



**THE GUNTUR DISTRICT CO-OPERATIVE CENTRAL BANK LTD.,
ADMINISTRATIVE OFFICE, GUNTUR**

E-Tnder Ref.No:GDCCB/Estt/E TENDER/2025-26

Date:11-08-2025.

Sub: Guntur DCCB - E-Procurement of Term Group Insurance policy to our Bank Employees - for one year. Quotations called for the policy within the Guntur, Palnadu and Bapatla Districts-Reg.	
Guntur DCCB invites quotations for Group Term insurance Policy of Employees within the Guntur, Palnadu and Bapatla Districts	
1. Last date and time for receipt of bids:	- 25-08-2025, 5.00 PM
Date and Time for opening of bids:	- 26-08-2025, 12.00 Noon
(apetrocurement gov.in server time will only be considered)	
2. The bidder should submit their bids on e-procurement website www.apetrocurement.gov.in and upload all the required formats and documents as mentioned in the tender document.	
3. <u>The salient features of the Scheme are as under.</u>	
a. No. of Employees: 293	
b. provide life cover to the member, by paying a lump sum (Rs. 25.00 Lakhs) benefit to the beneficiary in case of risk of an employee .	
c. Insurance should cover 24 hours a day, anywhere in the world and any type of death, All pre existing diseases shall be covered.	
d. New joiners are to be covered from date of Joining with the same premium.	
e. The policy should be in force with immediate effect ie from the date of premium for one year.	
f. There shall not be any exclusion or waiting period	
4. <u>PERIOD OF INSURANCE:</u>	
Will be one year from date of payment of premium (However the new policy to be effective from 04.09.2025 to 03.09.2026).	
Hence we request to offer your rate of premium inclusive of GST for all our total bank employees in e-quotation form on or before 5.00 P.M. on 25-08-2025 .	
5. Pre-qualification criteria are eligible to Bid	
Only IRDA Approved public, private and co-operative insurance companies and also having their offices established since last 3 years in Guntur District are only eligible to bid. (Authorization Certificate from IRDA Should be mandatory)	
6. GSTN No: GST Registration certificate, PAN No: Copy of PAN Card are to be furnished along with enclose for submission of quotation	
7. Earnest Money Deposit (EMD) (Refundable)	
The bidder should Pay the EMD for an amount of Rs. 10,000/- (Ten Thousand). Through online mode in the Ap-etrocurement portal. The scanned copy of EMD should be uploaded along with the tender documents.	
8. Transaction Fee:	
As per e-procurement portal terms and Conditions	
9. Bid submission On Line:	
Bidders are requested to submit the bids after issue of amendments/clarifications duly considering the changes made if any. Bidders are totally responsible for incorporating/complying the changes /amendments issued if any, before bid submission time & date. Bids shall be submitted online on www.apetrocurement.gov.in platform	

- a. The participating bidders in the tender should register themselves free of cost on e- procurement platform in the website www.apecurement.gov.in.
- b. Bidders can log-in to e-procurement platform in Secure mode only by signing with the Digital certificates.

10. Bids Not Considered For Evaluation

Bids those are rejected during the bid evaluation process shall not be considered for further evaluation, irrespective of the circumstances.

11. Bank reserves the right to accept or reject any or all the bids without assigning any reasons thereof and to add, modify or delete any of the terms and conditions without any notice.

12. Conditional bids not acceptable and liable for rejection.

13. Any deviation in submission of Bid as per the formats may make the bid liable for rejection. Bank reserves the right to modify / extend / cancel the tender at any point of time without giving any prior notice / any reasoning.

Rejection of Bid: A bid that does not meet all pre-qualification criteria or is not responsive shall be rejected by Bank and may not subsequently be made responsive by correction or withdrawal of the non-conforming deviation or reservation by the bidder.

Clarification of Bids:

To assist in the evaluation, comparison and an examination of bids, Bank may, at its sole discretion, ask the Bidder for a clarification of its bid including break up of rates. The request or clarification and the response shall be in writing. If the response to the clarification is not received before the expiration of deadline prescribed in the request, Bank reserves the right to make its own reasonable assumptions at the total risk and cost of the bidder.

Details of the Employees

Age in Years	19-25	26-30	31-35	36-40	41-45	46-50	51-55	56-60	61-62	TOTAL
Employees	4	54	70	58	22	23	28	30	4	293



Yours Sincerely,

Chief Executive Officer
The Guntur District Cooperative Central Bank Ltd.,
Tenali.