

## **NOTICE INVITING BID** **(NIB)**

**RFP No.** F.1(A-710)/JMRC/DC/Admin./AIE/2024-25/ 17

**Dated:** 01.08.2025

**Sub :Request for Proposal (RFP) for Group Personal Accidental Insurance Policy for Employees of Jaipur Metro Rail Corporation (JMRC).**

JMRC has authorized Prudent Insurance Brokers Private Limited as their Insurance consultant/broker to solicit proposals for placement of suitable policies to JMRC at no cost to company. Broker will earn brokerage as per provisions at IRDA from insurance company.

Sealed proposals are invited from following Public Sector Insurance Companies through limited competitive bidding process for Renewal of Group Personal Accident Policy for the employees of Jaipur Metro Rail Corporation latest dated: 12.08.2025 by 16:00 Hrs

1. The New India Assurance Co. Ltd.
2. National Insurance Company. Ltd.
3. United India Insurance Co. Ltd.
4. Oriental Insurance Company Limited

- (i) Jaipur Metro Rail Corporation Ltd. (JMRC) is a wholly owned PSU 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-1A and Phase-1B of the Project from Chandpole to Badi Choupar with a total length of 2.01 kms and its operation started from 23/09/2020.
- (iii) Presently the corporation is having a sanctioned strength of 507 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.

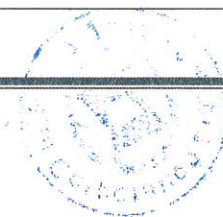


Further underground stations are equipped with elaborate Tunnel Ventilation System. Jaipur Police have also been engaged for maintaining law & order in the metro network. Services of agency for providing Watch & Ward is also being taken at many stations for safety of JMRC assets / property. For the convenience 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 Insurance Companies through limited competitive bidding process for Accidental insurance of its employees, as per following details:

a)	Designation & address of Procuring Entity.	: Executive Director (Corporate Affairs), Jaipur Metro Rail Corporation Ltd., Admin Building, Metro Depot, Bhriugu Path, Mansarovar, Jaipur-302020
b)	RFP No.	: F.1(A-710)/JMRC/DC/Admin/AIE/2024-25/17 Dated 01.08.2025
c)	Name of Work	: Group Personal Accidental Insurance Policy for Jaipur Metro Rail Corporation Ltd Employees.
d)	Estimated Cost( Rs.)	: Approx Rs. 93,000 + GST (As applicable)
e)	Date of issue of RFP	: 01.08.2025
f)	RFP Download Start Date	: 01.08.2025
g)	Venue of submission and opening of Bid	: CA Directorate Conference Room, 2nd floor, Admin Building, Jaipur Metro Rail Corporation Ltd., Metro Depot, Bhriugu Path, Mansarovar, Jaipur-302020
h)	Last date and time of Bid submission	: <b>12.08.2025 By 16:00 Hrs</b>
i)	Technical Bid opening Date/Time	: <b>12.08.2025 By 16:30 Hrs</b>
j)	Financial Bid Opening	: Shall be intimated in due course to the technically responsive bidders.
k)	Bid Validity	: 90 days from the last date of submission of bid.
l)	Stipulated date of Commencement of Accidental Insurance	: From the date of acceptance of the Letter of Acceptance (LOA) by the successful bidder, which shall be within seven (07) days from the date of issue of "Letter of Acceptance (LOA).
m)	Period of Accidental insurance	: <b>26/09/2025 to 25/09/2026</b>





**Note: -**

- a) Bidders are advised to download the bid document from JMRC website and State Public Procurement website: <http://transport.rajasthan.gov.in/jmrc> and <http://sppp.rajasthan.gov.in>
- b) Corrigendum, Addendums and subsequent clarifications on bid terms, if any, can be downloaded 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, at the same venue and same time.

**(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.	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, in the <b><u>Annexure-III</u></b>

- (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. ( IRDA guideline No. IRDA/HLT/GDL/MISC/036/02/2021 dated 25.02.2021 or as per latest IRDA guidelines)

You are, therefore, requested to submit your proposal in the format given in the **Annexure-IV** of this RFP latest by **12.08.2025** till 16:00 Hrs along with all the eligibility documents to JMRC, Jaipur as under:

The Proposal duly filled in and complete in all respects must be submitted in a properly sealed envelope at the JMRC office clearly marked as **"CONFIDENTIAL"** and **"RFP FOR GROUP PERSONAL ACCIDENT INSURANCE POLICY OF JMRC EMPLOYEES"**, addressed to:

**Executive Director (Corporate Affairs),  
Jaipur Metro Rail Corporation Ltd,  
Admin Building, Metro Depot, Bhrigu Path,  
Mansarovar, Jaipur-302020**



and must be dropped in the Bid Box labeled for the purpose and kept at CA Directorate Conference Hall, A-206, Admin Building, 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 GROUP PERSONAL ACCIDENT INSURANCE POLICY 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**. 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**

Rate quoted should be all inclusive for carrying out activities as detailed in the scope of work. It is to be noted that actual annual premium should include all taxes/duties etc. **except GST** which will be paid at prevailing rate at the time of issuance of the insurance policy.

**Executive Director (Corp. Affairs)**

