HLFPPT/MEDICLAIM/13-14 01st October, 2013

**REQUEST FOR PROPOSAL**

Hindustan Latex Family Planning Promotion Trust

Trust Promoted by HLL Lifecare Ltd.

**Title of Request for Proposal: Renewal of Group Personal Accident Insurance Policy**

**Organization Introduction:**

Hindustan Latex Family Planning Promotion Trust (HLFPPT) is a leading development sector organization that continues to integrate and expand its contribution towards achievement of national health and population. HLFPPT has been engaged in providing consulting services on health issues and has been working with the Government of India, several state governments, national & international donors in implementing programmes in RCH and HIV prevention and care and support.

**Background:**

We have taken Group Personal Accident Insurance policy since 04-11-2004 for extending personal accident death/disablement benefit to our employees for a sum insured of Rs.2,00,000/- per employee per year. The period of existing policy is from 04-11-2012 to 03-11-2013 and we would like to continue the said policy without break for further period of one year from 04-11-2013 to 03.11.2014.

**Quotation Slip for Group Personal Accident Insurance Policy**

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| 1 | Insured | Hindustan Latex Family Planning Promotion Trust |
| 2 | Address | B-14A, Second Floor, Sector-62, Noida - 201301, Uttar Pradesh. |
| 3 | Period | 04.11.2013 to 03.11.2014 |
| 4 | Policy | Group Personal Accident Insurance |
| 5 | Sum Insured | Rs. 2,00,000 (Rupees Two Lakh only) |
| 6 | No. of eligible members for coverage | 286 |
| 7 | Accidental Death Claim (in past 3 years) | Nil  |
| 8 | Risks Covered | Accidental Death |
| Permanent Total Disability |
| Permanent Partial Disability |
| Temporary Total Disability (Weekly benefit of 1% of sum insured or Rs. 5,000/- whichever is lower for 104 weeks) |
| Special Peril = Accidental Medical Expenses – 10% of sum insured or 40% of admissible claim whichever is lower |
| 9 | Claim settlement procedure | The insurance company shall be liable to settle the claim within 15 days after submission of documents and in case of the delay reasons has to be informed to HLFPPT. If reasons are not found justified then the Insurance Company shall be liable to pay interest as per IRDA notification.Delay in submission of claim should not be the reason for repudiation of claim. |

**Submission of Bid**

Interested agencies registered under IRDA of India may send sealed quotations to Mr. Biswanath Padhy, National Manager - Finance at B-14A, Second Floor, Sector-62, Noida - 201307, Uttar Pradesh giving premium for covering 286 members for a sum of Rs.2,00,000/- per member including premium for covering the above risks, conditions as per quotation slip latest by **28-10-2013 up to 15.00 hrs**. Quotations shall be sent in sealed envelopes super-scribing thereon subject line “**Quotation for Group Personal Accident Insurance** **renewal due on 04-11-2013**”.

**General terms & Conditions**

•The quotations received after the time prescribed for submission are liable to be rejected.

•Insurance company should ensure that the quoted prices are strictly as per terms and conditions of quotation slip.

•Shortlisted agencies on the basis of lowest financial bid will be invited for further discussion.

For any clarification or query, please contact Mr. Shoumen Paul, Manager Human Resources, T: 0120-4673673, M: 9560411288, E-mail: spaul@hlfppt.org