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ಕೆನರಾ ಬ್ಯಾಂಕ್ ಪ್ರವರ್ತಿಸಿ ಸರ್ಕಾರಿ ಸ್ವಾಮ್ಯದ ಶಿಷ್ಯತ್ವ ಬ್ಯಾಂಕ್

**Karnataka Vikas Grameena Bank**

A Scheduled Bank Owned by Government- Sponsored by Canara Bank

ಪ್ರಧಾನ ಕಛೇರಿ : ಧಾರವಾಡ

Head Office : Dharwad

**RFP- GROUP MEDICLAIM INSURANCE POLICY (GMC) FOR EXISTING STAFF MEMBERS OF KARNATAKA VIKAS GRAMEENA BANK**

**1. OVERVIEW:**

Karnataka Vikas Grameena Bank, a Scheduled Govt. Bank, sponsored by Canara Bank intends to continue the coverage of its existing staff members under Medical insurance Scheme as detailed in schedule IV of 10<sup>th</sup> bipartite settlement between IBA and Employees Union of PSBs. Hence this RFP is floated.

**2. RFP Terminology**

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

- i. Bidder– An eligible entity/firm submitting a Proposal/Bid in response to this RFP
- ii. Insurance Company – Selected Bidder under this RFP.
- iii. Bank/ Purchaser/ KVGB - Reference to the “Bank”/ “Purchaser”/ “KVGB” shall be determined in context and may mean without limitation “Karnataka Vikas Grameena Bank” or KVGB
- iv. Bid – the response received in the prescribed format from a bidder in accordance with the RFP
- v. RFP – The Request for Proposal (this document) in its entirety, inclusive of any addenda/modification/ clarification/amendment that may be issued by the Bank.
- vi. “Contract” means the Contract signed by the Parties and all the attached documents and the Appendices, consequent to the completion of the proceedings as per the RFP.
- vii. “Day” means calendar day
- viii. Parties – Party or Parties means the KVGB / Selected Bidder.
- ix. “Personnel” means professionals and support staff provided by the Insurance Company to perform the Services or any part thereof.
- x. “Domestic Personnel” means “such professionals and support staff who at the time of being so provided had their domicile in India.
- xi. “Proposal” means the Technical Proposal and the Financial Proposal.
- xii. “Terms of Reference” (TOR) means the document included in the RFP which explains the scope of work, activities, and tasks to be performed.
- xiii. Project Cost - Project cost would be the total consideration that the Bank has to pay in accordance with the payment schedule to obtain the Group Medicaid Policy (GMC) for staff members as per the terms of RFP/ contract.

**Group Mediclaim Policy for Existing Staff Members of KVGB**

The relevant information that is required for submitting the financial bids is furnished below.

**A) THE BROAD TERMS OF COVERAGE WILL BE:**

Family floater Group Mediclaim Policy for existing staff members of the bank: As detailed in schedule IV of 10<sup>th</sup> bipartite settlement between IBA and Employees’ Union of PSBs.

## **B) POLICY ADMINISTRATION :**

Policy Administration is directly made by Bank without engaging any Insurance brokerage entity for the purpose.

## **3. ELIGIBILITY / INVITATION:**

The RFP will be available on Bank website [www.kvgbank.com](http://www.kvgbank.com). Any corrigendum/ addendum shall also be available on Bank's website. This RFP is not an offer by the Bank, but an invitation to receive responses from the Insurance Bidders. No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed by duly Authorized Official(s) of the Bank with the selected bidder.

## **4. BIDDING DOCUMENT :**

### **i. Content of Bidding Document**

- a) The bidding document provides overview of the requirements, bidding procedures and contract terms. It includes Introduction, Instructions to Bidder, and Terms & Conditions of Contract, Eligibility Criteria, and Financial Bid. The bidder must conduct its own investigation and analysis regarding any information contained in this RFP document, its meaning and impact of that information
- b) The Bidder is expected to examine all instructions, statements, terms and specifications in the bidding document. Failure to furnish all information required by the bidding documents or submission of bid not responsive to the bidding documents in every respect will be at the Bidder's risk and may result in rejection of its bid. Bank has made considerable effort to ensure that accurate information is contained in this RFP and is supplied solely as guideline for Bidders. Furthermore, during the RFP process, Bank has disclosed or will disclose in the RFP and corrigendum/ addenda, available information relevant to the Scope of Work to the extent, detail, and accuracy allowed by prevailing circumstances. Nothing in this RFP or any addenda is intended to relieve Bidders from forming their own opinions and conclusions in respect of the matters addressed in this RFP or any addenda.

