-Dec-89
Employee 205	08-Nov-73
Employee 206	25-Nov-94
Employee 207	04-May-94
Employee 208	12-Sep-89
Employee 209	11-Jan-87
Employee 210	20-Jul-92
Employee 211	31-Mar-92
Employee 212	16-Dec-93
Employee 213	20-Apr-88
Employee 214	30-Aug-93
Employee 215	25-May-89
Employee 216	22-Sep-90
Employee 217	01-Aug-84
Employee 218	25-Jun-87
Employee 219	07-Oct-86
Employee 220	10-Jun-90
Employee 221	02-Feb-89
Employee 222	25-Oct-93
Employee 223	30-May-93
Employee 224	26-Aug-92
Employee 225	12-Jan-85
Employee 226	03-Sep-89
Employee 227	22-Sep-82
Employee 228	01-Sep-90
Employee 229	22-Aug-88
Employee 230	10-Aug-92
Employee 231	24-Oct-91
Employee 232	02-Jan-92
Employee 233	11-Aug-91
Employee 234	26-Aug-93
Employee 235	22-Jan-92
Employee 236	03-Mar-89

Particulars	DOB
Employee 237	10-May-89
Employee 238	17-May-89
Employee 239	18-Jan-88
Employee 240	20-Oct-91
Employee 241	30-Jun-82
Employee 242	27-Mar-86
Employee 243	31-Jan-96
Employee 244	24-Apr-94
Employee 245	06-Apr-97
Employee 246	04-Oct-89
Employee 247	29-Nov-89
Employee 248	15-Jun-92
Employee 249	12-Jul-89
Employee 250	22-Mar-90
Employee 251	24-Jul-93
Employee 252	11-Feb-92
Employee 253	08-Oct-93
Employee 254	05-Jun-91
Employee 255	06-Aug-91
Employee 256	07-May-87
Employee 257	12-Dec-90
Employee 258	16-May-91
Employee 259	19-Feb-87
Employee 260	13-Apr-83
Employee 261	09-Sep-93
Employee 262	21-Mar-88
Employee 263	03-Aug-88
Employee 264	10-May-86
Employee 265	03-Nov-86
Employee 266	02-Dec-93
Employee 267	04-Apr-89
Employee 268	29-Oct-91
Employee 269	17-Sep-84
Employee 270	23-Oct-91
Employee 271	17-Feb-90
Employee 272	08-Aug-90
Employee 273	15-Jul-89
Employee 274	14-May-95
Employee 275	17-Nov-91
Employee 276	09-Aug-94
Employee 277	20-Jun-88
Employee 278	29-Mar-91
Employee 279	01-Aug-93
Employee 280	02-Jan-92
Employee 281	20-Aug-95
Employee 282	10-Sep-89

Particulars	DOB
Employee 283	28-Sep-97
Employee 284	14-Aug-75
Employee 285	30-Jun-84
Employee 286	25-Dec-91
Employee 287	19-Jan-88
Employee 288	07-Dec-84
Employee 289	09-May-91
Employee 290	09-Aug-89
Employee 291	21-Apr-92
Employee 292	01-Sep-95
Employee 293	01-Apr-79
Employee 294	12-Dec-89
Employee 295	04-Dec-90
Employee 296	02-Nov-86
Employee 297	29-Jun-96
Employee 298	15-Jun-89
Employee 299	11-Jul-91
Employee 300	27-Dec-88
Employee 301	29-May-86
Employee 302	20-Oct-94
Employee 303	24-Aug-76
Employee 304	04-Oct-94
Employee 305	25-Jan-97
Employee 306	01-Feb-86
Employee 307	27-May-83
Employee 308	06-Mar-93
Employee 309	31-May-95
Employee 310	20-Sep-83
Employee 311	02-Apr-93
Employee 312	03-Oct-87
Employee 313	25-Nov-92
Employee 314	06-Jul-82
Employee 315	22-Nov-90
Employee 316	07-Jun-92
Employee 317	26-Jul-67
Employee 318	01-Jan-97
Employee 319	03-Dec-94
Employee 320	09-Mar-79
Employee 321	26-Mar-92
Employee 322	11-Feb-88
Employee 323	02-Nov-88
Employee 324	27-Aug-73
Employee 325	20-Jun-94
Child 1	14-Feb-00
Child 2	05-Nov-03
Child 3	27-Oct-13

Particulars	DOB
Child 4	14-Apr-09
Child 5	05-Aug-14
Child 6	01-Sep-12
Child 7	09-Aug-13
Child 8	09-May-16
Child 9	05-Jan-14
Child 10	08-Jun-17
Child 11	07-Mar-14
Child 12	23-Dec-14
Child 13	29-Jan-13
Child 14	03-Jun-16
Child 15	26-Dec-14
Child 16	30-Jun-20
Child 17	09-Mar-04
Child 18	24-Jul-04
Child 19	16-Mar-17
Child 20	12-Aug-19
Child 21	09-Jan-14
Child 22	26-Nov-16
Child 23	29-Sep-18
Child 24	22-Sep-17
Child 25	08-Sep-15
Child 26	03-Aug-10
Child 27	02-Nov-07
Child 28	20-Nov-18
Child 29	28-Oct-14
Child 30	23-Jan-18
Child 31	09-Dec-14
Child 32	01-Oct-16
Child 33	24-Sep-12
Child 34	31-Mar-16
Child 35	02-Apr-16
Child 36	10-May-19
Child 37	15-Oct-15
Child 38	27-Nov-04
Child 39	12-Aug-15
Child 40	04-Sep-18
Child 41	01-Nov-03
Child 42	25-Jan-12
Child 43	29-Nov-09
Child 44	23-Jan-11
Child 45	27-Mar-17
Child 46	28-Mar-13
Child 47	09-May-15
Child 48	07-Oct-12
Child 49	21-Oct-16

Particulars	DOB
Child 50	27-Jun-16
Child 51	06-Sep-13
Child 52	21-Mar-90
Child 53	09-Jun-10
Child 54	27-Oct-06
Child 55	30-Jul-20
Child 56	06-Nov-20
Child 57	08-Sep-16
Child 58	23-Sep-14
Child 59	29-Aug-18
Child 60	25-Aug-11
Child 61	19-Mar-09
Child 62	21-Oct-19
Child 63	26-Aug-20
Child 64	09-Oct-20
Child 65	14-Feb-18
Child 66	17-Mar-20
Child 67	25-May-18
Child 68	07-Jul-14
Child 69	17-Jun-19
Child 70	11-Sep-08
Child 71	19-Jul-07
Child 72	21-Sep-14
Child 73	18-Sep-19
Child 74	03-Jun-19
Child 75	14-Jul-20
Child 76	26-Feb-11
Child 77	19-Apr-20
Child 78	03-Sep-20
Child 79	30-Jan-20
Child 80	15-Jun-16
Child 81	05-Feb-21
Child 82	04-Aug-20
Child 83	07-Aug-10
Child 84	14-Apr-14
Child 85	09-Jul-16
Child 86	12-Aug-19
Child 87	28-Apr-14
Child 88	20-Mar-15
Child 89	25-Oct-13
Child 90	25-Sep-06
Child 91	18-Sep-12
Child 92	22-Jun-07
Child 93	24-May-03
Child 94	28-Feb-18
Child 95	05-Dec-20

Particulars	DOB
Child 96	27-Aug-15
Child 97	16-Oct-18
Child 98	12-Sep-18
Child 99	26-Jan-14
Child 100	02-Nov-18
Child 101	01-May-19
Child 102	15-Nov-18
Child 103	09-May-18
Child 104	06-Jan-21
Child 105	08-Jul-15
Child 106	21-Jan-21
Child 107	18-Feb-19
Child 108	27-Dec-16
Child 109	14-Aug-18
Child 110	15-May-20
Child 111	01-Nov-18
Child 112	14-Jul-12
Child 113	01-Jan-18
Child 114	08-Mar-19
Child 115	29-Oct-19
Child 116	29-Nov-05
Child 117	16-Jun-16
Child 118	15-May-14
Child 119	03-Sep-19
Child 120	05-Oct-18
Child 121	15-Aug-20
Child 122	27-May-13
Child 123	28-Dec-08
Child 124	17-Dec-17
Child 125	27-Nov-10
Child 126	09-Sep-08
Child 127	09-Apr-04
Child 128	01-Jan-17
Child 129	16-Apr-14
Child 130	28-Feb-17
Child 131	13-May-96
Child 132	15-Jun-99
Child 133	31-Dec-20
Child 134	23-Dec-06
Child 135	29-Sep-18
Child 136	14-Aug-18
Child 137	14-Jul-20
Child 138	14-Jun-20
Child 139	12-Aug-19
Child 140	04-Aug-20
Father 1	09-Aug-56

Particulars	DOB
Father 2	30-Dec-49
Father 3	23-Jul-60
Father 4	02-Apr-37
Father 5	23-Aug-56
Father 6	07-Dec-51
Father 7	21-Aug-66
Father 8	23-Nov-49
Father 9	13-Apr-38
Father 10	22-Dec-53
Father 11	07-Jul-60
Father 12	20-Jan-64
Father 13	09-May-57
Father 14	06-Sep-67
Father 15	04-Sep-56
Father 16	01-Jun-54
Father 17	16-Feb-52
Father 18	10-Mar-52
Father 19	25-Dec-48
Father 20	01-Jan-60
Father 21	09-Jun-52
Father 22	02-Feb-58
Father 23	28-Sep-56
Father 24	05-Jan-69
Father 25	02-Jun-58
Father 26	30-Dec-46
Father 27	03-Jul-56
Father 28	21-Sep-58
Father 29	08-Apr-68
Father 30	10-Feb-61
Father 31	10-May-57
Father 32	06-Feb-58
Father 33	10-Jan-53
Father 34	24-Oct-55
Father 35	03-Apr-53
Father 36	01-Dec-57
Father 37	21-Mar-51
Father 38	05-May-57
Father 39	07-Apr-54
Father 40	02-Oct-59
Father 41	17-Apr-62
Father 42	03-May-42
Father 43	27-Sep-64
Father 44	29-Apr-64
Father 45	01-Jun-61
Father 46	24-Nov-58
Father 47	01-Dec-50

