

Request for Proposal (RFP)
For
Supply of Employees Deposit Linked
Insurance (EDLI) Policy
(RFP: HO/HRM/03/2024-25 dated 12.09.2024)



సప్తగిరి గ్రామీణ బ్యాంక్
(ప్రభుత్వ రంగ సంస్థ : ఇండియన్ బ్యాంక్ చే ప్రాయోజితం)
Saptagiri Grameena Bank
(Public Sector RRB : Sponsored by Indian Bank)

RFP Reference No.	HO/HRM/03/2024-25
RFP Issuance Date	12-09-2024
Date and Time of Pre-Bid Meeting (virtual mode only)	19-09-2024 at 3.00 p.m.
Last Date for Receipt of Bids	26-09-2024 upto 2.00 p.m.
Date and Time of Opening of Technical Bids	26-09-2024 at 3.00 p.m.
Date and Time of Opening of Price Bids	26-09-2024 at 3.30 p.m.

Issued by:

HRM Department, Saptagiri Grameena Bank, Head Office
19/565-11, 3rd floor, Sai Yashus, Vellore Road, Chittoor, A.P.,
Pin code: 517002.

Phone: 8886644100, 8886644179

Email: hrm@sgbank.in, hrmstaff@sgbank.in

Website: <https://www.saptagirigrameenabank.in>

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Sl. No.	Description	Details
1	RFP Reference No.	HO/HRM/03/2024-25
2	Brief Description of the RFP	Request for Proposal (RFP) for Supply of Employee Deposit Linked Insurance (EDLI) policy to Saptagiri Grameena Bank Officers/Employees.
3	Bank's Address for Communication	HRM Department, Saptagiri Grameena Bank, Head Office, 19/565-11, 3 rd floor, Sai Yashus, Vellore Road, Chittoor, A.P., Pin code: 517002.
4	Proposed Policy commences	From 01-10-2024 to 30-09-2025
5	The Tender may be downloaded from the bank website only	To be downloaded directly from Bank official website - www.saptagirigrameenabank.in
6	Type of Policy	Term Insurance
7	Insurance Broker	M/s. Anand Rathi Insurance Brokers Ltd.
8	Claim Payable	For all kinds of Death - Claim to be paid to the Legal heirs as communicated by the Bank.
9	Sum Insured	Rs.7,02,000/- per officer/employee
10	Increase in Sum Insured (pro-rata premium for the differential sum insured for the differential period)	As per notification by EPFO, if any, during the policy period
11	Pre-existing Diseases	Waived Off - Covered from day one
12	Waiting Period	Waived Off - Covered from day one
13	Waiting Period for specific diseases	Waived Off
14	Staff strength of the Bank	1123 (as on 12-09-2024)
15	Mid Term additions of Employees / Officers in the policy for coverage	Premium payable on pro-rata basis
16	Tender Cost	Free of Cost
17	RFP Issuance Date	12-09-2024
18	Last Date of Submission of Queries for Pre-Bid Meeting	19-09-2024 upto 02.00 p.m.
19	Date and Time of Pre-Bid Meeting (virtual mode only)	19-09-2024 at 03.00 p.m.
20	Last Date for receipt of Bids	26-09-2024 upto 02.00 p.m.



21	Address for submission of proposals / Bids	GENERAL MANAGER Saptagiri Grameena Bank (SGB), Head Office, #19-565/11, 3 rd Floor, Sai Yashus, Vellore Road CHITTOOR - 517 002 (AP)
22	Date and Time of Opening of Technical Bids	26-09-2024 at 03.00 p.m.
23	Date and Time of Opening of Price Bids	26-09-2024 at 03.30 p.m.
24	In case of any Query Contact Person Details:	Shri. J Rama Krishna Asst. General Manager (HRM) Saptagiri Grameena Bank, Head Office, #19-565/11, 3 rd Floor, Sai Yashus, Vellore Road CHITTOOR - 517 002 (AP), Email id: hrm@sgbank.in , hrmstaff@sgbank.in Shri. Vineeth Singh Vice President Anand Rathi Insurance Brokers Ltd., 6-3-346/1, Sujatha Reddy Bldg., 3 rd Floor, Road No:1, Banjara Hills, Hyderabad - 500 034. Tel No: +91 91333 00071, Email id: vineethsingh@rathi.com
25	Validity period of the tender	30 Days from the date of opening of the Tender.
26	Claim Document submission & Settlement	<ul style="list-style-type: none"> ➤ For the settlement of claims minimum number of documents shall be sought and in worst case claims need to be settled on the basis of available documents. ➤ Claims shall be settled even after expiry of the policy, if, death taken place during the policy period i.e. 01.10.2024 to 30.09.2025 mid night.
27	Rejection of claims	No claim shall be rejected