### **ii. Clarifications & Amendments**

- a) If deemed necessary, Bank may seek clarifications on any aspect from the bidder. However that would not entitle the bidder to change or cause any change in the substances of the bid already submitted or the price quoted. The bidder may be asked to give presentation for the purpose of clarifications of the bid.
- b) The Bidder requiring any clarifications on the bidding documents may obtain the same by submitting written queries on or before 25.02.2022 to the Bank.

**Contact Person at Bank:**

Mr. K.T.Bhat, Chief Manager,  
KVG Bank,  
Personnel & HR Department,  
Head Office, Dharwad  
Ph.No. 9480699079  
Email Id:phrdd@kvgbank.com

- c) At any time prior to the deadline for submission of bids, Bank reserves the right to modify the bidding document.
- d) Any clarification issued by Bank will be in the form of an addendum/ corrigendum and will be provided to the Insurance companies. The amendment will be binding on all bidders. Bank, at its discretion may extend the deadline for submission of bids in order to allow prospective bidders a reasonable time to take the amendment into account.

**5. BIDDING PROCESS:**

The bids shall be submitted in two separate sealed envelopes A and B (as stated below).

- i) Envelope A : Technical Bid for Group Medclaim Policy (GMC) for existing Staff members of KVGB
- ii) Envelope B: Financial Bid for Group Medclaim Policy (GMC) for existing Staff members of the Bank.

All details with the relevant information / documents / acceptance of all terms and conditions strictly as described in this RFP will have to be submitted. In the first stage, only the envelope containing "Technical Bid " will be opened and evaluated. Those satisfying all criteria as per technical requirements and agree to comply with all terms and conditions specified in this document may be invited for technical presentation, if required, at the discretion of the Bank, to display their capabilities, approach and methodology.

- iii) Such presentations are likely to be called within the time frame as decided by the Bank and Bank reserves the right to reject the bids of the bidders who fail to make the presentations as scheduled by the Bank.
- iv) The Technical Evaluation will be followed by the opening of the financial bid of those bidders who qualify as per Technical Bid specified criteria and further RFP process.

v) **Contents of Tender Document :**

- RFP : Request For Proposal
- Annexure I : RFP with Coverage of OPD / Domiciliary Treatment.
- Annexure II : Diseases List of Domiciliary Treatment / OPD.
- Annexure III : Day Care Procedures List.
- Annexure IV : Declaration of acceptance letter from the Bidder.
- Annexure V : Financial /Price Bid- existing Staff **including Corporate Buffer of Rs.40.00 lakhs.**

**6. BID PREPARATION:**

- i. The bids prepared by the bidder and all correspondence and documents relating to bids exchanged by the bidder and the Bank must be written in English.
- ii. Insurance companies must provide individual and factual replies to specific questions asked in the RFP. Documents submitted should be complete in all respects as detailed in this RFP.
- iii. The Technical bid should comprise of one hard copy of Technical Bid and placed in a sealed envelope super-scribed as **“TECHNICAL BID for Group Mediclaim Policy (GMC) for existing staff members of KVGB”** (RFP and Annexure I to IV). This envelope to be submitted along with another sealed envelope super-scribed as **“FINANCIAL BID Group Mediclaim Policy (GMC) for existing staff members of KVGB”**(Annexure V)
- iv. The Technical Proposal shall provide relevant information for each of the parameters for Technical Evaluation criterion detailed wherever applicable. All the submissions under this should be supported by necessary documentary evidence, as may be applicable.
- v. The Bidder should clearly indicate the support services required from the Bank for carrying out the activity.
- vi. The Technical Bid will be evaluated among others as per following criteria/ parameters, based on the audited results of 2020-21. The bidders should fulfill the following parameters:
  - a. **Experience of handling 2 large Group Mediclaim Policy (Proof to be furnished in technical bid) In previous two years.**
  - b. **Total premium collection should be at least Rs.300 crores per year in last 3 FY (Proof to be furnished in technical bid).**
  - c. **The bidder must have a valid IRDAI license with Current Year fee paid receipt for procuring General Insurance business in India and should have a minimum solvency ratio of 1.5 as prescribed by IRDAI. Proof to be submitted to this effect. Information published in Annual Report 2020-21 of IRDAI will be taken for evaluation.**
  - d. **The bidder must have a track record of minimum Five Years of operational experience in General Insurance in India as on 31.03.2021. Proof to be submitted to this effect.**

- vii. All details with the relevant information / documents / acceptance of all terms and conditions strictly as described in this RFP will have to be submitted. The above Information should invariably contain in “Technical Bid”
- viii. The Technical evaluation will be followed by the opening of the Financial Bid of those bidders who qualify as per requirement of the Bank