Particulars	DOB
Father 48	12-Apr-66
Father 49	14-Jun-47
Father 50	02-Oct-42
Father 51	13-Mar-48
Father 52	01-May-53
Father 53	01-Jan-66
Father 54	07-Jan-56
Father 55	20-Jul-62
Father 56	10-Dec-66
Father 57	10-May-59
Father 58	20-Oct-50
Father 59	29-Aug-48
Father 60	23-Sep-55
Father 61	10-Jan-59
Father 62	18-Jan-58
Father 63	01-Jun-60
Father 64	16-Apr-59
Father 65	13-Nov-68
Father 66	07-Oct-63
Father 67	01-Jun-60
Father 68	29-Jan-47
Father 69	14-Jan-64
Father 70	04-Jan-62
Father 71	06-Jan-59
Father 72	28-Aug-61
Father 73	07-Nov-59
Father 74	18-Mar-61
Father 75	01-Jan-63
Father 76	17-Feb-52
Father 77	14-Jun-64
Father 78	02-Jun-49
Father 79	05-Jul-62
Father 80	07-Oct-56
Father 81	05-Jul-56
Father 82	12-Jan-51
Father 83	07-Nov-58
Father 84	24-Aug-46
Father 85	17-Jul-59
Father 86	31-May-61
Father 87	19-Feb-59
Father 88	15-May-50
Father 89	01-Jun-52
Father 90	06-Dec-55
Father 91	01-Jul-56
Father 92	20-Jun-55
Father 93	01-Jan-52

Particulars	DOB
Father 94	12-Aug-59
Father 95	02-Dec-53
Father 96	02-Jun-58
Father 97	01-Jun-58
Father 98	01-Jun-52
Father 99	17-Jul-41
Father 100	27-Nov-60
Father 101	24-Nov-56
Father 102	22-Jun-49
Father 103	17-Jan-64
Father 104	09-May-49
Father 105	10-Nov-62
Father 106	01-Jul-61
Father 107	10-Dec-50
Father 108	19-Dec-48
Father 109	14-Jul-68
Father 110	01-Sep-48
Father 111	20-Mar-62
Father 112	25-Jun-60
Father 113	20-May-52
Father 114	02-Dec-52
Father 115	02-Feb-62
Father 116	15-May-62
Father 117	10-Jul-59
Father 118	10-Jun-65
Father 119	15-Oct-65
Father 120	03-Aug-62
Father 121	30-Jul-57
Father 122	12-Jul-64
Father 123	27-Oct-61
Father 124	01-Sep-54
Father 125	01-Oct-55
Father 126	19-Dec-60
Father 127	29-Nov-51
Father 128	20-Jul-56
Father 129	10-Dec-51
Father 130	01-Jun-60
Father 131	17-Jan-54
Father 132	11-Aug-60
Father 133	08-Aug-55
Father 134	20-Sep-56
Father 135	14-Apr-54
Father 136	18-Sep-59
Father 137	21-Jan-49
Father 138	01-Jun-58
Father 139	30-Aug-59

Particulars	DOB
Father 140	02-Jun-67
Father 141	01-Oct-58
Father 142	05-Jun-68
Father 143	11-Feb-65
Father 144	18-Apr-68
Father 145	06-Jun-47
Father 146	21-May-58
Father 147	03-Feb-56
Father 148	04-Nov-59
Father 149	04-Nov-57
Father 150	10-Aug-54
Father 151	11-Nov-59
Father 152	02-Apr-61
Father 153	03-Mar-55
Father 154	01-Jul-57
Father 155	15-Aug-52
Father 156	05-Sep-58
Father 157	16-Oct-60
Father 158	07-May-53
Father 159	01-Jun-57
Father 160	12-Nov-66
Father 161	01-Jun-63
Father 162	03-Apr-47
Father 163	07-Mar-59
Father 164	02-Jan-58
Father 165	20-May-56
Father 166	11-Jul-55
Father 167	26-Dec-60
Father 168	28-Dec-62
Father 169	07-Jul-62
Father 170	19-Apr-64
Father 171	01-Jun-65
Father 172	14-Jun-58
Father 173	18-Feb-53
Father 174	25-May-59
Father 175	14-Jan-59
Father 176	09-Aug-65
Father 177	27-Dec-60
Father 178	30-Sep-54
Father 179	22-Dec-68
Father 180	05-Oct-60
Father 181	01-Jan-57
Father 182	08-Jul-52
Father 183	01-Jun-59
Father 184	15-Jul-45
Father 185	01-Feb-57

Particulars	DOB
Father 186	25-Jul-65
Father 187	04-Jun-69
Father 188	25-Jan-63
Father 189	01-Feb-64
Father 190	10-May-56
Father 191	26-Mar-67
Father 192	01-Oct-59
Father 193	04-Jan-57
Father 194	01-Aug-66
Father 195	10-Jun-51
Father 196	04-May-65
Father 197	01-Jul-46
Father 198	11-Dec-64
Father 199	18-Dec-60
Father 200	11-Jan-55
Father 201	15-Jun-56
Father 202	21-Dec-62
Father 203	02-Mar-56
Father 204	11-Feb-63
Father 205	14-Oct-55
Father 206	19-Dec-62
Father 207	19-Nov-61
Father 208	01-Feb-58
Father 209	24-Jul-54
Father 210	01-Jan-69
Father 211	11-Jan-52
Father 212	01-Jun-44
Father 213	06-Nov-58
Father 214	04-Jul-65
Father 215	30-Dec-61
Father 216	01-Jan-43
Father 217	24-Jun-62
Father 218	16-Nov-53
Father 219	01-Jun-57
Father 220	14-Apr-58
Father 221	06-Jan-64
Father 222	18-Dec-56
Father 223	26-Jul-65
Father 224	01-Jan-63
Father 225	24-Apr-61
Father 226	05-May-57
Father 227	23-Feb-59
Father 228	15-Jun-53
Father 229	02-Oct-55
Father 230	01-Jun-66
Father 231	03-Mar-42

Particulars	DOB
Father 232	01-Feb-50
Father 233	12-Sep-57
Father 234	01-Mar-61
Father 235	06-Jan-53
Father 236	25-Apr-56
Father 237	16-Sep-55
Father 238	01-May-69
Father 239	07-Jun-63
Father 240	01-Aug-55
Father 241	28-Jul-58
Father 242	01-Mar-59
Father 243	31-May-64
Father 244	13-May-50
Father 245	06-Jul-67
Father 246	17-Nov-62
Father 247	10-Nov-61
Father 248	22-Aug-53
Father 249	15-Jan-46
Father 250	12-Sep-62
Father 251	30-Mar-62
Father 252	06-Jan-56
Father 253	04-Jun-55
Father 254	20-Dec-61
Father 255	01-Jan-69
Father 256	09-May-46
Father 257	26-Oct-59
Father 258	13-Nov-58
Father 259	01-Jan-60
Father 260	06-Jan-44
Father 261	08-Jun-57
Father 262	20-Jan-65
Father 263	06-Jun-63
Father 264	31-Oct-62
Father 265	08-Jan-53
Father 266	01-Aug-53
Father 267	31-Dec-36
Father 268	19-Sep-61
Mother 1	18-Aug-49
Mother 2	02-Apr-59
Mother 3	30-Oct-67
Mother 4	07-Jun-61
Mother 5	01-Jan-66
Mother 6	22-Nov-45
Mother 7	03-Nov-59
Mother 8	04-May-56
Mother 9	24-Jan-72

Particulars	DOB
Mother 10	11-Jun-54
Mother 11	10-Jan-56
Mother 12	22-Aug-52
Mother 13	15-Dec-59
Mother 14	15-May-59
Mother 15	25-Apr-66
Mother 16	01-Jan-75
Mother 17	15-Jun-60
Mother 18	15-Aug-44
Mother 19	24-Oct-72
Mother 20	08-Dec-57
Mother 21	04-Aug-57
Mother 22	11-Jun-54
Mother 23	05-Dec-59
Mother 24	10-Mar-57
Mother 25	12-Jun-54
Mother 26	01-Jan-71
Mother 27	09-Nov-56
Mother 28	12-Apr-64
Mother 29	01-Jan-70
Mother 30	07-Aug-64
Mother 31	15-Mar-52
Mother 32	10-Jun-57
Mother 33	17-Aug-55
Mother 34	06-Oct-63
Mother 35	02-May-72
Mother 36	01-Jan-71
Mother 37	15-Jun-56
Mother 38	16-May-60
Mother 39	19-Dec-61
Mother 40	03-Jul-60
Mother 41	31-Dec-46
Mother 42	05-Mar-54
Mother 43	19-Jun-66
Mother 44	09-Apr-55
Mother 45	01-Jan-67
Mother 46	01-Jun-55
Mother 47	15-Feb-62
Mother 48	08-May-63
Mother 49	24-May-48
Mother 50	09-Aug-71
Mother 51	01-Jan-46
Mother 52	09-Jan-76
Mother 53	01-Jun-72
Mother 54	06-Dec-62
Mother 55	01-Jan-71

Particulars	DOB
Mother 56	24-Apr-59
Mother 57	01-Jan-54
Mother 58	13-Jun-53
Mother 59	06-Jun-62
Mother 60	01-Jan-72
Mother 61	21-Oct-61
Mother 62	10-Feb-68
Mother 63	20-Jul-64
Mother 64	16-May-59
Mother 65	06-Nov-58
Mother 66	12-Dec-57
Mother 67	09-Jun-71
Mother 68	17-Jun-65
Mother 69	01-Oct-72
Mother 70	29-Aug-53
Mother 71	29-Mar-62
Mother 72	02-Jun-61
Mother 73	07-Aug-71
Mother 74	07-Oct-70
Mother 75	01-Jan-64
Mother 76	19-May-60
Mother 77	24-Jul-73
Mother 78	05-Apr-69
Mother 79	18-Jun-68
Mother 80	03-Dec-68
Mother 81	06-May-65
Mother 82	25-Dec-62
Mother 83	01-Jan-70
Mother 84	01-Jun-61
Mother 85	15-Jun-53
Mother 86	13-May-62
Mother 87	13-Sep-67
Mother 88	03-Jun-56
Mother 89	16-Aug-68
Mother 90	17-Oct-66
Mother 91	01-Jun-66
Mother 92	30-Jun-64
Mother 93	24-Oct-60
Mother 94	05-Jun-67
Mother 95	08-Feb-50
Mother 96	11-Dec-59
Mother 97	19-Jul-71
Mother 98	20-Jan-63
Mother 99	10-Oct-55
Mother 100	16-Mar-62
Mother 101	24-Jul-69