28	Details of the Independent External Monitor (IEM) of the Bank (IEM to be refereed only in case of any dispute regarding tender process)	1. Shri. Dilip Vithoba Sonpipare Email: sonpiparedv@gmail.com Mobile: +91 9423118793 2. Shri. Ahmed Javed Email: ajtopcop@gmail.com Mobile: 9821058152
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Any clarification issued by the bank will be in the form of an addendum/ corrigendum and will be provided to the Insurance companies by display in the Bank's website. The amendment will be binding on all Bidders. The 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.

Tender Procedure for Submission:

Sealed Envelope to be placed in a single cover (sealed) and super scribed as **"Tender for Employees Deposit Linked Insurance (EDLI) Policy for the Existing Staff members"** The sealed envelope should be dropped in the tender box placed in the office before the Tender due date and time. Those who send the tender documents by post, have to ensure that the documents reach the office on or before the prescribed time & date. The Bank will not take any responsibility under any circumstances for courier/ postal delays, if any.

ENVELOPE 'A':

This envelope should contain Technical Bid

- Annexure I : Declaration of acceptance from the Bidder
- Annexure II : Integrity Pact
- Annexure III : Request for Proposal

And super scribed as **"Technical Bid for Employees Deposit Linked Insurance (EDLI) Policy for the Existing Staff members"**.

ENVELOPE 'B':

This envelope should contain only the Financial Bid

- Annexure IV : The Price Bid stating the Premium quoted

And super scribed as **"Price Bid for Employees Deposit Linked Insurance (EDLI) Policy for the Existing Staff members"**.



Qualification requirements:

- Only IRDAI (Insurance Regulatory Development Authority of India) registered Life Insurance Companies are eligible to participate in the Bid.

Terms and conditions:

1. The Bidder must submit the relevant & readable documents completely duly signed as indicated in the tender document (including issued corrigendum (if any)). In case of any irrelevant or non-readable documents, the bid may be rejected.
2. SGB reserves the right to accept or reject any or all the tenders in part or in full or may cancel the tender, without assigning any reason thereof.
3. SGB reserves the right to relax/ amend/ withdraw any of the terms and conditions contained in the tender document without assigning any reason thereof.
4. SGB reserves the right to modify/ change/ delete/ add any further terms and conditions prior to issue of purchase order.
5. The Technical bid will be opened first. The Price bids of the Companies, whose Technical bids are found correct and in order, will only be opened on designated day.
6. During the tender opening one authorized representative of the bidder may be present.
7. The rate/ commercial/ technical offer of the bidder should remain valid for 30 days.
8. Bids which are late/ vague/ conditional/ incomplete/ not confirming to the laid down procedure in any respect will be rejected.
9. Bids which are late/ vague/ sent by fax/ sent by email/ incomplete/ not confirming to the laid down procedure in any respect will be rejected.
10. Bids received without Integrity pact as per Annexure - II will be rejected.
11. In case of differences arising in the terms and conditions of the tender documents with the term(s), the decision of the SGB shall prevail.



12. Arbitration- All disputes and differences which may arise between the SGB and the Insurance Company shall be referred to Chairman of SGB through Independent External Monitor (IEM) and Chairman's decision shall be binding on all concerned.
13. SGB reserves the right to cancel or postpone the tenders at any stage without assigning any reason.
14. SGB may issue corrigendum to tender document before due date of submission of the bid. The bidder is required to read the tender document in conjunction with the corrigendum if any issued by SGB.
15. Winning Bidder shall ensure that the Policy is issued incorporating all the terms, conditions & coverage's as per the RFP (Annexure III).
16. **BID INTEGRITY:** Willful misrepresentation of any fact within the Bid will lead to cancellation of the contract without prejudice to other actions that the Bank may take. All the Bids with accompanying documents will become property of **Saptagiri Grameena Bank**.
17. **PRE-CONTRACT INTEGRITY BID (To be executed on Rs.100/- stamp paper):** Bidders shall submit Pre-Contract Integrity Pact (IP) along with the technical bid as per Annexure-II. Pre-Contract Integrity Pact is an agreement between the prospective bidders and the buyer committing the persons / officials of both the parties not to exercise any corrupt influence on any aspect of the contract.