## **7. BID SUBMISSION:**

- a) The bids prepared by the bidder and all correspondence and documents relating to bids exchanged by the bidder and the Bank must be written in English. All the submissions under this should be supported by necessary documentary evidence, as may be applicable:
- b) A letter on bidder’s letterhead mentioning Inter-alia
  - a. Certifying that the period of the validity of the bid is **60 days** from the last date of submission of bid;
  - b. Confirming that the bidder has quoted for all the items/services mentioned in the bid in their financial bid;
- c) Bidder should submit Financial Bid as per Annexure of the bid document financial bid should be in the form of hard copy, should be a complete document and placed in a sealed envelope as mentioned above.
- d) The financial proposal shall not include any conditions attached to it and any such condition attached to the financial proposal shall be liable for rejection. The proposal should also indicate specific milestones and deliverables for raising bills for part payment subject to other conditions.
- e) **Bid Prices**  
The prices should be specified only in “Financial Bid” and must not be specified at any other place in the bid document. The quotes, prices and any type of Tax should be specified separately
- f) **Validity of Bids**  
Bid shall remain valid for **60 days** from the last date for submission of Bid. A bid valid for shorter period is liable to be rejected. The bidder may require giving consent for the extension of the period of validity of the bid beyond initial 60 days, if so desired by the Bank in writing or by E-mail. Refusal to grant such consent would result in rejection of bid. However any extension of validity of bids will not entitle the bidder to revise/ modify the bid document or price.
- g) **Bid Compliance:**  
Willful misrepresentation of any fact within the Bid will lead to the cancellation of the contract without prejudice to other actions that Bank may take. All the submission, including any accompanying documents, will become property of the Bank.

#### **h) Format and Signing of Bid**

- a)** The bidder should prepare submission as per minimum eligibility criteria, financial bid and other requested information.
- b)** Bid should be submitted as per the format stipulated in the Annexure to this RFP along with such other documents mentioned elsewhere in the RFP.
- c)** All pages of the Bid document are serially numbered and shall be signed by the authorized person(s) only. The person(s) signing the bid shall sign all pages of the bid and rubber stamp should be affixed on each page.
- d)** Any interlineations, erasures or overwriting shall be valid only if the person(s) signing the bid sign(s) authenticates them.
- e)** Bid should be typed and submitted on A4 size paper, spirally bound securely and in serial order. Bidders responding to this NIT & RFQ shall submit covering letter included with the bid and compliance certification statement required for submission of a proposal.

#### **i) Receipt of bids**

The bid should be submitted to The Chief Manager, KVG Bank, Personnel & HRD Department at the following address up to the time and date mentioned at bid details:

**Karnataka Vikas Grameena Bank,  
Personnel & HRD Department,  
Head Office, Dharwad 580008.**

In the event of the target date for the receipt of bids being declared as holiday for the Bank, the bids will be received till the target time on the next working day. The bank may at its discretion extend the bid submission date. The modified target date & time will be notified on the web site of the Bank. Any bid received by the Bank after target date and time prescribed at Bid details will be rejected and /or returned unopened to the bidder at his risk and responsibility.

#### **j) Bid Currency**

Prices shall be expressed in Indian Rupees only.

#### **k) Modification and Withdrawal of Bids**

No bid may be withdrawn/ modified in the interval between the deadline for submission of bids and the expiration of period of bid validity.

#### **l) Award criteria**

The Bank will award the Contract to the successful Bidder who has been determined to qualify to perform the Contract satisfactorily, and whose Bid has been determined to be responsive, and is the lowest evaluated Bid.

**Financial bid shall be submitted in respect of two categories of staff, Viz., Employees- Rs.3.00 lakhs and Officers-Rs.4.00 lakhs. Policy will be made with a single insurance company, considering the lowest aggregate gross premium**

**payable in respect of all staff members to both categories, based on the rates quoted.**

**m) Use of Contract Documents and Information**

The Insurance companies will keep all the data and information about the Bank/staff members confidential, in strict confidence and will not reveal such information to any other party without the prior written approval of the Bank

**8. TERMINATION OF CONTRACT:**

- i. The Bank alone shall have the right to terminate the contract with the selected bidder at any time during the contract period, by giving a written notice of at least one month, for any valid reason, including but not limited to the following reasons:
  - a) Laxity in following standards laid down by the Bank
  - b) Excessive delay (over 6 weeks) in settlement of claims without valid reasons.
  - c) Discrepancies / deviations in the agreed processes
  - d) Violation of terms & conditions stipulated in this RFP
- ii. The selected bidder shall not have right to terminate the contract or to demand any damages on account of termination of the Contract by the Bank.