Particulars	DOB
Mother 102	01-Jun-59
Mother 103	10-Jul-62
Mother 104	10-Feb-66
Mother 105	04-Sep-57
Mother 106	26-Feb-55
Mother 107	01-Jun-54
Mother 108	07-Aug-64
Mother 109	01-Feb-52
Mother 110	19-Apr-62
Mother 111	18-Jul-75
Mother 112	01-Jun-68
Mother 113	06-Jun-62
Mother 114	31-Mar-61
Mother 115	17-Feb-49
Mother 116	13-Jun-51
Mother 117	24-Aug-61
Mother 118	19-Oct-58
Mother 119	02-Nov-64
Mother 120	01-Jan-61
Mother 121	01-Jan-65
Mother 122	21-May-67
Mother 123	04-Aug-52
Mother 124	05-Feb-57
Mother 125	29-Jul-56
Mother 126	15-Jun-68
Mother 127	01-Jun-67
Mother 128	03-Jan-52
Mother 129	15-Sep-65
Mother 130	03-Mar-67
Mother 131	14-Jan-63
Mother 132	01-Jun-61
Mother 133	02-Jun-57
Mother 134	30-Jul-69
Mother 135	02-Feb-68
Mother 136	08-Aug-66
Mother 137	10-Aug-73
Mother 138	08-Jul-71
Mother 139	01-Oct-70
Mother 140	29-May-65
Mother 141	30-Jun-63
Mother 142	09-Jan-72
Mother 143	19-Nov-62
Mother 144	21-Jan-65
Mother 145	01-Jun-61
Mother 146	26-Aug-62
Mother 147	16-Jun-67

Particulars	DOB
Mother 148	14-Nov-59
Mother 149	26-Aug-66
Mother 150	01-Jan-56
Mother 151	10-Mar-53
Mother 152	01-Oct-72
Mother 153	25-Jul-59
Mother 154	02-Dec-68
Mother 155	12-May-56
Mother 156	05-Mar-57
Mother 157	09-Sep-52
Mother 158	01-Oct-72
Mother 159	16-Feb-62
Mother 160	31-Dec-65
Mother 161	01-Jul-58
Mother 162	17-Dec-65
Mother 163	23-Jul-73
Mother 164	01-Jun-65
Mother 165	20-Aug-73
Mother 166	30-May-76
Mother 167	16-Apr-74
Mother 168	17-Jan-74
Mother 169	06-Jun-55
Mother 170	30-Mar-61
Mother 171	04-May-73
Mother 172	31-Dec-65
Mother 173	22-Oct-60
Mother 174	09-Dec-62
Mother 175	15-Jan-65
Mother 176	13-Feb-66
Mother 177	13-May-61
Mother 178	14-Aug-60
Mother 179	26-Apr-61
Mother 180	29-May-65
Mother 181	10-Sep-65
Mother 182	08-Aug-53
Mother 183	01-Jan-69
Mother 184	15-Jun-78
Mother 185	29-Oct-59
Mother 186	01-May-63
Mother 187	13-Jul-70
Mother 188	05-Jun-69
Mother 189	15-Aug-47
Mother 190	25-Mar-65
Mother 191	15-Jan-66
Mother 192	21-Jul-59
Mother 193	19-Sep-55

Particulars	DOB
Mother 194	29-Oct-64
Mother 195	24-Nov-62
Mother 196	07-Nov-67
Mother 197	08-May-66
Mother 198	04-Apr-68
Mother 199	01-Jan-69
Mother 200	24-Nov-66
Mother 201	11-Oct-56
Mother 202	05-Sep-64
Mother 203	23-Oct-63
Mother 204	27-Dec-67
Mother 205	17-Sep-70
Mother 206	06-Jun-61
Mother 207	02-Jul-60
Mother 208	17-Dec-64
Mother 209	11-Jun-62
Mother 210	24-Oct-57
Mother 211	31-Dec-67
Mother 212	01-Oct-49
Mother 213	04-Feb-65
Mother 214	27-Feb-68
Mother 215	03-Apr-62
Mother 216	20-Dec-72
Mother 217	22-Jun-69
Mother 218	10-Oct-66
Mother 219	25-May-59
Mother 220	01-Jan-60
Mother 221	04-Mar-60
Mother 222	13-Jun-69
Mother 223	28-Aug-57
Mother 224	20-Apr-66
Mother 225	12-Jan-65
Mother 226	28-Jan-61
Mother 227	25-Jan-67
Mother 228	18-Sep-65
Mother 229	30-Sep-67
Mother 230	17-Apr-63
Mother 231	01-Jan-69
Mother 232	07-Sep-71
Mother 233	06-Jan-62
Mother 234	20-Apr-60
Mother 235	02-Aug-66
Mother 236	21-Nov-58
Mother 237	17-Sep-59
Mother 238	01-May-74
Mother 239	07-Dec-60

Particulars	DOB
Mother 240	15-Mar-50
Mother 241	13-Feb-58
Mother 242	07-Apr-62
Mother 243	06-Nov-70
Mother 244	31-Jul-64
Mother 245	24-Jun-62
Mother 246	12-Nov-60
Mother 247	19-Jan-59
Mother 248	29-Jun-62
Mother 249	16-Jan-61
Mother 250	06-Jan-66
Mother 251	05-Sep-60
Mother 252	01-Feb-69
Mother 253	01-Mar-68
Mother 254	25-Aug-64
Mother 255	29-Dec-68
Mother 256	18-Sep-64
Mother 257	12-Jan-64
Mother 258	23-Aug-63
Mother 259	11-Mar-57
Mother 260	08-Nov-45
Mother 261	08-Jun-60
Mother 262	17-Aug-72
Mother 263	06-Sep-64
Mother 264	25-Nov-63
Mother 265	10-Jul-67
Mother 266	01-Jan-75
Mother 267	01-Jul-69
Mother 268	15-Aug-62
Mother 269	06-Sep-59
Mother 270	19-Oct-72
Mother 271	17-May-53
Mother 272	05-May-75
Mother 273	28-May-66
Mother 274	01-Jun-65
Mother 275	15-May-55
Mother 276	02-Jun-55
Mother 277	09-Nov-64
Mother 278	21-Oct-71
Mother 279	23-Jul-58
Mother 280	14-Dec-60
Mother 281	07-Jul-65
Mother 282	11-Jul-76
Mother 283	08-Jan-50
Mother 284	01-Jan-62
Mother 285	19-Feb-68

Particulars	DOB
Mother 286	01-Jan-65
Mother 287	07-Jun-50
Mother 288	03-Aug-62
Mother 289	20-Apr-68
Mother 290	19-Oct-33
Mother 291	04-Mar-34
Mother 292	28-Jan-69
Mother 293	13-Feb-68
Mother 294	07-Jun-44
Mother 295	04-Apr-65
Mother 296	07-Oct-65
Mother 297	10-Jul-65
Mother 298	06-May-43
Mother 299	28-Oct-66
Spouse 1	28-Dec-73
Spouse 2	11-Oct-75
Spouse 3	13-Oct-85
Spouse 4	22-Nov-90
Spouse 5	26-Aug-67
Spouse 6	18-Apr-89
Spouse 7	31-Mar-81
Spouse 8	12-Dec-83
Spouse 9	11-Jul-85
Spouse 10	30-Apr-87
Spouse 11	22-Oct-89
Spouse 12	06-May-76
Spouse 13	01-Apr-75
Spouse 14	03-Oct-89
Spouse 15	05-Apr-90
Spouse 16	08-Apr-86
Spouse 17	09-Jun-83
Spouse 18	23-Jan-90
Spouse 19	02-Feb-96
Spouse 20	18-Aug-81
Spouse 21	26-May-88
Spouse 22	03-May-87
Spouse 23	20-Jul-91
Spouse 24	04-Jun-85
Spouse 25	06-May-83
Spouse 26	07-Aug-86
Spouse 27	08-Jul-85
Spouse 28	14-Dec-85
Spouse 29	07-Dec-89
Spouse 30	15-Oct-94
Spouse 31	07-Apr-92
Spouse 32	11-Mar-81

Particulars	DOB
Spouse 33	24-Dec-89
Spouse 34	29-Jun-89
Spouse 35	21-May-79
Spouse 36	01-May-94
Spouse 37	08-Jun-90
Spouse 38	06-Apr-79
Spouse 39	27-Apr-95
Spouse 40	18-Mar-88
Spouse 41	08-Apr-89
Spouse 42	05-Mar-82
Spouse 43	26-Sep-78
Spouse 44	10-Jul-76
Spouse 45	16-Dec-84
Spouse 46	16-Jan-86
Spouse 47	04-Mar-86
Spouse 48	18-Apr-89
Spouse 49	01-Aug-92
Spouse 50	10-Aug-86
Spouse 51	05-Feb-90
Spouse 52	13-Jul-92
Spouse 53	30-May-89
Spouse 54	19-May-91
Spouse 55	21-Mar-90
Spouse 56	07-Jun-75
Spouse 57	13-Sep-89
Spouse 58	06-Jan-89
Spouse 59	10-Dec-89
Spouse 60	30-Jul-91
Spouse 61	01-Jul-90
Spouse 62	03-Jun-92
Spouse 63	19-Jun-81
Spouse 64	11-Nov-89
Spouse 65	10-Mar-89
Spouse 66	21-Sep-89
Spouse 67	23-Jul-81
Spouse 68	20-Jan-89
Spouse 69	15-Mar-83
Spouse 70	02-Apr-94
Spouse 71	09-Dec-89
Spouse 72	20-Nov-86
Spouse 73	03-Dec-86
Spouse 74	05-Jun-90
Spouse 75	06-Dec-93
Spouse 76	26-Mar-86
Spouse 77	16-Jul-86
Spouse 78	27-Nov-85

Particulars	DOB
Spouse 79	11-Mar-82
Spouse 80	10-May-79
Spouse 81	11-Jul-80
Spouse 82	30-Aug-88
Spouse 83	15-Sep-93
Spouse 84	22-Feb-94
Spouse 85	17-Jan-85
Spouse 86	01-Dec-92
Spouse 87	18-Jul-92
Spouse 88	22-Jun-90
Spouse 89	29-May-90
Spouse 90	11-Oct-87
Spouse 91	31-May-92
Spouse 92	23-Feb-91
Spouse 93	23-Feb-93
Spouse 94	14-Sep-82
Spouse 95	22-Apr-95
Spouse 96	22-Jun-91
Spouse 97	25-Apr-90
Spouse 98	07-Dec-90
Spouse 99	01-Feb-80
Spouse 100	10-May-88
Spouse 101	20-Sep-83
Spouse 102	11-Sep-89
Spouse 103	20-Mar-87
Spouse 104	09-Dec-91
Spouse 105	25-Jan-98
Spouse 106	21-Jan-87
Spouse 107	17-Dec-92
Spouse 108	11-Aug-86
Spouse 109	11-Aug-95
Spouse 110	07-Aug-94
Spouse 111	16-May-89
Spouse 112	21-Mar-90
Spouse 113	12-Oct-85
Spouse 114	22-Feb-88
Spouse 115	06-Jan-78
Spouse 116	18-Jun-81
Spouse 117	27-Jul-92
Spouse 118	11-Nov-91
Spouse 119	24-Jul-78
Spouse 120	01-May-87
Spouse 121	23-May-88
Spouse 122	19-Dec-88
Spouse 123	28-Aug-89
Spouse 124	01-Aug-88