Any violation of the terms of Pre-Contract Integrity Pact would entail disqualification of the bidders and exclusion from future business dealings.

The Pre-Contract Integrity Pact begins when both parties have legally signed it. Pre- Contract Integrity Pact with the successful bidder(s) will be valid till 12 months after the last payment made under the contract.

Pre-Contract Integrity Pact with the unsuccessful bidders will be valid 6 months after the contract is awarded to the successful bidder.

Adoption of Pre-Contract Integrity Pact

- The Pact essentially envisages an agreement between the prospective bidders and the Bank, committing the persons / officials of both sides, not to resort to any corrupt practices in any aspect / stage of the contract.



- Only those bidders who commit themselves to the above pact with the Bank, shall be considered eligible to participate in the bidding process.
 - ✓ The Bidders shall submit signed Pre-Contract integrity pact as per the Annexure-II.
 - ✓ Those Bids which do not contain the above are liable for rejection.
 - Bidders should disclose the payments to be made by them to agents / brokers or any other intermediary.
 - Bidders should disclose any transgressions with any other company that may impinge on the anti-corruption principle.
 - The Pre-Contract Integrity Pact in respect to this contract would be operative from the stage of invitation of the Bids till the final completion of the contract.
 - Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.
 - The Pre-Contract Integrity Pact Agreement submitted by the bidder during the Bid submission will automatically form the part of the Contract Agreement till the conclusion of the contract i.e. the final payment or the duration of the Warranty /Guarantee/AMC if contracted whichever is later.
 - Integrity Pact, in respect of a particular contract would be operative stage of invitation of bids till the final completion of the contract. Any violation of the same would entail disqualification of the bidders and exclusion from future business dealings.
 - Pre-Contract Integrity Pact shall be signed by the person who is authorized to sign the Bid.
18. The L-1 price will be determined on the basis of the Lowest base price quoted in the Price Bid and the L-1 bidder will be determined accordingly.
19. Bank reserves the right to negotiate/re-negotiate with the L-1 bidder(s).
20. If L-1 fails to execute the contract for any reason, the name of such bidder shall be kept under block list and shall not be allowed to participate in future works of the Bank. Subsequently the order will be allotted to the other



participant bidder, one who agrees to execute the contract at the rate quoted by the L-1 bidder.

21. The Name and Contact details of the Independent External Monitor (IEM) nominated by the Bank are as under:

Details of the Independent External Monitor (IEM) of the Bank (IEM to be refereed only in case of any dispute regarding tender process)	1. Shri. Dilip Vithoba Sonpipare Email: sonpiparedv@gmail.com Mobile: +91 9423118793 2. Shri. Ahmed Javed Email: ajtopcop@gmail.com Mobile: 9821058152
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Place: Chittoor

Date: 12-09-2024.




GENERAL MANAGER

Annexure I

To,
The General Manager,
Saptagiri Grameena Bank,
Head Office, #19-565/11,
3rd Floor, Sai Yashus,
Vellore Road,
CHITTOOR - 517 002 (AP).

Dear Sir,

Sub: Technical Bid Submission for Employees Deposit Linked Insurance (EDLI) Policy for Saptagiri Grameena Bank- Existing Staff.

Ref: Notice inviting Tender No. HO/HRM/03/2024-25 dated 12-09-2024.

With reference to the above, I/We hereby submit our Technical Bid for “**Employees Deposit Linked Insurance (EDLI) Policy**” for SGB Existing staff members.

I/We hereby reconfirm and declare that, I/We have carefully read and understood all the RFP i.e. Annexure-III and agree to all of them in totality including issued corrigendum if any.

We confirm that, we have obtained all the necessary approvals from the competent authorities of our Company to participate in the bidding process.

