

**NOTICE INVITING BID (NIB)**  
**(LIMITED BIDDING)**

RFP No. F.1(28)/JMRC/DCA/HR/GIS/2013-14/3725

Dated:16.09.2015

**To,**

All Public Sector General Insurance Companies,  
Jaipur.

**Sub :** Request for Proposal (RFP) for accidental insurance of employees of Jaipur Metro Rail Corporation (JMRC)

- (i) Jaipur Metro Rail Corporation Ltd. (JMRC) is a wholly owned company of Government of Rajasthan and it was formed to implement and operate the Jaipur Metro Rail Project in Jaipur city.
- (ii) JMRC started its operations on the East-West Corridor from Mansarovar to Chandpole from 03/06/2015, with a total length of 9.7 kms under Phase-IA. Phase-IB of the Project is under progress.
- (iii) Presently the corporation is having a sanctioned strength of 472 employees which includes technical and non-technical employees.
- (iv) To ensure reliability and safety in train operations, JMRC is equipped with the most modern communication & train control system. It has state-of art air-conditioned coaches. Ticketing & passenger control is controlled through Automatic Fare Collection system. All the stations are equipped with elaborate fire detection, suppression & extinguishing system. Further underground stations are equipped with elaborate Tunnel Ventilation System. Jaipur Police have also been engaged for maintaining law & order in the metro network. Private Watch & Ward personnel are also being engaged at many stations for safety of JMRC assets / property. For the convenience of commuters, adequate number of escalators and lifts are installed at metro stations. Most of the Stations are equipped with CCTV. The entry to paid area is controlled by flap doors operated by Contactless Smart Cards and Contactless Smart Tokens.
- (v) Jaipur Metro Rail Corporation Ltd. (JMRC) invites sealed bids from Public Sector Accidental insurance Companies through limited competitive bidding process for Accidental insurance of its employees, as per following details:

|    |   |   |   |
|----|---|---|---|
| a) | Name of Bid   | : | Employees Accidental Insurance of Jaipur Metro Rail Corporation Ltd.  |
| b) | Venue of submission and opening of Bid                  | : | General Manager (Administration), Jaipur Metro Rail Corporation Ltd., 3 <sup>rd</sup> Floor, Khanij Bhawan, Udyog Bhawan Premises, C-Scheme, Tilak Marg, Jaipur<br><b>Tel. +91(141) 5192109</b> |
| c) | Bid Document submission date                            | : | By 15.00 hours on 29.09.2015  |
| d) | Date & Time of opening of Technical Bid                 | : | Date: 29.09.2015, Time: 15:30 Hrs.  |
| e) | Validity of Bid   | : | 180 days from the last date of submission of bid.   |
| f) | Stipulated date of Commencement of Accidental insurance | : | Within ten days from the date of issue of "Letter of Acceptance (LOA) or as mentioned in the LOA".  |
| g) | Period of Accidental insurance                          | : | 1 Year from the date of commencement.   |

**Note: -**

- a) Bidders are advised to be present in Pre-bid conference as mentioned above.
- b) Corrigendum, Addendums and subsequent clarifications on bid terms, if any, can be down loaded from the above mentioned websites. All the information, intimation and updates regarding this tender shall be published on above mentioned websites only. Keep visiting these websites for any subsequent clarifications & modifications.
- c) If the date of opening is declared holiday, then Bids will be opened on next working day.
- (vi) **The Eligibility Conditions for bidding is as given in the table below:**

| S. No. | Eligibility criteria   | Document required to substantiate the same  |
|--------|--|---|
| a)     | A Public Sector Insurance Company authorized/ approved by the Insurance Regulatory and Development Authority (IRDA) to work in India.    | The company should be Public Sector Insurance Company undertaking regarding copy of license issued by the IRDA.   |
| b)     | The company should not have been blacklisted by Govt. of Rajasthan or any Government Organization during preceding five financial years. | Self attested undertaking on the letter-head of the Company with regard to non blacklisting by Govt. of Rajasthan or any Government organization during preceding 5 years . |

(vii) The work profile of employees of JMRC is given in the **Annexure-I** of this RFP.

(viii) The details of risk coverage for various kinds of accidental events/ circumstances is provided in the **Annexure-II** of this RFP.

You are, therefore, requested to submit your proposal in the format given in the **Annexure-IV** of this RFP latest by 29.09.2015 alongwith all the eligibility documents to DGM (HR), JMRC, Jaipur as under :

The Proposal duly filled in and complete in all respects must be submitted in a sealed envelope at the JMRC office clearly marked as “**CONFIDENTIAL**” and “**RFP FOR ACCIDENTAL INSURANCE OF JMRC EMPLOYEES**”, addressed to:

**General Manager (Administration)**  
**Jaipur Metro Rail Corporation Ltd,**  
**Khanij Bhawan, Udyog Bhawan Premises,**  
**Tilak Marg, C-Scheme, Jaipur**

and must be dropped in the Bid Box labelled for the purpose and kept at III<sup>rd</sup> floor, JMRC Office at the address given above.

**Bids received after last time and date will not be considered. Bids sent by FAX, post or e-mail will not be considered.**

**RFP No. and Date of opening of Technical Bid** must also be endorsed on this envelope. Please also indicate on the cover itself the name, full address, telephone numbers and e-mail of the Contact Person.

This sealed envelope should contain the two separately sealed envelopes, respectively containing the Technical and Financial Bids, and marked clearly as “**Part A- Technical Bid for ACCIDENTAL INSURANCE OF JMRC EMPLOYEES**” and “**Part B- Financial Bid for ACCIDENTAL INSURANCE OF JMRC EMPLOYEES**”, respectively.

**a) Submission of Part-A : Technical Bid**

This Part should contain the Technical Bid consisting of a **copy of this ‘Request for Proposal’** with each page duly filled in and sealed & signed by the Bidder in acceptance of the terms and conditions therein, along with **all due Annexures duly filled**, all required **documents in support of eligibility, EMD** and **cost of Bid document**, if downloaded, or **receipt of payment of Bid document cost**, if purchased. All documents should be signed by the Bidder.

**No price bid should be indicated at any place in the Technical Bid otherwise the Proposal shall be summarily rejected.**

**b) Submission of Part-B : Financial Bid**

This Part should contain only the Financial Bid (s) for RTT Space(s) at the roof top of each entry/exit structure of eight Jaipur Metro Stations in the prescribed Format(s) as per Annexure-IV. All other documents shall be submitted with Technical Bid.

Rate quoted should be all inclusive for carrying out activities as detailed in the scope of work. It is to be noted that Service Tax and any other taxes chargeable extra as per the prevailing rate and rules will be paid by the bidder(s) separately.

-sd-

**(Dinesh Kumar Sharma)**  
**General Manager (Administration)**