Particulars	DOB
Spouse 125	15-Nov-88
Spouse 126	01-Jul-90
Spouse 127	22-Jan-90
Spouse 128	20-Mar-91
Spouse 129	02-Oct-94
Spouse 130	25-Mar-85
Spouse 131	15-Jun-95
Spouse 132	03-Jun-85
Spouse 133	01-Aug-96
Spouse 134	05-Jan-92
Spouse 135	05-Feb-97
Spouse 136	04-Nov-93
Spouse 137	04-Apr-92
Spouse 138	20-Apr-86
Spouse 139	26-Oct-88
Spouse 140	13-Feb-86
Spouse 141	27-Sep-86
Spouse 142	02-Mar-86
Spouse 143	19-Jan-91
Spouse 144	12-Oct-84
Spouse 145	01-Sep-87
Spouse 146	06-Mar-87
Spouse 147	11-Feb-84
Spouse 148	29-Nov-88
Spouse 149	06-Aug-85
Spouse 150	11-Sep-93
Spouse 151	31-Aug-89
Spouse 152	06-Apr-92
Spouse 153	08-Dec-90
Spouse 154	19-May-89
Spouse 155	03-Jul-90
Spouse 156	23-Dec-91
Spouse 157	10-Aug-78
Spouse 158	10-Apr-86
Spouse 159	16-Jun-95
Spouse 160	15-Mar-96
Spouse 161	30-Jul-89
Spouse 162	17-Sep-89
Spouse 163	11-Jan-96
Spouse 164	07-Jul-80
Spouse 165	16-Jun-90
Spouse 166	26-Nov-91
Spouse 167	19-Nov-92
Spouse 168	22-Dec-79
Spouse 169	19-Nov-74
Spouse 170	01-May-84

Particulars	DOB
Spouse 171	27-Dec-92
Spouse 172	16-Nov-96
Spouse 173	31-Jul-91
Spouse 174	18-Jan-90
Spouse 175	29-Jul-81
Spouse 176	09-Oct-92
Spouse 177	25-May-70
Spouse 178	07-Mar-86
Spouse 179	17-May-88
Spouse 180	17-May-88
Spouse 181	16-Mar-77
Spouse 182	21-Feb-91
Spouse 183	18-Sep-93
Spouse 184	21-Mar-90
Spouse 185	24-Feb-88
Spouse 186	17-Jan-85

3.5 Executive Summary and Corporate Profile

Bidder to include Executive Summary along with Corporate profile, proposed account management and Support details, Escalation Matrix, response and resolution Turn around time matrix, MIS and Reports mechanism etc. with RFP response.

3.6 Deviations from RFP

It is intended that you should conform the specifications mentioned in RFP. Any deviation will make you liable for disqualification.

4 Selection Process

First Bidder needs to meet or exceed the minimum eligibility criteria as mentioned under Annexure K. It is of critical importance and non-compliance to it would lead to disqualification from further bidding process.

In addition to the minimum eligibility criteria, the ReBIT will shortlist to its satisfaction the successful bidders based on Technical qualification criteria as outlined in section 5.2 of this RFP, for consideration of Commercial bid.

The commercial bid evaluation shall be done as outlined in section 5.3 of this RFP.

The contract will be awarded to the successful bidder whose bid is determined to be most responsive and has been evaluated to be the lowest bid.

The decision of the ReBIT shall be final, in this regard. Any misrepresentation of facts may lead to outright rejection of the Bid.

5 Payment Terms

Bidder will provide with the detailed cost sheet in INR as per the Annexure M. The component wise payment will be as mentioned below:

5.1 Other Payment terms

1. Commercial bid asked for a 1-year TCO, payment will be made to the vendor on an annual basis, based on the actual number of employees as on the date of policy commencement.
2. For employees added during the month / year, premium will be paid pro-rate and for employees leaving during the year, pro-rata premium will be adjusted / refunded.
3. Any delay in achievement of milestones/ deliverables/ activities from Bidder shall automatically result in delay of corresponding payment from ReBIT.
4. The successful Bidder will have to incur the stamp duty for franking of contract documents. The stamp paper and franking needs to be done in Mumbai only.

5. Any objection/ dispute to the amounts invoiced in the bill shall be raised by ReBIT within reasonable time from the date of receipt of the invoice. Upon settlement of disputes with respect to any disputed invoice(s), the ReBIT will make payment within thirty (30) working days of the settlement of such disputes.
6. The fees payable by the ReBIT to Bidder shall be inclusive of all costs such as insurance, taxes (GST, as per the rates applicable), transportation, installation, that may be levied, imposed, charged or incurred and ReBIT shall pay the fees due under this RFP and subsequent agreement after deducting any tax deductible at source ("TDS") and GST-TDS* as applicable.

* As per GST Notification No.33/2017 read with Notification No. 50/2018, ReBIT being a 100% subsidiary of Reserve Bank of India would be required to deduct TDS under the GST regime. Therefore, ReBIT would be required to deduct additional TDS as under:

Nature of Supply	Name of GST	Rate of GST - TDS
Location of service provider and place of supply is in Maharashtra	CGST	1%
	SGST	1%
Location of the service provider and place of supply are outside Maharashtra	IGST	2%

ReBIT agrees to file GST TDS returns for the amount deducted as TDS under GST laws.

7. The Bidder will need to provide the details for the GST deposited with the authorities for the GST component to be paid off by ReBIT.
8. The Bidder will need to provide the details for the tax rates as considered in the pricing. This will be used for subsequent tax changes. ReBIT shall pay each undisputed invoice raised in accordance with this RFP and subsequent agreement, within thirty (30) working days after its receipt unless otherwise mutually agreed in writing, provided that such invoice is dated after such fees have become due and payable under this RFP and subsequent agreement.
9. Any variation (upward) in Government levies/ GST (as per the rates applicable) which has been included as part of the price will be borne by the ReBIT. Any variation (downward) in Government levies/ GST (as per the rates applicable) which has been

included as part of the price, the benefit will be passed to the ReBIT and adjusted in the payment milestones. If the Bidder makes any conditional or vague offers, without conforming to these guidelines, the ReBIT will treat the prices quoted as in conformity with these guidelines and proceed accordingly.

10. If the ReBIT has to pay taxes for any of the items or supplies made in terms hereof by the Bidder, for any reason including the delay or failure or inability of the Bidder to make payment for the same, the ReBIT has to be reimbursed such amounts paid, on being intimated to the Bidder along with the documentary evidence. If the Bidder fails to reimburse the amount within a fortnight, the ReBIT shall adjust the amount out of the payments due to the Bidder from REBIT along with the interest calculated as per the tax rate prevailing at the time of actual payment.
11. Terms of payment indicated in the Contract that will be issued by REBIT to the selected Bidder will be final and binding on the Bidder and no interest will be payable by the ReBIT on outstanding amounts under any circumstances. If there are any clauses in the Invoice contrary to the terms of the Contract, the Bidder should give a declaration on the face of the Invoice or by a separate letter explicitly stating as follows "Clauses, if any contained in the Invoice which are contrary to the terms contained in the Contract will not hold good against the ReBIT and that the Invoice would be governed by the terms contained in the Contract concluded between the ReBIT and the Bidder". Bidder should ensure that the project should not suffer for this reason.

5.2 Bid Evaluation Criteria

1. The overall score for evaluating the Bidder would be 100 marks as under:

Bidder Evaluation

Criteria	Score
Technical Bid	Bidder must score equal to or more than 60 in technical bid evaluation as outlined below.

Once Bidder is qualified in the technical Bid, Commercial Bid will be opened, and commercial evaluation will be done. Bidders would be ranked basis total cost 1- year basis.

2. Technical bid evaluation:

Sr. No.	Criterion	Points	Total
1	Number of Years Since License given by IRDA as on March 31, 2021		
	1. Up to Three Years	4	15
	2. More than three years and Up to Five Years	8	
	3. More than five years and Up to Seven Years	12	
4. Above Seven Years	15		
2	Gross Total Premium underwritten within India (in Crores) as on March 31, 2021		
	1. Up to Rs. 100 Crores	4	10
	2. > Rs. 100 Crores - Rs.200 Crores	6	
	3. > Rs.200 Crores - Rs. 400 Crores	8	
4. > Rs.400 Crores	10		
3	Health Premium underwritten within India (INR. In Crores) as on March 31, 2021		
	1. Up to Rs. 25 Crores	5	20
	2. > Rs. 25 Crores - Rs.50 Crores	10	
	3. > Rs. 50 Crores - Rs.150 Crores	15	
4. > Rs. 150 Crores	20		
4	Number of Group Mediclaim policies being serviced where Total Lives covered are 20,000 Lives in each policy during Financial Year April 2020 to March 2021.		
	1. One Policy	6	25
	2. Two Policies	12	
3. Three Policies	18		

Sr. No.	Criterion	Points	Total
	4. Four or more Policies	25	
5	Number of Group Mediciam Policies where the Premium paid is more than INR 20 Crores during Financial Year April 2020 to March 2021.		
	1. One Policy	7.5	30
	2. Two Policies	15	
	3. Three Policies	22.5	
	4. Four or more Policies	30	
	TOTAL		100

@ For point no 4 and 5 mentioned above, the following conditions will apply:

- Policies where your company is co-insurer will not be considered
- Only Corporate group Medical Insurance policies will be considered for the Technical Bid.

Bidder scoring equal to or more than 60 marks, as per above evaluation criteria in the Technical Bid, will qualify for further processing of bidding i.e. Commercial Bid Evaluation.

5.3 Commercial Bid Evaluation

The Bidders will have to submit the Commercial bid in the attached format - Annexure M. The Bidder is expected to submit the Commercial bid exclusive of the applicable taxes (GST). Taxes and levies as applicable must be indicated in detail separately.

All the prices quoted shall be in Indian Rupees (₹). The quote shall not be subject to any price escalation subsequently. Rate should be quoted against each item separately.

The TCO for the purpose of commercial evaluation shall be arrived at as per format mentioned in Annexure M.

The lowest TCO value bid (CLOW) will be considered as the selected bidder (L1).

Commercial bid valuation shall be considered as below in case of any kind of discrepancy:

1. If there is a discrepancy between words and figures, the amount in words shall prevail
2. If there is a discrepancy between percentage and amount, the amount

calculated as per the stipulated percentage basis shall prevail

3. If there is discrepancy between unit price and total price, the unit price shall prevail
4. Where there is a discrepancy between the phase-wise quoted amounts and the total quoted amount, the phase-wise rate will govern unless, in the opinion of REBIT, there is obviously a gross error such as a misplacement of a decimal point, in which case the line item total will govern.
5. If there is a discrepancy in the total, the correct total shall be arrived at by ReBIT.

