

**CENTRAL UNIVERSITY OF JHARKHAND
CHERI-MANATU, RANCHI – 835 222**



**EOI No. CUJ/GA/Std.Ins./20/2021/252, Date:3rd August,
2021**

**Expression of Interest (Eoi) for
INTRODUCTION AND IMPLEMENTATION OF CUJ STUDENT'S
INSURANCE SCHEME FOR ALL STUDENTS OF CENTRAL
UNIVERSITY OF JHARKHAND (CUJ), RANCHI.**

I. NOTICE INVITING EXPRESSION OF INTEREST

Sealed Expressions of Interest (Eol) in conformity with detailed Eol notice are invited from reputed Insurance Companies/ Firms/ Insurer having valid Registration Certificate, including registration with the Insurance Regulatory & Development Authority (IRDA) for **Introduction and Implementation of CUJ Student Insurance scheme for nearly 2500 Students of CUJ**. The Hard copy of the Annexure in the last part of this Eol notice may be downloaded, filled-up and invariably attached along with the Eol document to be submitted by the Insurer(s). Eols without these Annexure will be summarily rejected.

The filled up Eols can be submitted **within four (04) weeks** of issue of this Eol.

II. ABOUT THE UNIVERSITY

The Central University of Jharkhand (CUJ) is an autonomous body established by an Act of Parliament (Act No. 25 of 2009), and is fully funded by the Government of India. The Central University of Jharkhand, Ranchi – one of the fast growing Central Government's Educational Institution, is committed to capacity building and offering outstanding academic and research opportunities.

III. NAME OF THE WORK / SERVICES

1. For providing Student's Insurance Scheme as per details of insurance scheme enumerated below:

Note:- This scheme will cover 2500 (approx.) students of CUJ. The number of students may be increased / decreased as per the discretion of the University, from time to time.

2. Details of Students Insurance Scheme

- a. The following features are required as part of the Student's Insurance Scheme.
 - i. Rs. 3.0 lakh and cost of study (total fees and mess charges for the balance period on actual basis i.e, Rs. 1,00,000/- per semester approx.) in the event of accidental death / Permanent disability / loss of two eyes/two limbs of paying parent/guardian to the students.
 - ii. Rs. 2.0 lakh for the family of the student in case of his/her accident or incapacitation/permanent disability.
 - iii. Cashless medical coverage: Rs 1,00,000/- as medical expenses per annum for students (Indoor treatment, any type of accidental

treatment/test required followed by/following hospitalization). Cashless hospitalization facility in all the leading hospitals in around Ranchi, Bokaro, Dhanbad, Jamshedpur, Hazaribag should be empanelled with insurer for providing medical facilities to the students as per the terms of this agreement. All type of diseases including Eye, Ear, and Pre-existing Disease shall be covered. In exceptional cases where cashless facilities could not be availed by the students, reimbursement up to 1,00,000/- for hospitalization/nursing home in the country. Coverage upto Rs 4.0 lakh per annum in emergency and exceptional cases.

- iv. 3% students shall be covered by OPD treatment for an amount of Rs. 10,000/- each.
 - v. Ambulance Charges are covered upto Rs 3,000/- per claim.
 - vi. Room rent upper limit is Rs. 3,000/- per day for normal hospitalization and Rs 6,000/- per day for ICU/ICCU treatment.
- b.** The representative of the insurance company must visit the office of Central University of Jharkhand, Ranchi at least once in a month for collecting the insurance claims (in case, where student was unable to avail cashless facilities) submitted by the insured students/research scholars.
- c.** The insurance company must ensure to settle the claim within one month of submission of claim by the student.
- d.** Period of insurance coverage:
- i. The admission of new entrants (first year) will be in month of July or August.
 - ii. The insurance scheme will cover the period from 01.07.2021 to 31.06.2022. (for the purpose of insurance coverage of 2021-22)- (12 months).
 - iii. Actual payment will be done on the actual number of students registered after late registration.
 - iv. All students will be deemed to be covered from the date of registration in the Academic Calendar.
- e.** Premium should be payable on yearly basis for the Students Insurance Scheme shall be quoted per students in view of the above details of Students Insurance Scheme and the payment of premium to the insurance company shall be made on the basis of the actual number of students insured under the policy.

Note:- In case of any deficiency in the service as per this proposal, it must be clearly mentioned in the EoI to avoid any problem in future.

***Additionally, the Insurer can also submit any other similar**

insurance plans as per standard plan of insurance agencies.

Note:-

- (a) The premium may be provided as per the details of students Insurance Scheme placed at **Annexure – III**.
- (b) **Course duration** of UG program is **3 year**.
- (c) **Course duration** of PG program is **2 year**.
- (d) **Course duration** of Ph.D program is **5 year**.
- (e) Details/ particulars with program/course of the students are attached at **Appendix** for your reference.