Thanking you,

Yours faithfully,

(Signature of the Tenderer)

Name: _____

Stamp:

Mobile No. _____

Annexure-II

INTEGRITY PACT

Between

Saptagiri Grameena Bank hereinafter referred to as “The Bank”

and

..... Hereinafter referred to as “The Bidder/Contractor”

Ref. No.: _____

The Bank intends to award, under laid down organizational procedures, contract/s to avail Bankers Indemnity Insurance Policy for the FY 2024-25. The Bank values full compliance with all relevant laws of the land, rules, regulations, economic use of resources and of fairness / transparency in its relations with its Bidders(s) and/ or Contractor(s).

In order to achieve these goals, the Bank will appoint an independent External Monitor (IEM), who will monitor the tender process and the execution of the contract for compliance with the principles mentioned above.

Section 1 - Commitments of the Bank

1. The Bank commits itself to take all measures necessary to prevent corruption and to observe the following principles:

- a. No employee of the Bank, personally or through family members, will in connection with the tender for, or the execution of a contract, demand, take a promise for or accept, for self or third person, any material or immaterial benefit which the person is not legally entitled to.
 - b. The Bank will, during the tender process treat all Bidder(s) with equity and reason. The Bank will in particular, before and during the tender process, provide to all Bidder(s) the same information and will not provide to any Bidder(s) confidential / additional information through which the Bidder(s) could obtain an advantage in relation to the tender process or the contract execution.
 - c. The Bank will exclude from the process all known prejudiced persons.
 - d. Undertaking by the authority that officials won't demand or accept bribes, kickbacks, gifts, facilitation payments, etc., with appropriate administrative, disciplinary, civil or criminal sanctions in case of violation.
2. If the Bank obtains information on the conduct of any of its employees which is a criminal offence under the IPC/PC Act, or if there be a substantive suspicion in this regard, the Bank will inform the Chief Vigilance Officer (CVO) and in addition can initiate disciplinary actions.

Section 2 - Commitment of the Bidder(s)/Contractor(s)

1. The Bidder(s) / Contractor(s) commit themselves to take all measures necessary to prevent corruption. He commits himself to observe the following principles during his participation in the tender process and during the contract execution.
 - a. The Bidder(s) / Contractor(s) will not, directly or through any other person or firm, offer, promise or give to any of the Bank's employees involved in the tender process or the execution of the contract or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever during the tender process or during the execution of the contract.
 - b. The Bidder(s) / Contractor(s) will not enter with other Bidders into any undisclosed agreement or understanding, whether formal or informal. This applies in particular to prices, specifications, certifications, subsidiary contracts, submission or non-submission of bids or any other

actions to restrict competitiveness or to introduce cartelization in the bidding process.

- c. The Bidder(s) / Contractor(s) will not commit any offence under the relevant IPC/PC Act: further, the Bidder(s) / Contractor(s) will not use improperly, for purpose of competition or personal gain, or pass on to others, any information or documents provided by the Bank as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.
- d. The Bidder(s) / Contractor(s) of foreign origin shall disclose the name and address of the Agents / Representatives in India, if any. Similarly, the Bidder(s)/Contractor (s) of Indian Nationality shall furnish the name and address of the foreign principals, if any. Further, as mentioned in the “Guidelines on Indian Agents of Foreign Suppliers” shall be disclosed by the Bidder(s) / Contractor(s). Further as mentioned in the Guidelines, all the payments made to the Indian Agent / Representative have to be in Indian Rupees only. Copy of the “Guidelines on Indian Agents of Foreign Suppliers” is placed at Annexure.
- e. The Bidder (s) / Contractor (s) will, when presenting his bid, disclose any and all payments he has made, is committed to or intends to make to agents, brokers or any other intermediaries in connection with the award of the contract.
- f. Bidders shall not approach the Courts while representing the matters to IEMs and he / she will await the decision in the matter.
- g. Undertaking by each bidder that it has not paid and will not offer or pay any bribes, kickbacks, facilitation payments, gifts, etc., in order to obtain or retain a contract; along with the appropriate contractual, administrative civil or criminal sanctions in case of violation
- h. An undertaking by each bidder that it has not colluded and will not collude with other bidders in order to rig or influence the tender process in any way
- i. An undertaking by each bidder to disclose to the authority and the monitor all payments made, or promised, in connection with contract in question to anybody (including agents and other middlemen). This refers

to payments made directly as well as indirectly through family members, etc.