6 Bidding Process

6.1 Instructions for Bid Submission

1. Bidders shall submit bids through CPP Portal. Please refer Annexure O for Instructions for online bid submission
2. Bidders are permitted to submit only one relevant Commercial Bid. More than one Commercial Bid should not be submitted. The Bidders will need to submit the Commercial Bids on the same day as mentioned in the RFP Schedule. All bids should be unconditional.
3. The Bidders must ensure that the Non-disclosure agreement (NDA) are signed by the Bidder's Authorised Signatory. Relevant documentary evidence authorizing the authorised signatory to sign must be uploaded along with the Commercial Bid. The signed NDA needs to be uploaded on the portal. Proposals without a signed NDA will be rejected.
4. The Bidder must submit the Commercial bid exclusive of GST for each line item in the relevant format in the concerned Annexure.
5. The cost of bidding and submission of the bids is entirely the responsibility of the Bidders, regardless of the conduct or outcome of the bidding process.
6. Receipt of the bids shall be closed as mentioned in the RFP Schedule.
7. The bids will be opened on CPP portal as mentioned in RFP Schedule. The bidders may view the same on their end in the CPP portal.

6.2 General Guidelines

1. The offers should be made strictly as per the formats specified.

2. The Bid should not contain any erasures, over-writings or corrections using whiteners. Any corrections to be made would be by striking through the content being corrected and duly authenticating the corrections
3. The Bidder is expected to examine all instructions, forms, terms and conditions and technical specifications in the Bidding Documents. Failure to furnish all information required by the Bidding Documents or submission of a bid not in conformity to the Bidding Documents in every respect will be at the Bidder's risk and may result in rejection of the bid.
4. No rows or columns of the bid should be left blank. Offers with insufficient information and offers which do not strictly comply with the stipulations given above, are liable for rejection.
5. ReBIT may at its discretion abandon the process of the selection of Bidder any time before notification of award.
6. The Bidders may note that no information is to be furnished to ReBIT through e-mail except when specifically requested for. ReBIT can seek clarification/information from the Bidder if required.
7. It may be noted that all queries, clarifications, questions, relating to this RFP, technical or otherwise, should be by email only to the designated email id procurement@ReBIT.org.in. For this purpose, communication to any other email id or through any other mode will not be entertained.
8. ReBIT reserves the right to pre-pone or post-pone the pre-bid meeting date. However, Bidders will be informed of the revised date of pre-bid meeting in advance to submit their queries to the ReBIT seeking clarification.
9. The bids will be opened online through CPP Portal. The bidders may view the same at their end on the portal.

6.3 Pre-Bid meeting

1. ReBIT will schedule a pre-bid meeting after the RFP is issued.
2. Any pre-bid queries can be sent to the designated email id procurement@ReBIT.org.in till the date and time mentioned in the RFP timeline will be formally responded to and questions/points of clarification and the responses will be circulated to all participating Bidders, if required. The source (identity) of the Bidder seeking points of clarification will not be revealed. Alternatively, REBIT may at its discretion, answer all such queries in the Pre-bid meeting. It may be noted that all queries, clarifications, questions, relating to this RFP, technical or otherwise, should be only to the

designated email id as stated earlier. For this purpose, communication to any other email id or through any other mode will not be entertained.

3. ReBIT reserves the right to pre-pone or post-pone the pre-bid meeting date and/or change its venue. The Bidders will be informed of any changes to the date / venue of pre-bid meeting on the ReBIT website in advance to submit their queries to the ReBIT seeking clarification.
4. All points discussed during the pre-bid meeting, if need be, may be posted on the ReBIT website along with their responses.
5. For the pre-bid meeting, Bidders are required to inform the ReBIT at least a day in advance via procurement@ReBIT.org.in with participant details such as name, details of electronic devices if any, company name and mobile number and the authorized representatives shall produce the original authorization letter.
6. No queries will be entertained after the Pre-Bid meeting.
7. ReBIT reserves the right to pre-pone or post-pone the date for the walkthrough and/or change its venue. The Bidders will be informed of any changes to the date in advance.

6.4 Clarification on the Bid Document

1. For any clarification with respect to this RFP, the Bidder may send an email to procurement@ReBIT.org.in. The format to be used for seeking clarification is mentioned in relevant Annexure N.
2. It may be noted that all queries, clarifications, questions, relating to this RFP, technical or otherwise, should be by email only to the designated email id as stated earlier. For this purpose, communication to any other email id or through any other mode will not be entertained.
3. Email for clarification may be submitted to the ReBIT as per the date and time mentioned in the RFP timelines and clarifications for such queries shall be provided by the ReBIT or its representative in the pre-bid meeting. Request for clarifications after pre-bid meeting will not be entertained.
4. Bidders Queries Pro-forma (as given in Annexure N for Bidders queries) should be emailed to the ReBIT only on the designated email ID procurement@ReBIT.org.in
5. Bidders should provide their email address and contact number in their queries without fail.

6.5 Amendments to Bid Document

1. Amendments to the Bid Document may be issued by ReBIT for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, prior to the deadline for the submission of bids, which will be placed on the ReBIT website.
2. The amendments so placed on the ReBIT website will be binding on all the Bidders. From the date of issue, amendments to Terms and Conditions shall be deemed to form an integral part of the RFP. Further, in order to provide prospective Bidders reasonable time to take the amendment into account in preparing their bid, ReBIT may at its discretion extend the deadline for submission of bids.

6.6 Technical and Commercial Bid: Applicable only for the qualified Bidders

1. Technical Bid - format:

Sr. No.	Parameters	Response
1	Number of Years Since License given by IRDA as on March 31, 2021	
2	Gross Total Premium underwritten within India (₹ in Crores) as on March 31, 2021	
3	Health Premium underwritten within India (₹ In Crores) as on March 31 2021	
4	Number of Group Mediclaim policies being serviced where Total Lives covered are 20,000 Lives in each policy for the Financial Year 2020-2021	
5	Number of Group Mediclaim Policies where the Premium paid is more than ₹ 20 Crores for the Financial Year 2020-2021	

Bidders are required to provide the relevant documents (proofs) confirming the bidder's response against the above-mentioned details, as part of technical bid submission.

2. Commercial Bid:

The commercial bid shall contain duly filled up forms/ documents/ instruments given in the Annexes mentioned below:

- a. Compliance Certificate Commercial Bid Form (Refer [Annexure L](#))
- b. Commercial Bid Format (Refer [Annexure M](#))

3. The pages of the commercial proposals should be properly numbered.
4. The bid responses should include Copy of the Bid document along with all clarifications released by ReBIT duly putting the seal and signature on all the pages of the document for having noted the contents and testifying conformance to the terms and conditions set out therein. The proposal should be prepared in English in MS Word / PDF format. The email address, Postal/courier address and phone / fax numbers of the Bidder shall also be indicated.
5. Only single submission of response to RFP by each Bidder / respondent will be permitted.
6. All responses including commercial bids would be deemed to be irrevocable offers/proposals from the Bidder and may, if accepted by ReBIT, form part of the final contract between the ReBIT and the selected Bidder. Bidder is requested to attach a letter from an authorised signatory attesting the veracity of information provided in the responses in the Annexure D Confirmation to Deliver. Unsigned responses would be treated as incomplete and are liable to be rejected.
7. The authorised signatories of the Bidder should initial on all pages of the technical and commercial proposals. Submission Checklist can be used as a checklist.

6.7 Period of Bid Validity

The Bids will be treated as valid for a period of 180 days from the closing date for submission of the bid.

6.8 Format and Signing of Bid

The bid should be signed by the Bidder or any person duly authorised to bind the Bidder to the contract. The signatory should give a declaration and through authenticated documentary evidence establish that he/she is empowered to sign the bid documents and bind the Bidder. All pages of the bid documents except brochures if any are to be signed by the authorised signatory. All the pages of the bid should be serially numbered.

Forms with respective Power of Attorney should be submitted and signed by the authorised signatory. Unsigned bids would entail rejection of the bid.

6.9 Correction of Errors

Arithmetic errors in bids will be treated as follows:

1. Where there is a discrepancy between the amounts in figures and in words, the amount in words shall govern; and
2. Where there is a discrepancy between the part-wise quoted amounts and the total quoted amount, the part-wise rate will govern.
3. If there is a discrepancy between percentage and amount, the amount calculated as per the stipulated percentage basis shall prevail
4. If there is discrepancy between unit price and total price, the unit price shall prevail for calculation of the total price
5. If there is a discrepancy in the total, the correct total shall be arrived at by ReBIT
6. The amount stated in the bid form, adjusted in accordance with the above procedure, shall be considered as binding, unless it causes the overall bid price to rise, in which case the ReBIT will be free to accept the Total Bid amount as mentioned in the field "Total Cost of Ownership (TCO)" in relevant Annexure.

6.10 Acceptance or Rejection of Bid

ReBIT reserves the right not to accept any bid, or to accept or reject a bid at its sole discretion without assigning any reason whatsoever.

6.11 Duration and Condition of Engagement

1. ReBIT shall engage and appoint the successful Bidder to provide services as mentioned in this document and in consideration of remuneration payable by ReBIT to the Bidder.
2. ReBIT will reserve the right to terminate the services of the successful Bidder at any point of the year under consideration without assigning any reasons. In such cases bidder will reimburse all the premiums paid on pro-rata basis.
3. Information collected or provided to the Bidder would be confidential and shall not be used by him for any other purpose. The work/study carried out by the Bidder would be the sole property of ReBIT. The successful Bidder will sign a confidentiality agreement with ReBIT.
4. At no point should Bidder use the name of ReBIT without prior written permission as a reference or to advertise itself in anyway.

6.12 Cost of Proposal

The Bidder shall bear any and all costs related to the preparation and/or submission of the Proposal, regardless of whether its Proposal was selected or not. REBIT shall in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tendering process. If selected, the Bidder at his own expense will register the contract agreement by paying the appropriate amount of stamp duty. The first page of the contract agreement shall be on a stamp paper of appropriate value. For the purpose of the Agreement as well as for the purpose of the Tender Document, the Purchaser is:

The Chief Executive Officer
Reserve Bank Information Technology Pvt Ltd. (ReBIT),
502, Building No 1, MindSpace Juinagar,
Nerul, Navi Mumbai - 400706.

7 General Instructions

Bidders must strictly adhere to all the requirements of this RFP. No changes, substitutions or other alterations to the provisions stipulated in this RFP will be accepted unless approved in writing by REBIT. However, whilst fully complying with the RFP requirements, Bidders are encouraged to provide any suggestions and solutions that may achieve a more cost-effective value-for-money approach to fulfilment of requirements.