IV. INSTRUCTIONS TO THE INSURER

The Insurer may assess about the nature and quantum of work & also study the Students Insurance Scheme applicable to other Central University/Institute

V. GENERAL TERMS & CONDITIONS

1. Invitation for Expression of Interest (EoI):

This document has detailed terms and conditions for inviting EoI form eligible Insurer. The interested Insurers are requested to submit their Expression of Interest to the provided address.

2. Basic Qualification Criteria:

The Insurer has to submit their Expression of Interest along with qualification documents as per the basic qualification criteria defined in this document. University shall assess the ability of the Insurer to render the requisite services based on the Insurer's profile, ratings and on such other criteria as fixed by CUJ.

3. Technical Presentation:

The Insurers, who are qualified in the basic qualification process, may be called for a presentation about their experience & proposed plan towards the EoI. During presentation, Insurer should provide adequate evidences towards their claim & proposed plan. The Committee will evaluate the Insurer' experience and other relevant details, during technical presentation for determining the suitability of the insurer as per requirement of the CUJ.

4. The Scheme to be provided by the insurer should be routed through a TPA (Third Party Administration). Insurance company shall engage a TPA for the Student's Insurance Scheme.

5. Insurer shall make available all statistics as required by the University.

6. A number of reports including the claims of individuals and the details

of the settlement are to be furnished to the University on **monthly** basis or as required by the University.

7. Final scope of work and Terms & Conditions of the contract shall be made after going through the responses. However, it may be noted that the decision of the Central University of Jharkhand shall be final while addressing the issues raised by respondents, in response to this document.
8. The Central University of Jharkhand reserves the right to summarily reject any or all of the offers received in response to this Expression of Interest without assigning any reason thereof.

VI. ELIGIBILITY CRITERIA

1. The Insurance Company Agency must have been registered with IRDA.
2. The Insurance Company shall have at least ten (10) years' experience in providing such Insurance Schemes.
3. The Insurance Company should have adequate experience for providing such Insurance services to University / Institute / College during the preceding five years. A list of clients in proof of the above along with Certificates of satisfactory performance issued by the competent authority of such establishments and from such clients may be invariably furnished along with the EoI.
4. The Company should have the Registered/ Branch Office at **Ranchi/ Jharkhand**.
5. The Company/ Agency should furnish self attested copies of following documents:-
 - (a) Copy of Registration issued by IRDA / Certificate containing date of inception on the letter head of IRDA.
 - (b) List of University / Institute / College for which such Student Insurance Scheme has been provided during the last five years as per the format in **Annexure –II**.
 - (c) Claim Settlement Ratio and amount during last five year.
 - (d) Details for procedure for entry, exit and claim for students of University etc.
 - (e) Key feature of the insurance scheme provided by the insurer.

VII. EoI SUBMISSION:

1. The EoI containing the proposal along with requisite documents related

with Basic Qualification criteria should be submitted in sealed cover duly super scribed with **"Expression of Interest (Eol) for Introduction and Implementation of Student Insurance Scheme for all Students of CUJ"** to the below mentioned address **within four (04) weeks**. The Eol can be submitted in person or through post/ courier/ e-mail to following address -

To,

The Registrar
Central University of Jharkhand,
Vill.- Cheri-Manatu, P.O. –
Kamre,
P.S. – Kanke, Ranchi – 835 222
E-mail – registrar@cuja.ac.in
Contact No.- +91-9304953705 (P.S. to Registrar)

2. Insurer is required to sign each page of the Eol documents. unsigned, conditional and/or incomplete bids otherwise considered defective may be rejected.
3. The Competent Authority reserves the right to reject any or all the Eols without assigning any reasons thereof.

VIII. RIGHTS TO ACCEPT OR REJECT Eols:

1. The Eol is liable to be rejected inter-alia: -
 - (a) If it is not in conformity with the instructions mentioned in the Eol document.
 - (b) If it is not properly signed by the Insurer.
 - (c) If it is not accompanied with proper documents.
2. This office reserves the right to: -
 - (a) Accept / Reject any of the Eols in full or part thereof.
 - (b) Revise the requirement at any time or at the time of placing the order.
 - (c) Add, modify, relax or waive any or all of the conditions stipulated in the Eol specifications wherever deemed necessary.
 - (d) Reject any or all the Eols in part or full without assigning any reasons thereof.

IX. SPECIFIC TERMS AND CONDITIONS

1. The Student Insurance Scheme should be similar to other University / Institute / College Student's Insurance Scheme.
2. The Student Insurance Scheme cover should be available at a very low premium per student per annum.