- j. The explicit acceptance by each bidder that the no-bribery commitment and the disclosure obligation as well as the corresponding sanctions, remain in force for the winning bidder until the contract has been fully executed.
 - k. The explicit acceptance by each bidder that it will have to provide the same IP undertakings from all its subcontractors and joint-venture partners.
3. The Bidder (s) / Contractor (s) will not instigate third persons to commit offences outlined above or be an accessory to such offences.
4. The Bidder(s) / Seller(s) shall ensure compliance of the provisions of this Integrity Pact by its sub-supplier(s) / sub-contractor(s), if any. Further, the Bidder / Seller shall be held responsible for any violation/breach of the provisions by its sub-supplier(s) / sub-contractor(s).

Agents / Agency Commission:

The Seller/Bidder confirms and declares to the buyer that the Seller/Bidder is the original manufacturer or authorized distributor / stockist of original manufacturer or Govt. Sponsored / Designated Export Agencies (applicable in case of countries where domestic laws do not permit direct export by OEMS) of the stores and / or Services referred to in this tender/offer / contract / Purchase order and has not engaged any individual or firm, whether Indian or Foreign whatsoever, to intercede, facilitate or in any way to recommend to Buyer or any of its functionaries, whether officially or unofficially, to the award of the tender / contract / purchase order to the Seller/Bidder; nor has any amount been paid, promised or intended to be paid to any such individual or firm in respect of any such intercession, facilitation or recommendation. The Seller/Bidder agrees that if it is established at any time to the satisfaction of the Buyer that the present declaration is in any way incorrect or if at a later stage it is discovered by the Buyer that the Seller/Bidder has engaged any such individual/firm, and paid or intended to pay any amount, gift, reward, fees, commission or consideration to such person, party, firm or institution, whether before or after the signing of this contract / purchase order, the Seller/Bidder will be liable to refund that amount to the Buyer. The Seller will also be debarred from participating in any RFP / Tender for new projects /program with Buyer for a minimum period of five years. The Buyer will also have a right to consider cancellation of the Contract / Purchase order either wholly or in part, without any entitlement or compensation to the Seller/Bidder who shall in such event be liable

to refund agents /agency commission payments to the buyer made by the Seller/Bidder along with interest at the rate of 2% per annum above LIBOR (London Inter-Bank Offer Rate) (for foreign bidders) and Base Rate of SBI (State Bank of India) plus 2% (for Indian bidders). The Buyer will also have the right to recover any such amount from any contracts / Purchase order concluded earlier or later with Buyer.

Section 3 - Disqualification from tender process and exclusion from future contracts

If the Bidder (s) / Contractor (s), before award or during execution has committed a transgression through a violation of Section 2, above or any other form such as to put his reliability or creditability in question, the Bank is entitled to disqualify the Bidder (s) / Contractor (s) from the tender process.

Section 4 - Compensation for Damages

1. If the Bank has disqualified the Bidder(s) from the tender process prior to the award according to Section 3, the Bank is entitled to demand and recover the damages equivalent to Bid Security and this bid security will be forfeited.
2. If the Bank has terminated the contract according to Section 3, or if the Bank is entitled to terminate the contract according to Section 3, the Bank shall be entitled to demand and recover from the Contractor liquidated damages equivalent to the amount of the contract value.

Section 5 - Previous Transgression

1. The Bidders declares that no previous transgressions occurred in the last three years with any other Company in any country conforming to the anti-corruption approach or with any other Public Sector Enterprises in India that could justify his exclusion from the tender process.
2. The Bidder agrees that if he makes incorrect statement on this subject, bidder is liable to be disqualified from the tender process or the contract, if already awarded, is liable to be terminated for such reason.
3. The imposition and duration of the execution of the bidder will be determined by the bidder based on the severity of transgression.
4. The Bidder/Contractor acknowledges and undertakes to respect and uphold the Bank absolute right to resort to and impose such exclusion.