1. Submission of a Proposal shall be deemed to constitute an acknowledgement by the Bidder that all obligations stipulated by this RFP will be met and unless specified otherwise, the Bidder has read, understood and agreed to all the instructions provided in this RFP.
2. Any Proposal submitted will be regarded as an offer by the Bidder and not as an acceptance of an offer/proposal by REBIT. This RFP does not commit REBIT to award a contract.
3. The Bidder, selected for the solution, will have to enter into a contract directly with REBIT. The contract will contain various terms and conditions including payment, delivery, installation & operationalization, training, commissioning & acceptance, support during periods of warranty & maintenance, penalty due to delay in performance. All the literature & information, provided by the Bidder for the solution and agreed to by REBIT, will also form a part of the agreement.

4. Bidders are required to complete, sign and submit in the required number of copies the formats given in the Submission Checklist as given in Annexure A.

7.1 General Terms and Conditions

1. Adherence to terms and conditions: The Bidders who wish to submit responses to this RFP should note that they should abide by all the terms and conditions contained in the RFP. If the responses contain any extraneous conditions put in by the respondents, such Bidders will be disqualified and will not be considered for the selection process.
2. Execution of SLA: The Bidder should execute a Service Level Agreement, which would include all the services and terms and conditions of the services to be extended as detailed herein and as may be prescribed by the ReBIT
3. A declaration may be given by the Bidder stating that "No relative of the Bidders is working in ReBIT ". If anyone working in ReBIT is related to the Bidders, the name, designation and the department where the person is posted may be given. Due to any breach of these conditions by the company or firm or any other person the bid will be cancelled and performance Bank guarantee will be invoked. The company or firm or the person will also be debarred for further participation in the concerned unit.
 - The relatives for this purpose are defined as: -
 - Members of a Hindu undivided family (HUF).
 - Husband and Wife.
 - If one is related to the other in the manner as Father (includes step father), Mother (includes step mother), Son(s) (includes step son) & Son's wife (daughter-in-law), Daughter(s) (includes step daughter) and Daughter's husband (son-in-law), Brother(s) (includes step brother) and Brother's wife, Sister(s) (includes step sister) and Sister's husband (brother-in-law).

7.2 Language and validity of Proposal

The Proposal, as well as all related correspondence exchanged by the Bidder and ReBIT, shall be written in English language only. The Bids will be treated as valid for a period of 180 days from the closing date for submission of the bid.

7.3 Indemnification

The Bidder shall, at its own cost and expenses, defend and indemnify REBIT against all third-party claims including those of the infringement of Intellectual Property Rights, including patent, trademark, copyright, trade secret or industrial design rights, arising from use of the Products or any part thereof in India.

If REBIT is required to pay compensation to a third party resulting from such infringement, the Bidder shall be fully responsible therefore, including all expenses and court and legal fees. The Bidder shall also be liable to indemnify REBIT, at its own cost and expenses, against all losses/ damages, which REBIT may suffer on account of violation by the Bidder of any or all national/ international trade laws, norms, standards, procedures, etc.

7.4 Force Majeure

The Bidder or REBIT shall not be responsible for delays or non-performance of any or all contractual obligations, caused by war, revolution, insurrection, civil commotion, riots, mobilizations, strikes, blockade, acts of God, plague or other epidemics, fire, flood, obstructions of navigation by ice of Port of dispatch, acts of government or public enemy or any other event beyond the control of either party, which directly, materially and adversely affect the performance of any or all such contractual obligations. If a Force Majeure situation arises, the Bidder shall promptly notify REBIT in writing of such conditions and any change thereof. Unless otherwise directed by the Purchaser in writing, the Bidder shall continue to perform his obligations under the contract as far as possible and shall seek all means for performance of all other obligations, not prevented by the Force Majeure event.

7.5 Confidentiality Undertaking and Non-Disclosure Agreement

The Bidder shall treat all documents, information, data and communication of and with Purchaser as privileged and confidential and shall be bound by the terms and conditions of the Non-Disclosure Agreement. The Bidder shall sign and execute this Non-Disclosure Agreement before the execution of this Contract. The Bidder shall submit the confidentiality undertaking given under section in Annexure H.

7.6 ReBIT reserves the right to:

1. Reject any and all responses received in response to the RFP without assigning any reason whatsoever
2. Cancel the RFP/Bid at any stage, without assigning any reason whatsoever
3. Waive or Change any formalities, irregularities or inconsistencies in this proposal (format and delivery). Such a change/waiver would be duly and publicly notified on REBIT's website before the closure of the bid date.
4. Extend the time for submission of all proposals and such an extension would be duly and publicly notified on REBIT's website.
5. Select the next eligible Bidder (L2) if the first successful Bidder (L1) evaluated for selection fails to result in an agreement within a specified time frame.
6. Share the information/ clarifications provided in response to any queries made by any Bidder, with all other Bidder(s) /others on REBIT's website, in the same form as clarified to the Bidder raising the query.
7. Any clarifications shared as per the date and time mentioned in the RFP timeline will be clarified in the same. All clarification requests must be informed to the email address mentioned above. ReBIT in its absolute discretion deems that the originator of the clarification will gain any advantage by a response to a question, then ReBIT reserves the right to communicate such query and respond to all respondents of the RFP. The successful Bidder cannot participate/ bid for providing any other services/ products under the project unless specifically approved by the ReBIT.
8. Professionalism: The Bidder should provide professional, objective and impartial advice always and hold ReBIT's interest's paramount and should observe the highest standard of ethics while executing the assignment.
9. Adherence to Standards: The Bidder should adhere to laws of land and 'rules, regulations and guidelines' prescribed by various regulatory, statutory and Government authorities.
10. No legal binding relationship: It may be noted that no binding legal relationship will exist between any of the Respondents of this RFP and the ReBIT, until execution of a contractual agreement.
11. Conduct an audit/ongoing audit of the services provided by the successful Bidder.
12. Disqualify any Bidder, who is involved in any form of lobbying/ influencing/ canvassing etc., in the evaluation / selection process.

7.7 Evaluation and Comparison of Bids

Only bids from Bidders meeting the defined requirements and submitting complete and responsive bids will be processed to the stage of being fully evaluated and compared. The evaluation criteria shall be based on the requirements, stated in this document.

7.8 Notification of Awards

The acceptance of a bid, subject to contract, will be communicated in writing at the address supplied by the Bidder in the bid response. Any change of address of the Bidder, should therefore be promptly notified to:

The Chief Executive Officer
Reserve Bank Information Technology Pvt Ltd. (ReBIT),
502, Building No 1, Mind Space, Juinagar,
Nerul, Navi Mumbai – 400706

7.9 Authorised Signatory for signing the contract

The selected Bidder shall indicate the authorised signatories who can discuss and correspond with ReBIT, about the obligations under the contract. The authorised signatory should give a declaration and through authenticated documentary evidence establish that he/she is empowered to sign the bid documents and bind the Bidder. The Bidder shall furnish proof of signature identification for above purposes as required by the ReBIT.

7.10 Signing of Contract and term of contract

The Bidder shall be required to provide the policy document to ReBIT, within 7-10 days of the award of the bid. In addition, both ReBIT and Selected Bidder will sign the contract within 15 days from award of bid in accordance to ReBIT contract format. Contract term shall be 3 years, mutually extendable every year post due diligence, policy and Service performance of Selected bidder and renewal costs.

7.11 Assignment

Neither the contract nor any rights granted under the contract may be sold, leased, assigned, or otherwise transferred, in whole or in part, by the Bidder, and any such

attempted sale, lease, assignment or otherwise transfer shall be void and of no effect without the advance written consent of the ReBIT.

7.12 No Employer-Employee Relationship

1. The Bidder or any of its holding/subsidiary/joint-venture/ affiliate / group / client companies or any of their employees / officers / staff / personnel / representatives / agents shall not, under any circumstances, / be deemed to have any employer-employee relationship with the ReBIT or any of its employees /officers / staff / representatives / personnel / agents.
2. A self-declaration is required from the Bidder as part of the technical bid.

7.13 Subcontracting

The Bidder shall not subcontract or permit anyone other than its personnel and the parties enlisted in the response to perform any of the work, service or other performance required of the Bidder under the contract without the prior written consent of the ReBIT.

7.14 Other Terms

1. ReBIT may at its discretion abandon the process of the selection of Bidder any time before notification of award without assigning any reason whatsoever.
2. The bids will be opened in the presence of authorised representatives of the Bidders. However, the representative of the Bidder has to produce an authorisation letter from the Bidder to represent them at the time of opening of Technical/Commercial bids. Only maximum of two representatives will be allowed to represent any Bidder. In case the Bidder's representative is not present at the time of opening of bids, the quotations/bids will still be opened at the scheduled time at the sole discretion of REBIT.
3. ReBIT reserves the right to select the next most responsive Bidder if the first most responsive Bidder evaluated for selection fail to result in an agreement within a specified time frame .
4. The Bidders, who involve in any form of lobbying/ influencing/ canvassing etc., in selection process will be disqualified.
5. The selected Bidder shall indicate the authorised signatories who can discuss and correspond with REBIT, regarding the obligations under the contract. The selected Bidder shall submit at the time of signing the contract, a certified copy of the

resolution of their Board, authenticated by Company Secretary, authorizing an official or officials of the company or a Power of Attorney copy to discuss, sign agreements/contracts with REBIT. The Bidder shall furnish proof of signature identification for above purposes as required by REBIT.

6. Neither the contract nor any rights granted under the contract may be sold, leased, assigned, or otherwise transferred, in whole or in part, by the Bidder, and any such attempted sale, lease, assignment or otherwise transfer shall be void and of no effect without the advance written consent of REBIT.
7. The Bidder or any of its holding/subsidiary/joint-venture/ affiliate / group / client companies or any of their employees / officers / staff / personnel / representatives/ agents shall not, under any circumstances, be deemed to have any employer-employee relationship with REBIT or any of its employees/officers/ staff/representatives/ personnel/agents.

7.15 Proposal Response

Only one Submission of response to RFP by each Bidder / respondent will be permitted. The bid should contain no interlineations, erasures or over-writings except as necessary to correct errors made by the Bidder. In such cases, the person/s signing the bid should initial such corrections.

The Bidder is expected to examine all instructions, forms, terms and conditions and technical specifications in the Bidding Documents. Failure to furnish all information required by the Bidding Documents or submission of a bid not substantially responsive to the Bidding Documents in every respect will be at the Bidder's risk and may result in rejection of the bid.

The bid should be signed by the Bidder or any person duly authorised to bind the Bidder to the contract. The signatory should give a declaration and through authenticated documentary evidence establish that he/she is empowered to sign the tender documents and bind the Bidder. All pages of the tender documents except brochures, if any, are to be properly numbered, stamped and signed by the authorised signatory. The technical proposal should be bound in such a way that the sections of the proposal could be removed and separated easily.

At no point should Bidder use the name of REBIT without prior written permission to advertise itself.