**9. GOVERNING LAW AND DISPUTES :(Applicable in case of successful bidder only)**

All disputes or differences whatsoever arising between the parties out of or in connection with the contract or in discharge of any obligation arising out of the contract shall be settled amicably. If however, the parties are not able to solve them amicably, party (KVGB or Insurance Company), give written notice to other party clearly setting out there in specific dispute(s) and/or difference(s) and shall be referred to a sole arbitrator mutually agreed upon, and the award made in pursuance thereof shall be binding on the parties. In the absence of consensus about the single arbitrator, the dispute may be referred to a panel of three arbitrators; one to be nominated by each party and the said arbitrators shall nominate a presiding arbitrator, before commencing the arbitration proceedings. The arbitration shall be conducted in accordance with the Laws of India. Any appeal will be subject to the exclusive jurisdiction of courts at Karnataka.

**10. TERMS & CONDITIONS :**

- i. Language of Bid: All bids and supporting documentation shall be submitted in English.
- ii. Bank reserves the right to accept or reject any or all Bids without assigning any reason thereof and Bank's decision in this regard will be treated as final. Bids may be accepted or rejected in total or any part or items thereof. No contractual obligation whatsoever shall arise from the RFP process unless and until a formal contract is signed and executed by duly authorized officials of the Bank and the Bidder. However,

until a formal contract is prepared and executed, this offer together with Bank's written notification / acceptance of award shall constitute a binding contract with the Insurance companies.

- iii. Bank shall have the right to reject the bids not submitted in the prescribed format or incomplete in any manner.
- iv. Bank is not responsible for non-receipt of bids within the specified date and time due to any reason including postal delays or holidays
- v. Bank also reserves the right to alter/ modify any/ some/ all of the requirements, as it may deem necessary, and notify the same to the bidders before the last date for submission of response under this RFP. The Bidders should be agreeable for the same.
- vi. Bank shall have the right to cancel the RFP process at any time prior to award of contract, without thereby incurring any liabilities to the Bidder(s)/ selected bidder. Reasons for cancellation, as determined by the bank in its sole discretion.
- vii. Bank reserves the right to verify the validity of bid information and to reject any bid or the cancel the contract where the contents appear to be incorrect, inaccurate or inappropriate at any time during the process of RFP or after award of contract, as the case maybe.
- viii. Bank reserves the right to re-negotiate the prices in the event of changes in the market conditions and/ or technology etc.

## **12. DISCLAIMER**

- i. The information contained in this RFP document issued for the eligible and interested bidders or any of their Employees / Directors, is provided on the terms and conditions set out in this document and all other terms and conditions subject to which such information is provided. The purpose of this RFP document is to provide the Bidder(s) with information to assist the formulation of their Proposals.
- ii. This RFP is not an offer by the Bank, but an invitation for responses to the issues pertaining to Family Floater Group Medclaim Policy (GMC) for staff of KVGB. No contractual obligation on behalf of the Bank, whatsoever, shall arise from the RFP process unless and until a formal Contract is signed and executed by duly authorized officers of the Bank and the finally selected Bidder.
- iii. The Bidders, by accepting this document, agree that any information contained herein may be superseded by any subsequent written information on the same subject made available to the recipient or any of their respective officers or published in the Bank's website. It is also understood and agreed by the Bidder/s that decision of the Bank regarding selection of the Bidder will be final and binding on all concerned. No correspondence in this regard, verbal or written, will be entertained.



- iv.** Bank reserves the right to amend, modify, vary, add, delete, accept or cancel, in part or full, any condition or specification of all proposals / orders / responses, without assigning any reason thereof before evaluation of technical bids. Each Bidder shall be entirely responsible for its own costs and expenses that are incurred while participating in the RFP, presentations and contract negotiation processes.
- v.** Bank reserves the right at the time of award of contract to increase or decrease, the scope of work without any change in price or other terms and conditions.
- vi.** Notwithstanding anything contained in this Document, the Bank reserves the right to accept or reject any response and to annul the process and reject all responses at any time prior to execution of the agreement with the Bidder to whom the contract is finally awarded, without thereby incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for the Bank's decision.
- vii.** Bank reserves the right to cancel the entire process at any stage at its sole discretion without assigning any reason thereof.
- viii.** It shall be the duty and responsibility of the Bidders to ensure themselves about the legal, statutory and regulatory authority, eligibility and other competency of them to participate in this RFP and to provide any and all the services and deliverables under the RFP to the Bank. An undertaking should be submitted by the bidder to this effect.
- ix.** Subject to any law to the contrary, and to the maximum extent permitted by law, Karnataka Vikas Grameena Bank and its Directors, officers, employees disclaim all liability from any loss or damage suffered by any person acting or refraining from acting because of any information including forecasts, statements, estimates, or projections contained in this RFP.

