



**NOTIFICATION OF TENDER DOCUMENT FOR GROUP MEDICAL INSURANCE COVER
POLICY FOR EXISTING EMPLOYEES AND POST-RETIREMENT MEDICAL POLICY
FOR EMPLOYEES SUPERANNUATED FROM SERVICES AT PETRONET LNG LIMITED
NEW DELHI**

Petronet LNG Limited, a company with its registered office at World Trade Centre, 1st Floor, Babar Road, Barakhamba Lane, New Delhi, 110 001, India, incorporated in April, 1998 under the provisions of the (Indian) Companies Act, 1956 (“**PLL**” or the “**Company**”) and promoted by Bharat Petroleum Corporation Limited (“**BPCL**”), GAIL (India) Limited (“**GAIL**”), Indian Oil Corporation Limited (“**IOCL**”) and Oil & Natural Gas Corporation Limited (“**ONGC**”), is engaged in the business of import, storage, regasification and marketing of Liquefied Natural Gas in India. Its shares are listed on the Bombay Stock Exchange and the National Stock Exchange of India

The company invites bids under single stage two-bid system for Group Medical Insurance Cover Policy for Existing Employees and Post-Retirement Medical Policy for Employees Superannuated from the Services at Petronet LNG Limited, New Delhi to submit their bid in accordance with Tender Document (**PLLDELHR000372024**).

For selection of bidders, Eligibility Criteria is described below. The Bidder should meet the following Techno Commercial Criteria and any Bidder not meeting the same will be rejected.

Bid Eligibility Criteria (BEC)

The interested bidder should meet the following technical and financial qualifying criteria.

#	Parameters	Supporting Documents
1	The bidder must have non-life Insurer accreditation with IRDAI in India for last five consecutive years, which is valid as on bid submission date.	<i>Bidders to submit IRDAI Renewal Fees Payment Slip of last five years duly certified by the Authorized Signatory.</i>
2	The bidder must have placed at least one Group Medical Insurance Cover Policy as Insurer having the following characteristics: a. Policy period of minimum 12 months; and b. Minimum Sum Insured of INR 170 Crore; and c. Minimum number of persons insured (including dependent) 2700; and d. Issued in any of the last three financial year (i.e. FY 2021-22, FY 2022-23 & FY 2023-24).	<i>Bidder to submit copy of the insurance policy on the basis of which qualification sought, duly certified/attested by Notary Public with legible stamp.</i>

3	Net worth of the bidder for the last audited financial year (i.e FY 2023-24) must be positive. <i>(Net worth appearing in the annual accounts of the bidder shall be considered).</i>	<i>Bidder to submit Certificate duly certified by Chartered Accountant in Practice in the form attached as Exhibit 2.</i>
4	Gross direct premium (GDP) in any one of preceding three audited financial years (i.e., FY2021-22, FY2022-23 & FY 2023-24) received out of Indian operations from health segment should be more than INR 170 Crore. <i>(Gross premium as appearing in the annual accounts shall be considered).</i>	<i>Bidders to submit a certificate from Chartered Accountant in practice as per Exhibit 2.</i>
5	Gross total premium in any one of preceding three audited financial years (i.e., FY2021-22, FY2022-23 & FY 2023-24) received out of Indian operations should be more than INR 2000 Crore. <i>(Gross premium as appearing in the annual accounts shall be considered).</i>	<i>Bidders to submit a certificate from Chartered Accountant in practice as per Exhibit 2.</i>

Note:

1. PLL reserves the right to call for any further information that it deems necessary. In case, the Company finds the submitted information to be false / forged / misleading in any manner, the bidder is liable to be put on a holiday for a three-year period.

General Instructions

For participation bidders can collect the Tender Document as per details provided below:

1.	Tender Name of work	Tender for Group Medical Insurance Cover for Existing and Retired Employees of Petronet LNG Limited 2024-25
2.	Tender No. And Date	PLLDELHR000372024
3.	Type of Bidding System	Open/Single Stage Two-bid
4.	Job Completion Period	Insurance Policy to be issued for the period 11 th September, 2024, 0000 HRS to 10 th September 2025, 2400 hours (both days inclusive).
5.	Site Location	Petronet LNG Limited, New Delhi Office.

6.	Bidding Document fee/Tender fee (non- refundable)	INR 1,000- (Indian Rupees One Thousand Only)
7.	Place of issue of Bid Document	<p>PLL shall issue one (1) soft copy of the tender document after receipt of requisite tender fees. Tender shall be emailed on any working day from the address given below from 10:00 hrs up to (17:00 hrs) from 13/08/24 to 02/09/24.</p> <p>Petronet LNG Limited 1st Floor World Trade Centre Babar Road, Barakhamba Lane, New Delhi-110001 <u>Tel. No. 011-23472525,</u> Email: cnp@petronetlng.in</p>
8.	Mode of payment of Tender fee	<p>The Bidder should submit Tender Fee through Demand draft payable to Petronet LNG Limited, New Delhi or through online banking at below PLL account details:</p> <p>Beneficiary Name : Petronet LNG limited Account Number : PLLDELHR000372024 Bank Name : HDFC Bank Ltd. Branch Name : K G Marg, Delhi IFSC Code : HDFC0000003</p> <p>Note: Payment shall not be made via IMPS</p>
9.	Last Date/Time of Submission of Bids	On or before September 03, 2024 (1500 Hrs.)
10	Last date for submission of Query	<p>On or before August 20, 2024 (1500 Hrs) (Through email on cnp@petronetlng.in)</p> <p><i>Bidders to note that PLL shall not consider or be obligated to respond to any query(ies) submitted after the query submission date and time.</i></p>
11	Date & time for Pre-Bid Meeting	<p>1500 hrs on August 22, 2024</p> <p>The Pre-Bid Meeting shall be conducted online, any Bidder interested in attending the Pre-Bid meeting has to send its written request through email on cnp@petronetlng.in on or before August 21, 2024 (1400 Hrs.). PLL will send the link for joining the meeting accordingly.</p>

12	Tender Issuing / Receiving Authority	Sr. Manager (C&P) Petronet LNG Limited 1st Floor World Trade Centre Babar Road, Barakhamba Lane, New Delhi-110001 Tel. No. 011-23472525, Email: cnp@petronetlng.in
13	Mode of Bid submission	Physical submission (in hard copy) as per clause 4 of the ITB at the address given below: Petronet LNG Limited 1 st Floor World Trade Centre Babar Road, Barakhamba Lane, New Delhi-110001

- The Bidding Document is non-transferable, except from an entity to its promoters or vice-versa and would have to be necessarily procured by the Bidding Company.
- The Bidding Document will be sold on receipt of application along with requisite Tender fee. No tender documents will, however, be sold / issued to the bidders who are on holiday by PLL (if any). If the documents were issued inadvertently / downloaded from website, offers submitted by such bidder shall not be considered if the bidder is on holiday as stated above on the due date of Bid submission, Offer/ proposal from such bidder shall be returned. The above is with prejudice to other rights of PLL.
- Any revision, Addendum, time extension, etc. to this Tender Document will be hosted on the above-mentioned website(s). Bidders are requested to visit the website regularly and keep themselves updated.
- PLL reserves the right not to issue the RFP document and/or accept or reject any or all the proposals at any stage of the process and/or annul / modify the process without assigning any reasons at its sole discretion.

Contact details are given below:

Ashutosh Varma
Sr. Manager (C&P)
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