If the responses contain any extraneous conditions put in by the respondents, such

responses will be disqualified and will not be considered for the selection process.

All responses including commercial and technical bids would be deemed to be irrevocable offers/proposals from the Bidder and may, if accepted by REBIT, form part of the final contract between REBIT and the selected Bidder.

7.16 Disclaimer

REBIT and/or its officers, employees disclaim all liability from any loss or damage, whether foreseeable or not, suffered by any Bidder/ person acting on or refraining from acting because of any information including statements, information, forecasts, estimates or projections contained in this document or conduct ancillary to it whether or not the loss or damage arises in connection with any omission, negligence, default, lack of care or misrepresentation on the part of ReBIT and/or any of its officers, employees.

8 Annexures

8.1 Annexure A: Submission Checklist

Submission Checklist for Technical Bid

The Bidder must ensure that the following have been submitted as a part of the RFP submission process.

Failure to provide any of the documents as detailed below could lead to the disqualification of the Bidder from the bid.

The following documents/items need to be submitted:

Items	Submitted (Bidder)	Verified (REBIT)
Annexure - B Proposal Submission Covering Letter	<input type="checkbox"/>	<input type="checkbox"/>
Power of Attorney/ Board Resolution authorizing Bidder's employee to become the authorised signatory	<input type="checkbox"/>	<input type="checkbox"/>
Annexure - C Technical Bid Form	<input type="checkbox"/>	<input type="checkbox"/>
Annexure - D Confirmation to Deliver	<input type="checkbox"/>	<input type="checkbox"/>
Annexure - E Confirmation of Terms and Conditions	<input type="checkbox"/>	<input type="checkbox"/>
Annexure - G Bidder Undertaking	<input type="checkbox"/>	<input type="checkbox"/>
Annexure - H Confidentiality and Non-Disclosure Agreement Undertaking	<input type="checkbox"/>	<input type="checkbox"/>
Annexure - I Self-Declaration for Relatives in REBIT	<input type="checkbox"/>	<input type="checkbox"/>
Annexure - J Self-Declaration to comply with Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013	<input type="checkbox"/>	<input type="checkbox"/>
Technical Bid	<input type="checkbox"/>	<input type="checkbox"/>

Items	Submitted (Bidder)	Verified (REBIT)
Annexure - K Minimum Eligibility Criteria	<input type="checkbox"/>	<input type="checkbox"/>
Experience Details	<input type="checkbox"/>	<input type="checkbox"/>
Bidder to include Executive Summary along with Corporate profile, proposed account management and Support details, Escalation Matrix, response and resolution turnaround time matrix, MIS and Reports mechanism etc.	<input type="checkbox"/>	<input type="checkbox"/>

Submission Checklist for Commercial Bid

The following documents need to be provided by the Bidder for the Commercial

Commercial Bid Documents	Submitted (Bidder)	Verified (ReBIT)
Annexure L: Compliance Certificate Commercial Bid Form	<input type="checkbox"/>	<input type="checkbox"/>
Annexure M Commercial Bid	<input type="checkbox"/>	<input type="checkbox"/>

8.2 Annexure B: Proposal Submission Covering Letter

[Insert: Location, Date]

To: [insert: Name and Address of REBIT contact]

Madam/Dear Sir:

We, the undersigned, hereby offer to provide Group Health Insurance in accordance with your Request for Proposal dated *5 July 2021* and our Proposal. We are hereby submitting our Proposal, which includes the Technical Proposal and Financial Proposal.

We hereby declare that all the information and statements made in this Proposal are true and we accept that any misinterpretation contained in it may lead to our disqualification.

We confirm that we have read, understood and hereby accept the Terms of Reference describing the duties and responsibilities required of us in this RFP, and the stated Terms and Conditions.

We agree to abide by this Proposal for *1 year*.

We undertake, if our Proposal is accepted, to start the services not later than 22 August 2021.

We fully understand and recognize that ReBIT is not bound to accept this proposal, that we shall bear all costs associated with its preparation and submission, and that ReBIT will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the evaluation.

We remain,

Yours sincerely,

Authorised Signature [In full and initials]:

Name and Title of Signatory:

Name of Company:

Contact Details:

[Please mark this letter with your company seal]

8.3 Annexure C: Technical Bid Form

[The Bidder shall fill in this Form in accordance with the instructions indicated below. No alterations to its format shall be permitted and no substitutions shall be accepted.]

Date: [insert date (as day, month and year) of Proposal Submission]

1. Bidder's Legal Name <i>[insert Bidder's legal name]</i>
2. Bidder's Country of Registration: <i>[insert Country of registration]</i>
3. Bidder's Year of Registration: <i>[insert Bidder's year of registration]</i>
4. Bidder's Legal Address in Country of Registration: <i>[insert Bidder's legal address in country of registration]</i>
5. Bidder's Authorised Representative Information Name: <i>[insert Authorised Representative's name]</i> Address: <i>[insert Authorised Representative's Address]</i> Telephone/Fax numbers: <i>[insert Authorised Representative's telephone/fax numbers]</i> Email Address: <i>[insert Authorised Representative's email address]</i>
6. Attached are certified copies of original documents of firm/ company named in 1: <ul style="list-style-type: none">○ Document evidencing the person(s) duly authorised to commit the Bidder or a Power of Attorney○ Certificate from Chartered Accountant evidencing positive Net Worth of the Bidder.○ Certificate of Registration of the business.

Detailed proposals on various aspects of Technical Bid

8.4 Annexure D: Confirmation to Deliver

(On letterhead of the Bidder)

To,

The Chief Executive Officer
Reserve Bank Information Technology Pvt Ltd. (ReBIT),
502, Building No 1, MindSpace Juinagar,
Nerul, Navi Mumbai – 400706

Dear Sir,

Re: RFP dated 5 July 2021 for the Group Health Insurance policy for ReBIT

- 1 Having examined the Bid Documents including Annexes, the receipt of which is hereby duly acknowledged, we, the undersigned, offer to supply, deliver, implement and commission ALL the items mentioned in the 'Request for Proposal' and the other schedules of requirements and services for your ReBIT in conformity with the said Bid Documents in accordance with the schedule of Prices indicated in the Price Bid and made part of this Bid.
- 2 If our Bid is accepted, we undertake to comply with the delivery schedule as mentioned in the Bid Document.

We attach hereto the Bid Response as required by the Bid document, which constitutes my/our bid.

We undertake, if our Bid is accepted, to adhere to the implementation plan put forward in our Bid Response or such adjusted plan as may subsequently be mutually agreed between us and the ReBIT or its appointed representatives.

- 3 We agree to abide by this Bid Offer for 180 days from the last day of bid submission and our Offer shall remain binding on us and may be accepted by REBIT any time before expiry of the offer.
- 4 This Bid, together with your written acceptance thereof and your notification of award, shall constitute a binding Contract between us.

We agree that you are not bound to accept the lowest or any Bid Response you may receive. We also agree that you reserve the right in absolute sense to reject all or any of the goods /products specified in the Bid Response without assigning any reason whatsoever.

It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company /firm/organization and empowered to sign this document as well as such other documents which may be required in this connection.

- 5 We undertake that in competing for and if the award is made to us, in executing the subject Contract, we will strictly observe the laws against fraud and corruption in force in India namely "Prevention of Corruption Act 1988".
- 6 We certify that we have provided all the information requested by ReBIT in the format requested for. We also understand that ReBIT has the exclusive right to reject this offer in case ReBIT is of the opinion that the required information is not provided or is provided in a different format.

Dated this Day of2021

.....
(Signature) (In the capacity of)

Duly authorised to sign the Bid Response for and on behalf of:

.....
.....
(Name and address of Bidding Company)

Seal/Stamp of Bidder

Witness name:

.....

Witness address:

.....

.....

Witness signature:

.....

8.5 Annexure E: Confirmation of Terms and Conditions

(On letterhead of the Bidder)

To

The Chief Executive Officer
Reserve Bank Information Technology Pvt Ltd. (ReBIT),
502, Building No 1, MindSpace Juinagar,
Nerul, Navi Mumbai - 400706

Dear Sir,

Sub: Request for Proposal for Group Health Insurance for all employees of ReBIT and their family members (as per requirements)

Further to our proposal dated _____, in response to the Request for Proposal for Group Health Insurance for all employees of ReBIT and their family members (hereinafter referred to as "RFP") issued by ReBIT. we hereby covenant, warrant and confirm as follows:

We hereby agree to comply with all the terms and conditions / stipulations as contained in the RFP and the related addendums, other documents and if required including the changes made to the original bid documents issued by ReBIT, provided that the only list of deviations has been furnished by us in the relevant Annex. These deviations are expressly accepted by REBIT and communicated to us in writing, shall form a valid and binding part of the aforesaid RFP document. REBIT is not bound by any other extraneous matters or deviations, even if mentioned by us elsewhere either in our proposal or any subsequent deviations sought by us, whether orally or in writing, and REBIT's decision not to accept any such extraneous conditions and deviations will be final and binding on us.

Yours faithfully,

Authorised Signatory

Designation

Bidder's corporate name

Annexure G: Bidder Undertaking

(On letterhead of the Bidder's Organisation)

Date:

From:

To

The Chief Executive Officer
Reserve Bank Information Technology Pvt Ltd. (ReBIT),
502, Building No 1, MindSpace Juinagar,
Nerul, Navi Mumbai - 400706

Dear Sir,

We, the undersigned, as Bidder, having examined the complete RFP document (along with its annexes), do hereby offer to provide Group Health Insurance policy in full conformity of your requirements as elaborated in above said RFP for the amounts mentioned by us in the Commercial Bid or such other sums as may be agreed to between us.

We hereby agree to all the terms and conditions stipulated in the RFP except for the variations and deviations of requirements as mentioned by us in the Compliance Statement, submitted along with our Technical Proposal.

We agree to abide by our Offer for a period of **6 months** from the date of last day of Bid submission and it shall remain binding on us for acceptance at any time before the expiration of this period.

We understand that you are not bound to accept the lowest or any bid you may receive.

We undertake, if our Bid is accepted, to provide Performance Bank Guarantee as per the prescribed format within the timescales stipulated in the RFP.

We undertake as a part of this contract for successful provision of the Group Health Insurance policy.

Yours faithfully,

(Authorised Signatory)

In the capacity of _____

Duly authorised to sign the Bid for and on behalf of _____

8.6 Annexure H: Confidentiality and Non-Disclosure Agreement Undertaking

(Letterhead of the Bidder)

Strictly Private and Confidential

The Chief Executive Officer
Reserve Bank Information Technology Pvt Ltd. (ReBIT),
502, Building No 1, MindSpace Juinagar,
Nerul, Navi Mumbai - 400706

[Date]

[Salutation]

Confidentiality Undertaking

We acknowledge that during bidding for Request for Proposal (RFP) floated for Group Health Insurance policy for ReBIT, we shall have access to and be entrusted with Confidential Information. In this letter, the phrase "Confidential Information" shall mean any information (whether of a commercial, technical, scientific, operational, administrative, financial, marketing, business, or intellectual property nature or otherwise), whether oral or written, relating to REBIT and its business that is provided to us at any time before, during or after the purchase of Group Health Insurance policy.