  
**(CHANDRASHEKHAR D MORO)**  
**GENERAL MANAGER**

**Annexure I**

**RFP FOR FAMILY FLOATER GMC POLICY COVER FOR EXISTING STAFF MEMBERS  
OF KVG BANK  
WITH OPD / DOMICILIARY TREATMENT COVERAGE**

<b>S.No.</b>	<b>INSURANCE COVERAGES</b>		
<b>1</b>	Type of Policy	Group Mediclaim Policy - Floater	
<b>2</b>	Family Floater	Yes	
<b>3</b>	Family Definition	Staff+Spouse+ children+ dependents (As detailed in 10 <sup>th</sup> bipartite Settlement)	
<b>4</b>	Sum Insured per family	Option 1 : Rs. 3.00 Lakhs for Workmen Staff (Employees) Option 2 : Rs. 4.00 Lakhs for Officers	
<b>5</b>	No. of existing staff members as on 31.12.2021	Officers-	1543
		Employees-	1567
		Total -	3110
<b>10</b>	Mid Term Additions	Premium payable on Pro-rata basis.	
<b>11</b>	Administration of the scheme	Centrally at KVGBank Head Office, Dharwad	
<b>12</b>	Premium Payment:	Shall be paid by Bank.	
<b>13</b>	Hospitalization/ Treatment	Cashless / Reimbursement	
<b>14</b>	Pre Existing Diseases	Waived Off – Covered from Day One	
<b>15</b>	30 Days Waiting Period	Waived Off – Covered from Day One	
<b>16</b>	1 <sup>st</sup> Year, 2 <sup>nd</sup> Year and 4th Year Exclusions	Waived Off – Covered from Day One	
<b>17</b>	Day Care Procedures	Yes, Covered – As per Annexure III/ 10 <sup>th</sup> Bipartite Settlement	
<b>18</b>	Domiciliary Treatment / Out Patient (OPD)Treatment (Consultation, Investigation and Pharmacy Expenses)	I) Yes Covered. Max limit of SI in the policy year and Doctor prescription validity up to 90 days – List of ailments as per Annexure II/ 10 <sup>th</sup> Bipartite Settlement.	
<b>19</b>	AYUSH Cover	Yes, Covered subject to the treatment has been undergone in a Government Hospital or in any Institute recognized by the Government and / or accredited by Quality Council of India / National Accreditation Board on Health or any other suitable institute – Subject to Hospitalization only.	
<b>20</b>	Hospitalization Expenses	Yes, Covered subject to Minimum 24 Hrs Hospitalization	
<b>21</b>	Room Rent for normal	1% of Sum Insured per day	
<b>22</b>	Room Rent for ICU / ICCU	2% of Sum Insured per day	
<b>23</b>	Pre and Post Hospitalization	30 and 60 days	
<b>24</b>	Ambulance Charges	Max up to Rs 2,000/- per policy period	

25	Major Surgeries	Yes, Covered from the inception of the policy
26	Cataract Surgery	Actual Expenses or subject to Max. amount of Rs.50,000/- per eye
27	Genetic,Psychiatric,Neurological, Muscular Degenerative & Age Related Disorders	Yes, Covered subject to Hospitalization
28	Congenital Anomaly	Expenses for Treatment of Congenital Internal / External diseases, defects anomalies are covered under the policy for Life threatening diseases.
29	Organ Transplant	Hospitalization Expenses incurred on the Donor in respect Organ Transplant Treatment, excluding the Cost of Organ are covered
30	Taxes and Other charges:	All Taxes, Surcharges, Service Charges, Registration charges, Nursing, and Administration charges to be payable. Charges for diapers and sanitary pads are payable if necessary as part of the treatment. Charges for Hiring a nurse / attendant during hospitalization will be payable only in case of recommendation from the treating doctor in case ICU/CCU, are or any other case where the patient is critical and requiring special care.
31	Third-party Administrator(TPA)	To be finalized by the Bank
32	<b>Last date and time for receipt of Bid ( technical and financial)</b>	<b>Before 4.00pm on 28.02.2022 at KVG Bank Head Office, Dharwad.</b>