5. Apart from the above, the Bank may take action for banning of business dealings / holiday listing of the Bidder/ Contractor as deemed fit by the Bank.
6. If the Bidder/Contractor can prove that he has resorted/recouped the damage caused by him and has implemented a suitable corruption prevention system, the Bank may, at its own discretion, as per laid down organizational procedures, revoke the exclusion prematurely.

Section 6 - Equal treatment of all Bidders / Contractors / Sub-Contractors

1. The Bidder(s)/Contractor(s) undertake(s) to demand from all sub-contractors a commitment in conformity with this Integrity Pact, and to submit it to the Bank before contract signing. The Bidder(s)/Contractor(s) shall be responsible for any violation(s) of the principles laid down in this agreement/Pact by any of its Sub-contractors/Sub-bidders.
2. The Bank will enter into agreement with identical conditions as this one with all Bidders/Contractors.
3. The Bank will disqualify from the tender process all bidders who do not sign this Pact or violate its provisions.

Section 7 - Criminal charges against violating Bidder(s) / Contractor(s) / Sub contractor(s)

If the Bank obtains knowledge of conduct of a Bidder, Contractor or Sub-contractor or of an employee or a representative or an associate of a Bidder, Contractor or Sub-contractor which constitutes corruption, or of the Bank has substantive suspicion in this regard, the Bank will inform the same to the Chief Vigilance Officer.

Section 8 - Independent External Monitor / Monitors

1. The Bank appoints competent and credible Independent External Monitor for this Pact. The task of the Monitor is to review independently and objectively, whether and to what extent the parties comply with the obligations under this agreement.
2. The Monitor is not subject to instructions by the representatives of the parties and performs his functions neutrally and independently. It will be obligatory for him to treat the information and documents of the Bidders/Contractors as confidential. He reports to the Authority designated by the Bank.
3. The Bidder(s)/Contractor(s) accept that the Monitor has the right to access without restriction to all Project documentations of the Bank

including that provided by the Contractor. The Contractor will also grant the Monitor, upon his request and demonstration of a valid interest, unrestricted and unconditional access to his project documentation. The same is applicable to Subcontractors. The Monitor is under contractual obligation to treat the information and documents of the Bidders) / Contractors(s) / Sub-contractors(s) with confidentiality.

4. The Bank will provide to the Monitor sufficient information about all meetings among the parties related to the Project provided such meetings could have an impact on the contractual relations between the Bank and the Contractor. The parties offer to the Monitor the option to participate in such meetings.
5. As soon as the Monitor notices, or believes to notice, a violation of this agreement, he will so inform the Management of the Bank and request the Management to discontinue or take corrective action, or to take other relevant action. The Monitor can in this regard submit non-binding recommendations. Beyond this, the Monitor has no right to demand from the parties that they act in a specific manner, refrain from action or tolerate action.
6. The Monitor will submit a written report to the Authority designated by the Bank, within 8 to 10 weeks from the date of reference or intimation to him by the Bank and, should the occasion arise submit proposals for correcting problematic situations.
7. If the Monitor has reported to Authority designated by the Bank, a substantiated suspicion of an offence under relevant IPC/PC Act, and the Authority designated by the Bank has not, within the reasonable time taken visible action to proceed against such offence or reported it to the Chief Vigilance Officer, the Monitor may also transmit this information directly to the Central Vigilance Commissioner.
8. The word '**Monitor**' would include both singular and plural.

Section 9 - Pact Duration

This pact begins when both parties have legally signed it. It expires for the Contractor 12 months after the last payment under the contract, and for all other Bidders 6 months after the contract has been awarded on whomsoever it may be.

If any claim is made/lodged during this time, the same shall be binding and continue to be valid despite the lapse of this pact as specified above, unless it is discharged/determined by the Bank.

Section 10 - Examination of Books of Accounts

In case of any allegation of, violation of any provisions of this Integrity Pact or payment of commission, the Bank or its agencies shall be entitled to examine the Books of Accounts of the Bidder and the Bidder shall provide necessary information of the relevant financial documents in English and shall extend all possible help for the purpose of such examination.