3. All the Students of CUJ irrespective of age group should be eligible to join the scheme. At present the **UG course duration is 3 year, PG course duration is 02 year and for Ph.D 05 year.**
4. The Scheme should have provisions for new entrants in admission/registration to get coverage.
5. A suitable annually premium shall be charged.
6. There may be provision for additional accidental benefit under the scheme.
7. The effective date from which a student become a member of scheme will take place of 1st of ensuing month.
8. The Successful Company / Firm shall at its own cost comply with the provision of orders and notifications issued by IRDA and government from time to time.
9. The successful Insurer/ Company should ensure that claims on account of death are disposed of, on **Top Priority** and latest within 01 week of receipt of information from CUJ Administration regarding any Student(s) case(s).
10. All payments shall be done by ECS mode to the Students or his nominated family member under intimation to Administration and Accounts Section of CUJ.
11. In case of any unsatisfactory service, suitable penalties as decided by the Competent Authority shall be levied after issuing notice. The decision of CUJ in this regard shall be final and binding on the Insurer.
12. The company shall be deemed to have full knowledge of the insurance requirements of the Students of CUJ. The agency shall be responsible for arranging and providing necessary Insurance Claim for the account of each Student.
13. Submission of this application implies that the company/ firm has read this notice & all the documents and has made themselves aware of the scope & specifications of the work to be done, local conditions and other factors having a bearing on the execution of the work.
14. The requirement given in the scope of work is only indicative, CUJ reserves the right, either to increase or decrease it, as per requirement. The decision of CUJ in this regard shall be final and binding on the Insurer.

X. CIVIL SUIT JURISDICTION

All legal proceedings in connection with this Contract shall be subject to the territorial jurisdiction of the Hon'ble High Court of Jharkhand at Ranchi only.



Registrar

Central university of Jharkhand, Ranchi

REGISTRAR

झारखण्ड केन्द्रीय विश्वविद्यालय, राँची
Central University of Jharkhand, Ranchi

ANNEXURE-I

(on company's letter head)

INSURER PROFILE

S.N.	Particulars	To be filled in by the Insurer
1.	Name of the Agency/ insurer	
2.	Date of incorporation /establishment of the company/ firm	
3.	Registered Office address of the Company/ firm with Office Telephone Number, Email ID, Fax Number	
4.	Name of the Contact person with Telephone Number, Email ID, Fax Number	
5.	Address of the branch office at Ranchi/ Jharkhand	
6.	Details of Registration with IRDA	
7.	Attach the detailed terms and conditions of Student Insurance Provided by Insurer	
8.	Claim Settlement Ratio during last Five Year	
9.	Claim Settlement Amount during last Five years	
10.	Details for procedure for entry, exit and claim for Students of University (Enclose separate sheet	
11.	Key features of the insurance scheme provided by the insurer (Enclosed separate sheet)	

Note:- Insurers are requested to provide documentary proof in respect of the information furnished above.

Signature of the Authorized Representative

Company Stamp

Annexure-II

**LIST OF University / Institute / College FOR WHICH SUCH GROUP
INSURANCE SCHEME HAS BEEN PROVIDED DURING THE LAST FIVE
YEARS**

S. No.	Name and Address of the Client (also indicate whether Government / Semi-Government / Autonomous Body/ Private Body)	Amount Insured / Details of Scheme provided	No. of Students insure covered	Remarks, if any

Note: Insurers are requested to provide documentary proof in respect of the information furnished above.

Signature of the Authorized Representative

Company Stamp

ANNEXURE-III

(on company's letter head)

QUOTATION / DETAILS OF AMOUNT OF COVERAGE AND PREMIUM

The agency shall submit proposal* and quotes for term insurance having following categories and scheme of sum insured:-

Sl. No.	Scheme details	Sum Assured required	Insurance Cover upto (Course duration)	Average Age	Premium Amount
01	In case of Accidental Death/permanent disability	3 Lakh	(i) UG- 3 yr	19 Yr.	
			(ii) PG-2 yr.	23 Yr.	
	Cashless Medical Coverage / Medical reimbursement per student per annum	1 Lakh	(iii) Ph.D- 5yr. or completion of course.	26 Yr.	
	Medical reimbursement in exceptional case	4 Lakh			
	OPD treatment for 3% students	10,000/-			
	Ambulance Charge per claim	3,000/-			
	Room rent per day	3,000/- Normal 6,000/- ICU			

***Additionally, the Insurer can also submit any other similar insurance plans as per standard plan of insurance agencies.**

Premium per Lakh per slab (for any increase or decrease of insurance cover) may also be provided additionally, as applicable.

Note:-

- (a) The Premium may be provided as per the details of students attached.
- (b) Course duration of UG Program is 3 year.
- (c) Course duration of PG Program is 2 year.
- (d) Course duration of PHD Program is 5 year.
- (e) Details/ particulars with program/course of the students are attached at **Appendix** for your reference.

Signature of the Authorized Representative

Company Stamp

Appendix

Details with program/course of all students of CUJ

Sl. No.	Program	Course Duration	No. of Students	Average Age	Min. and Max age variants	Remarks
01	UG	3 Year	36	19 yr.	Min 17 yr. Max 22 yr.	
02	PG	2 Year	1314	23.5 yr.	Min 19 yr. Max 42 yr.	
03	Ph.D	5 Year	358	26.7 yr.	Min 23 yr. Max 46 yr.	
04	Integrated PG	5 Year	475	23 yr.	Min 17 yr. Max 22 yr.	
Total			2183			