## Annexure- II

List of Treatments Domiciliary Hospitalization / Domiciliary Treatment / OPD	
Sr. No.	Treatments
1	Cancer
2	Leukemia
3	Thalassemia
4	Tuberculosis
5	Paralysis
6	Cardiac Ailments
7	Pleurisy
8	Leprosy
9	Kidney Ailment
10	All Seizure disorders
11	Parkinson's diseases
12	Psychiatric disorder including schizophrenia and psychotherapy
13	Diabetes and its complications
14	Hypertension
15	Asthma
16	Hepatitis –B
17	Hepatitis – C
18	Hemophilia
19	Myasthenia gravis
20	Wilson's disease
21	Ulcerative Colitis
22	Epidermolysisbullosa
23	Venous Thrombosis(not caused by smoking) Aplastic Anaemia
24	Psoriasis
25	Third Degree burns
26	Arthritis
27	Hypothyroidism
28	Expenses incurred on radiotherapy and chemotherapy in the treatment of cancer and leukemia
29	Glaucoma
30	Tumor
31	Diphtheria
32	Malaria
33	Non-Alcoholic Cirrhosis of Liver
34	Purpura
35	Typhoid
36	Accidents of Serious Nature
37	Cerebral Palsy
38	Polio
39	All Strokes Leading to Paralysis
40	Haemorrhages caused by accidents
41	All animal/reptile/insect bite or sting
42	Chronic pancreatitis

43	Immuno suppressants
44	Multiple sclerosis / motorneuron disease
45	Status asthmaticus
46	Sequalea of meningitis
47	Osteoporosis
48	Muscular dystrophies
49	Sleep apnea syndrome(not related to obesity)
50	Any organ related (chronic) condition
51	Sickle cell disease
52	Systemic lupus erythematosus (SLE)
53	Any connective tissue disorder
54	Varicose veins
55	Thrombo embolism venous thrombosis/venous thrombo embolism (VTE)]
56	Growth disorders
57	Graves' disease
58	Chronic Pulmonary Disease
59	Chronic Bronchitis
60	Physiotherapy and swine flu shall be considered for reimbursement under domiciliary treatment.

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### Annexure III

Day care procedures	
<b>ENT: Operation of the ear</b>	
1	Stapedotomy or Stapedectomy
2	Myringoplasty (Type -I Tympanoplasty)
3	Tympanoplasty (closure of an eardrum perforation)
4	Reconstruction and other Procedures of the auditory ossicles
5	Myringotomy
6	Removal of a tympanic drain
7	Mastoidectomy
8	Reconstruction of the middle ear
9	Fenestration of the inner ear
10	Incision (opening) and destruction (elimination) of the inner ear
<b>ENT: Procedures on the nose &amp; the nasal sinuses</b>	
11	Excision and destruction of diseased tissue of the nose
12	Procedures on the turbinates (nasal concha)
13	Nasal sinus aspiration
<b>ENT: Procedures on the tonsils &amp; adenoids</b>	
14	Transoral incision and drainage of a pharyngeal abscess
15	Tonsillectomy and / or adenoidectomy
16	Excision and destruction of a lingual tonsil
17	Quinsy drainage
<b>OPHTHALMOLOGY: Procedures on the eyes</b>	
18	Incision of tear glands
19	Excision and destruction of diseased tissue of the eyelid
20	Procedures on the canthus and epicanthus
21	Corrective surgery for entropion and ectropion
22	Corrective surgery for blepharoptosis
23	Removal of a foreign body from the conjunctiva
24	Removal of a foreign body from the cornea
25	Incision of the cornea
26	Procedures for pterygium
27	Removal of a foreign body from the lens of the eye
28	Removal of a foreign body from the posterior chamber of the eye
29	Removal of a foreign body from the orbit and eyeball
30	Operation of cataract
31	Chalazion removal
32	Glaucoma Surgery
33	Surgery of Retinal Detachment
<b>Procedures on the skin &amp; subcutaneous tissues</b>	
34	Incision of a pilonidal sinus
35	Other incisions of the skin and subcutaneous tissues
36	Surgical wound toilet (wound debridement)
37	Local excision or destruction of diseased tissue of the skin and subcutaneous tissues
38	Simple restoration of surface continuity of the skin and subcutaneous tissues
39	Free skin transplantation, donor site