Section 11 - Other provisions

1. This agreement is subject to Indian Law, Place of performance and jurisdiction is the Head Office of the Bank, i.e., Chittoor.
2. Changes and supplements as well as termination notices need to be made in writing. Side agreements have not been made.
3. If the Contractor is a partnership or a Consortium, this agreement must be signed by all partners or Consortium members. In case of a Company, the Pact must be signed by a representative duly authorized by Board resolution.
4. Should one or several provisions of this agreement turn out to be invalid, the reminder of this agreement remains valid. In this case, the parties will strive to come to an agreement to their original intentions.
5. In the event of any contradiction between the Integrity Pact and its Annexure, the Clause in the Integrity Pact will prevail.
6. Any dispute or difference arising between the parties with regard to the terms of this Agreement/Pact, any action taken by the Bank in accordance with this Agreement / Pact or interpretation thereof shall not be subject to arbitration.

Company Code of Conduct

Bidders / Sellers are also advised to have a company code of conduct (clearly rejecting the use of bribes and other unethical behaviour) and a compliance program for the implementation of the code of conduct throughout the company.

Sanctions for Violation

If the Bidder(s)/Seller(s), before award or during execution has committed a transgression through a violation of Clause 5, above or in any other form such as to put his reliability or credibility in question, the Buyer is entitled to disqualify the

Bidder(s)/ Seller(s) from the tender process or take action as per the procedure mentioned here in below:

- i. To disqualify the Bidder/Seller with the tender process and exclusion from future contracts.
- ii. To debar the Bidder/Seller from entering into any bid from Buyer for a period of two years.
- iii. To immediately cancel the contract, if already signed / awarded without any liability on the Buyer to compensate the Bidder/ Seller for damages, if any. Subject to Clause5, any lawful payment due to the Bidder/Seller for supplies effected till date of termination would be made in normal course.
- iv. To encash EMD / Advance Bank Guarantees / Performance Bonds / Warranty Bonds, etc. which may have been furnished by the Bidder / Seller to the extent of the undelivered Stores and / or Services.

If the Buyer obtains knowledge of conduct of a Bidder/ Seller or of an employee or a representative or an associate of a Bidder / Seller which constitutes corruption, or if the Buyer has substantive suspicion in this regard, the Buyer will inform to its Chief Vigilance Officer.

Compensation for Damages

If the Buyer has disqualified the Bidder(s) / Seller(s) from the tender process prior to the award according to Clause 8, the Buyer is entitled to demand and recover the damages equivalent to Earnest Money Deposit in case of open tendering.

If the Buyer has terminated the contract according to Clause 8, or if the Buyer is entitled to terminate the contract according to Clause 8, the Buyer shall be entitled to encash the advance bank guarantee and performance bond/ warranty bond, if furnished by the Bidder / Seller, in order to recover the payments, already made by the Buyer for undelivered Stores and / or Services.

Price Fall Clause

The Bidder undertakes that it has not supplied/ is not supplying same or similar product/systems or subsystems at a price lower than that offered in the present Bid in respect of any other Ministry / Department of the Government of India or PSU or Coal India Ltd and its subsidiaries during the currency of the contract and if it is found at any stage that same or similar product / Systems or Subsystems was supplied by the Bidder to any other Ministry / Department of the Government of

India or a PSU or any Public Sector Bank at a lower price during the currency of the contract, then that very price will be applicable to the present case and the difference in the cost would be refunded by the Bidder to the Buyer, if the contract has already been concluded.”

The parties hereby sign this Integrity Pact aton

(For & On behalf of the Bank)

(For & On behalf of bidder/Contractor)

(Office Seal)

(Office Seal)

Place _____
Date _____

Place _____
Date _____

Witness 1:
(Name & Address) _____

Witness 1:
(Name & Address) _____

Witness 2:
(Name & Address) _____

Witness 2:
(Name & Address) _____

Request for Proposal (RFP)