In consideration of you making Confidential Information available to us, we agree to the terms set out below:

1. We shall treat all Confidential Information as strictly private and confidential and take all steps necessary (including but not limited to those required by this Agreement) to preserve such confidentiality.
2. We shall use the Confidential Information solely for the preparation of our response to the RFP and not for any other purpose.
3. We shall not disclose any Confidential Information to any other person other than as permitted by item 5 below.
4. We shall not disclose or divulge any of the Confidential Information to any other client of [name of product vendor / implementation partner].
5. This undertaking shall not prohibit disclosure of Confidential Information:
 - To our partners/ directors and employees who need to know such Confidential

Information to assist with the bidding for RFP floated for Group Health Insurance policy for ReBIT, with your prior written consent;

- To the extent that such disclosure is required by law, in which case we undertake to duly notify you;
 - To the extent that such disclosure is required by any rule or requirement of any regulatory authority with which we are bound to comply, in which case we undertake to duly notify you; and
6. Upon your request we shall arrange delivery to you of all Confidential Information, and copies thereof, that is in documentary or other tangible form, except:
- For the purpose of a disclosure permitted by item 5 above, subject to your prior written consent; and
 - To the extent that we reasonably require to retain sufficient documentation that is necessary to support any advice, reports, or opinions that we may provide subject to your prior written consent.
7. This undertaking shall not apply to Confidential Information that:
- Is in the public domain at the time it is acquired by us;
 - Enters the public domain subsequent to our acquisition, otherwise than as a result of unauthorised disclosure by us; and
 - Is independently developed by us.
8. We warrant that we are acting as principal in this matter and not as agent or broker for any person;

Yours sincerely

Signature and Stamp of Company

[Authorised Signatory (same as signing the proposal) – Implementation Partner]

Name:

Position:

Date:

We have read this Agreement fully and confirm our agreement with its terms.

8.7 Annexure I: Self Declaration Relatives in ReBIT

(On letterhead of the Bidder)

We certify that below mentioned are the complete details of relatives of our employees working at ReBIT

Sr. No.	Relationship with the employee (Mother/Father/Sister/Brother/Etc.)	Name of Relative	Designation	Department

8.8 Annexure J: Self Declaration Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013

(On letterhead of the Bidder)

Strictly Private and Confidential

The Chief Executive Officer
Reserve Bank Information Technology Pvt Ltd. (ReBIT),
502, Building No 1, MindSpace Juinagar,
Nerul, Navi Mumbai – 400706

[Date]

[Salutation]

Sub: Request for Proposal for Group Health Insurance policy for ReBIT.

Further to our proposal dated ___ July 2021, in response to the Request for Proposal for Group Health Insurance policy (hereinafter referred to as “RFP”) issued by Reserve Bank information technology Pvt Ltd (hereinafter referred to as “REBIT”) we hereby covenant, warrant and confirm as follows:

1. Full compliance with the provisions of the “the sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013”. In case of any complaint of sexual harassment against any of our employee within the premises of the ReBIT, the complaint will be filed before the Internal Complaints Committee constituted by the Bidder and the Bidder shall ensure appropriate action under said Act in respect to the complaint.
2. Any complaint of sexual harassment from any aggrieved employee of the Bidder against employee of the ReBIT shall be taken cognizance of by the Regional Complaints Committee constituted by the ReBIT.
3. The Bidder shall be responsible for any monetary compensation that may need to be paid in case the incident involves the employees of the Bidder, for instance any monetary relief to ReBIT’s employee, if sexual violence by the employee of the Bidder is proved.
4. The Bidder shall be responsible for educating its employees about prevention of sexual harassment at workplace and related issues.

5. The Bidder shall provide a complete and updated list of its employees who are deployed within the ReBIT's premises.

Yours faithfully,

Authorised Signatory

Designation

Bidder's corporate name

8.9 Annexure K: Minimum Eligibility Criteria

(On Bidders Organisation's Letterhead)

The Bidder may note that the below criteria is of critical importance and non-adherence of the Bidders proposed solution to any would lead to disqualification from further bidding process

Sr. NO	REQUIREMENTS	YES / NO	List of Documents Submitted
1	The Prime Bidder should be an Insurance provider registered under the Insurance Regulatory and Development Authority.		
2	The Bidder should have a average turnover of 10,000 Crore in the last three (3) financial years, i.e. 2018- 19, 2019- 20 and 2020 - 21 (or Calendar year 2016, 2017 and 2018)		
3	The Bidder(s) should not be currently blacklisted by IRDAI (Self declaration)		
4	The Bidder is agreeable and capable for providing insurance for a minimum of 1 year after award of contract.		

Authorized Signature

8.10 Annexure L: Compliance Certificate Commercial Bid Form

Date: _____

To,

The Chief Executive Officer
Reserve Bank Information Technology Pvt Ltd. (ReBIT),
502, Building No 1, MindSpace Juinagar,

Nerul, Navi Mumbai – 400706

Dear Sir,

Subject: Tender dated _____ COMMERCIAL BID for the Group Health Insurance of all employees of ReBIT

Having examined the Tender Document, we, the undersigned, offer to supply, deliver, implement and commission ALL the items mentioned in the ‘Request for Proposal’ and the other schedules of requirements and services for your ReBIT in conformity with the said Tender Documents for a total bid price of: _____

Indian Rupees in words and figures.

We attach hereto the Tender Commercial Response as required by the Tender document, which constitutes our bid.

We undertake, if our Tender is accepted, to adhere to the implementation plan put forward in our Tender Response or such adjusted plan as may subsequently be mutually agreed between us and the ReBIT or its appointed representatives.

If our Tender Response is accepted, we will obtain a performance Bank guarantee in the format given in the Tender Document, issued by a scheduled commercial ReBIT in India, for a sum equivalent to 10% of the contract sum for the due performance Bank Guarantee of the contract.

We agree to abide by this Tender Response for a period of 180 days from the last day of bid submission and it shall remain binding upon us, until within this period a formal contract is prepared and executed, this Tender Response, together with your written acceptance thereof in your notification of award, shall constitute a binding contract between us and will initiate the formation of a separate contract in respect of maintenance and support services after expiry of the warranty period.

We agree that you are not bound to accept the lowest or any Tender Response you may

receive. We also agree that you reserve the right in absolute sense to reject all or any of the goods/products specified in the Tender Response without assigning any reason whatsoever.

It is hereby confirmed that I/We are entitled to act on behalf of our corporation/company /firm/organization and empowered to sign this document as well as such other documents which may be required in this connection.

We undertake that in competing for and if the award is made to us, in executing the subject Contract, we will strictly observe the laws against fraud and corruption in force in India including the "Prevention of Corruption Act 1988".

Dated this ____ Day of _____ 20XX

.....

In the capacity of

Duly authorised to sign the Tender Response for and on behalf of:

Seal/Stamp of Tenderer

Witness name:

Witness address:

Witness signature:

8.11 Annexure M: Commercial Bid Format

The Financial Proposal must provide a cost breakdown. Provide separate figures for each functional grouping or category. The format shown below is suggested for use as a guide in preparing the Financial Proposal.

(On letterhead of the Bidder)

Sr No	Details	Qty	Unit Rate in ₹	Amount in ₹	Applicable Taxes
A	Premium Cost (A)				
	1. Premium chargeable per employee / member for 1 year during the policy period		₹ XXX		
	2. Number of employees as on June 30 2021	325			
	3. Number of family members	893			
	Total premium payable (1218 x ₹ XXX)			₹ YYY	
	Sub Total (A)			-----	
B	Cost of health check-up (for the tests listed in RFP) for one employee and one parent / spouse (B) for 1 year during the policy period		₹ ZZZ		
	Number of employees as on June 30 2021	325			
	Subtotal (B) of health check for year 1 (325 x ₹ ZZZ)			-----	
1	TOTAL COST OWNERSHIP INCURRED BY REBIT (C) = (A) + (B)				
2	Taxes				
3	Grand Total (TCO + Taxes)				

Total Cost of Ownership in Figures & Words (inclusive of Taxes)

The fees payable by REBIT to Bidder shall be inclusive of all costs such as insurance, taxes (GST, as per the rates applicable), custom duties, levies, cess, transportation, installation, (collectively referred to as "Taxes") that may be levied, imposed, charged or incurred and REBIT shall pay the fees due under this RFP and subsequent agreement after deducting any tax deductible at source ("TDS"), as applicable and GST-TDS (as mentioned in the payment terms). Any variation in Government levies/ GST/ VAT/ cess/ excise/ custom duty

etc. which has been included as part of the price will be borne by the Bidder.

Authorised Signature

Annexure N: Bidders Queries Pro-forma

Contact Details	
Name of Organization submitting request (Enter Full Legal Entity name)	:
Full formal address of the organization	:
Tel	:
Fax	:
Email	:
Name & position of person submitting request	
Name	:
Position	:

#	RFP Page No	RFP Clause no.	Existing Clause of the RFP	Bidder's Query /Suggestion

8.12 Annexure O: Instructions for Online Bid Submission

The bidders are required to submit soft copies of their bids electronically on the CPP Portal, using valid Digital Signature Certificates. The instructions given below are meant to assist the bidders in registering on the CPP Portal, prepare their bids in accordance with the requirements and submitting their bids online on the CPP Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://eprocure.gov.in/eprocure/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online bidder Enrollment" on the CPP Portal which is free of charge.
- 2) As part of the enrolment process, the bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the bidders will be required to register their valid Digital Signature Certificate (Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the bidders are responsible to ensure that they do not lend their DSC's to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the bidders may combine a number of search parameters such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective 'My Tenders' folder. This would enable the CPP Portal to intimate the bidders through SMS / email in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of covers in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.

3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.

4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

Note: My Documents space is only a repository given to the Bidders to ease the uploading process. If Bidder has uploaded his Documents in My Documents space, this does not automatically ensure these Documents being part of Technical Bid.

SUBMISSION OF BIDS

1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.

2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.

3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.

4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.

5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.

6) The server time (which is displayed on the bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the bidders, opening of bids etc. The bidders should follow this time during bid submission.

7) All the documents being submitted by the bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyers/bid opener’s public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid openers.

8) The uploaded tender documents become readable only after the tender opening by the authorized bid openers.

9) Upon the successful and timely submission of bids (i.e. after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.

10) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.

2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.