40	Free skin transplantation, recipient site
41	Revision of skin plasty
42	Restoration and reconstruction of the skin and subcutaneous tissues
43	Chemosurgery to the skin
44	Excision of Granuloma 17
45	Incision and drainage of abscess
<b>Procedures on the tongue</b>	
46	Incision, excision and destruction of diseased tissue of the tongue
47	Partial glossectomy
48	Glossectomy
49	Reconstruction of the tongue
<b>Procedures on the salivary glands &amp; salivary ducts</b>	
50	Incision and lancing of a salivary gland and a salivary duct
51	Excision of diseased tissue of a salivary gland and a salivary duct
52	Resection of a salivary gland
53	Reconstruction of a salivary gland and a salivary duct
<b>Procedures on the face</b>	
54	External incision and drainage in the region of the mouth, jaw and face
55	Incision of the hard and soft palate
56	Excision and destruction of diseased hard and soft palate
57	Incision, excision and destruction in the mouth
58	Plastic surgery to the floor of the mouth
59	Palatoplasty
<b>Trauma surgery and orthopedics</b>	
60	Incision on bone, septic and aseptic
61	Closed reduction on fracture, luxation or epiphysiolysis with osteosynthesis
62	Suture and other Procedures on tendons and tendon sheath
63	Reduction of dislocation under GA
64	Arthroscopic knee aspiration
65	Aspiration of hematoma
66	Excision of dupuytren's contracture
67	Carpal tunnel decompression
68	Surgery for ligament tear
69	Surgery for meniscus tear
70	Surgery for hemarthrosis /pyoarthrosis
71	Removal of fracture pins/nails
72	Removal of metal wire
73	Joint Aspiration - Diagnostic / therapeutic
<b>Procedures on the breast</b>	
74	Incision of the breast
75	Procedures on the nipple
76	Excision of breast lump /Fibro adenoma
<b>Procedures on the digestive tract</b>	
77	Incision and excision of tissue in the perianal region
78	Surgical treatment of anal fistulas
79	Surgical treatment of haemorrhoids
80	Division of the anal sphincter (sphincterotomy)
81	Ultrasound guided aspirations

82	Sclerotherapy
83	Therapeutic Ascetic Tapping
84	Endoscopic ligation /banding
85	Dilatation of digestive tract strictures
86	Endoscopic ultrasonography and biopsy
87	Replacement of Gastrostomy tube
88	Endoscopic decompression of colon
89	Therapeutic ERCP 18
90	Nissen fundoplication for Hiatus Hernia /Gastro esophageal reflux Disease
91	Endoscopic Gastrostomy
92	Laparoscopic procedures e.g. colecystectomy, appendicectomy etc.
93	Endoscopic Drainage of Pseudopancreatic cyst
94	Hernia Repair (Herniotomy / herniography / hernioplasty)
<b>Procedures on the female sexual organs</b>	
95	Incision of the ovary
96	Insufflation of the Fallopian tubes
97	Dilatation of the cervical canal
98	Conisation of the uterine cervix
99	Incision of the uterus (hysterotomy)
100	Therapeutic curettage
101	Culdotomy
102	Local excision and destruction of diseased tissue of vagina and Pouch of Douglas
103	Procedures on Bartholin's glands (cyst)
104	Endoscopic polypectomy
105	Myomectomy , hysteroscopic or laparoscopic biopsy or removal
<b>Procedures on the prostate &amp; seminal vesicles</b>	
106	Incision of the prostate
107	Transurethral excision and destruction of prostate tissue
108	Open surgical excision and destruction of prostate tissue
109	Radical prostatovesiculectomy
110	Incision and excision of periprostatic tissue
<b>Procedures on the scrotum &amp; tunica vaginalis testis</b>	
111	Incision of the scrotum and tunica vaginalis testis
112	Operation on a testicular Hydrocele
113	Excision and destruction of diseased scrotal tissue
114	Plastic reconstruction of the scrotum and tunica vaginalis testis
<b>Procedures on the testes</b>	
115	Incision of the testes
116	Excision and destruction of diseased tissue of the testes
117	Orchidectomy- Unilateral / Bilateral
118	Orchidopexy
119	Abdominal exploration in cryptorchidism
120	Surgical repositioning of an abdominal testis
121	Reconstruction of the testis
122	Implantation, exchange and removal of a testicular prosthesis
<b>Procedures on the spermatic cord, epididymis and DuctusDeferans</b>	
123	Surgical treatment of a varicocele and hydrocele of spermatic cord



124	Excision in the area of the epididymis
125	Epididymectomy
126	Reconstruction of the spermatic cord
127	Reconstruction of the ductus deferens and epididymis
<b>Procedures on the penis</b>	
128	Procedures on the foreskin
129	Local excision and destruction of diseased tissue of the penis
130	Amputation of the penis
131	Plastic reconstruction of the penis
<b>Procedures on the urinary system</b>	
132	Cystoscopic removal of stones
133	Lithotripsy 19
134	Haemodialysis
135	PCNS (Percutaneous nephrostomy)
136	PCNL (Percutaneous Nephro-Lithotomy)
137	Tran urethral resection of bladder tumor
138	Suprapubic cystostomy
<b>Procedures of Respiratory System</b>	
139	Brochosopic treatment of bleeding lesion
140	Brochosopic treatment of fistula /stenting
141	Bronchoalveolar lavage & biopsy
142	Direct Laryngoscopy with biopsy
143	Therapeutic Pleural Tapping
<b>Procedures of Heart and Blood vessels</b>	
144	Coronary angiography (CAG)
145	Coronary Angioplasty (PTCA)
146	Insertion of filter in inferior vena cava
147	TIPS procedure for portal hypertension
148	Blood transfusion for recipient
149	Therapeutic Phlebotomy
150	Pericardiocentesis
151	Insertion of gel foam in artery or vein
152	Carotid angioplasty
153	Renal angioplasty
154	Varicose vein stripping or ligation
<b>OTHER Procedures</b>	
155	Radiotherapy for Cancer
156	Cancer Chemotherapy
157	True cut Biopsy
158	Endoscopic Foreign Body Removal
159	Vaccination / Inoculation - Post Dog bite or Snake bite
160	Endoscopic placement/removal of stents
161	Tumorembolisation
162	Aspiration of an internal abscess under ultrasound guidance

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**Annexure –IV ( technical Bid Covering Letter)**

*(Bid Covering Letter: To be submitted by the bidder on letter head  
along with Bid documents)*

To

**The Chairman,  
Karnataka Vikas Grameena Bank  
Head Office,  
Dharwad-58008.**

Dear Sir,

**Our Bid for RFP dated \_\_\_\_\_ for Group health Insurance of your staff members.**

1. In respect to your RFP mentioned above, we submit our Bid Document herewith. As desired in the RFP, we are submitting two envelopes, one containing Technical and the other Financial Bid, submitted separately. All details with the relevant information / documents / acceptance of all terms and conditions are strictly as described in this RFP. We confirm that the health insurance cover will be provided as per 10<sup>th</sup> Bipartite Settlement with IBA.
2. We understand that:
  - i. Bank is not bound to accept the lowest or any bid received by it, Bank may reject all or any bid without assigning any reason or giving any explanation whatsoever.
  - ii. Bank may follow close or open bidding process as per requirement of the Bank.
  - iii. If our Bid is accepted, we undertake to issue the master policy on the proposed terms at our cost, when called upon by the Bank to do so and immediately on receipt of premium/data thereof. We understand that the cover will start from the date of first premium credited to the bank account of the company.
  - iv. If our Bid is accepted, we are to be jointly and severally responsible for the due performance of the contract.
  - v. The Bank shall intimate the award of contract to the successful bidder after completion of the financial bid.
3. We confirm that we have the necessary legal, regulatory, statutory and corporate authority / eligibility and competency to participate in this RFP and also to provide the services as per the RFP if we are selected as per this RFQ.
4. We have read, understand and accept the terms and conditions mentioned in the RFQ document and there will not be any exception clause in the policy.
5. We confirm that we have quoted for all the items/services mentioned in our financial bid.
6. We also confirm/clarify that the bid/offer made by us shall remain valid for 60 days from the last date of submission of the bid.
7. We shall provide all types of information on the proposed policy as and when required by the Bank at the shortest possible time.
8. We enclose herewith the following documents.

1. Audited final accounts as on 31.03.2021.
2. Proof of Experience of handling 2 large Group Medclaim Policy In previous two years.
3. Proof regarding premium collection of more than Rs.300 crores per year in last 3 financial years.
4. Copy of valid IRDAI license with copy of fee paid receipt for the period up to 31.03.2022.
5. Proof regarding a track record of minimum Five Years of operation in General Insurance in India as on 31.03.2021.
6. Proof showing that minimum solvency ratio of 1.50 or above, stipulated by IRDAI as on 31.03.2021.

Yours faithfully,

**Authorized Signatory:  
(Insurance Company)**

Name:

Designation:

Seal of Company

**Annexure V**

**FINANCIAL BID / PRICE BID**

To

Date: \_\_\_\_\_

**The Chairman  
Karnataka Vikas Grameena Bank  
Head Office, Dharwad**

**GROUP MEDICLAIM FAMILY FLOATER POLICY COVERAGE FOR  
EXISTING STAFF MEMBERS OF KVGB**

Ref No \_\_\_\_\_

Date: \_\_\_\_\_

Sum Insured	Net Premium per Family	GST @ 18%	Amount in Rupees
			Gross Premium
Option 1: Rs.3.00 Lakhs ( For Employees)			
Option 2: Rs.4.00 Lakhs ( For Officers)			
<b>Corporate Buffer Offered</b>	Rs. 40.00 lakhs.		

1. In case there is any discrepancy between figures and words, that bid will be rejected.
2. The L-1, L-2 and L-3 offer will be evaluated on the basis of the above quoted value
3. Conditional Bids are liable to be rejected.

**SIGNATURE OF THE BIDDER**

**WITH SEAL & DATE**