Sl. No.	Scope of Work	Bidder Compliance (Yes/No)						
1	Employees' Deposit Linked Insurance Policy to be offered for a period of One year. (Period from 01.10.2024 to 30.09.2025)							
2	The policy should cover all the employees of the Bank who have joined / will join the Bank on or after the inception of the policy by passing an endorsement. Bank shall have a right to add or exclude any Employees from the coverage. Additional premium, if any, due to such additions of any Employees will be calculated on pro-rata basis and the same will be advised to the Bank periodically. Similarly, for any deletion from the coverage, Bank would inform and the premium would be pro-rated/recalculated. Such information will be provided on a monthly basis.							
3	The minimum and maximum age of the employees will be 18 years and 60 years (up to the last day of month of superannuation) respectively. Further, employees who have ceased to be in services of the Bank during the Policy period due to Superannuation/VRS shall be covered till the expiry of the policy.							
4	The claim in case of a newly appointed recruit should not be rejected merely on the ground that addition intimation was missed out to the insurance company when there is a sufficient CD balance maintained by the insured.							
5	The policy should cover all kinds of death including but not limited to natural death, accidental death, suicidal death, and death due to any illness including COVID and any other new pandemic/epidemic may arise in future days results in death, death due to pre-existing illness including critical illness will also be covered.							
6	The member employees should be covered without individual good health certificate and claims should be settled accordingly. In case of death claim, 100% of capital sum insured should be paid as per Sl. no.7 of Annexure - III.							
7	Insurance coverage is as under i.e. Sum Insured: <table><tr><td>Officers</td><td>Rs.7,02,000/-</td></tr><tr><td>Office Assistants</td><td>Rs.7,02,000/-</td></tr><tr><td>Office Attendants</td><td>Rs.7,02,000/-</td></tr></table>	Officers	Rs.7,02,000/-	Office Assistants	Rs.7,02,000/-	Office Attendants	Rs.7,02,000/-	
Officers	Rs.7,02,000/-							
Office Assistants	Rs.7,02,000/-							
Office Attendants	Rs.7,02,000/-							

8	Payment of claim should be settled within 21 days from the date of submission of all claim's documents, including clarifications.	
9	The settlement of the claims shall be done to the nominee(s) as provided by the Bank. If there is no nomination as per Bank records; the claim shall be settled to the legal heirs	
10	The selected bidder should release the payment of claim to the claimant through the Bank on submission of attested copy of death certificate and claim form and other relevant documents	
11	Waiting period of any nature to be waived off.	
12	Dedicated Helpline Number/s or SPOC Support on call to be provided for any query from the employee.	
13	Actively at Work Clause "has to be waived off"	
14	The Policy should be a worldwide cover and it should be 24*7 cover	
15	The Aggregate limit on claim settlement for a single incident should not be applied.	
16	The policy should allow the insured to report / intimate / submission of claim for 1- year period from the date of incident and no claim can be rejected on account of delay on intimation of claims or submission of claim documents.	
17	Claims should be settled: <ul style="list-style-type: none"> ➤ If death occurred during policy period but, reported after the expiry of the policy. ➤ Even though there is delay in submission of necessary documents 	

Note: Bidders must fully comply with the above requirements. Non-Compliance to any one of the above requirements leads to disqualification of the Bidder in the technical Bid.

Date:

Signature with Seal

Name:

Designation:

PRICE BID**For Employees Deposit Linked Insurance (EDLI) Policy for the Existing Staff**

Ref. No.: _____

Date: _____

We hereby declare and submit the Final Quote for your **Employees Deposit Linked Insurance (EDLI) Policy** as per your tender dated 12.09.2024

I/We hereby reconfirm and declare that I/ We have carefully read and understood all the RFP in Annexure-III and agree to all of them in totality including issued corrigendum if any.

We confirm we have all the necessary approvals from the competent authorities of our Company to participate in the bidding process.

Sl. No.	Particulars	Premium rate per thousand	Premium Amount (Excl. GST)	GST for Column A		Total Premium Amount (Incl. of GST)
				GST %	GST Amt. (in Rupees)	
				A	B	C
1.	Employees' Deposit Linked Insurance covered to Saptagiri Grameena Bank Employees.					

Total Premium Amount (inclusive of GST) - Amount

In Words Rupeesonly

We hereby agree that the premium quoted here in has been at taking into considerations all terms and conditions of the RFP and all necessary internal approvals and processes being adhered. We confirm that the Bank shall not be put under any inconvenience in the event of any wrong calculations of premium on interpretation of terms and conditions on our part or any internal approval processes not being complied. In such an instance the cost and consequences shall be the sole responsibility of ours.

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

Date:

Signature with Seal

Name

Designation: