

NOIDA METRO RAIL CORPORATION LTD.



**Block III, 3rd Floor, Ganga Shopping Complex, Sector 29, Noida
20101, Distt. Gautam Budh Nagar, Uttar Pradesh, Ph: 0120-
4344483/84**

**Website: www.nmrcnoida.com CIN:U60231UP2014SGC066849
GSTIN: 09AAECN8020C1ZR**

**TENDER NO.NMRC/FINANCE/INSURANCE
BROKER/01/2020**

**Expression of Interest for Insurance Broker cum Advisor
for NMRC Ltd.**

General Information Background

a. Noida and Greater Noida are being developed as the satellite towns to Delhi/NCR and more and more people from Delhi and other areas are shifting to these towns in search of fresh air, greenery and better infrastructure. There is a need of providing an efficient, reliable and comfortable transportation system for the population intending to settle in these towns and also the public coming to these areas for education, service and business.

b. Noida Metro Rail Corporation Limited is a Special Purpose Vehicle (SPV) formed by Govt. of India and Govt. of Uttar Pradesh for planning and executing urban transport projects in Noida, Greater Noida regions under 50:50 equity sharing model. The Corporation desires to provide a world-class Public Transportation System with state-of-the-art technology. As such, the overarching criterion for setting up of the Corporation is to help create an efficient, safe, reliable, economical and affordable public transport system. Noida Metro Rail Corporation is also engaged in providing City Bus Operation Service in Noida and Greater Noida region.

c. An elevated metro line between Noida and Greater Noida has been operational since 26th January, 2019

d. NMRC has been obtaining insurance cover for its moveable & immovable assets as well as for covering risks due to accidents for passengers, own damage & public liabilities. With a view to assist in the assessment & to carry out gap analysis for the various insurance policies & to optimize the insurance cover, NMRC intends to appoint an IRDA licensed insurance broker cum advisor (duly licensed under the composite license category) for handling the insurance portfolio and advise on emerging risk issues.

e. NMRC invites E-Bids for selection of Insurance Broker cum advisor who would deal with the insurance companies strictly as per IRDA regulations & do nothing that is disallowed as per the IRDA regulations and have full transparency in its conduct.

f. NMRC will shortlist the Bidders on the basis of evaluation criteria mentioned in this RFP Document. On the basis of the minimum evaluation criteria, qualified Bidders will be shortlisted

g. About Metro Locations

The metro corridor is 29.7 km long and is known as Noida Greater Noida Metro Rail Corridor. It comprises 21 metro stations starting from Sector 51 in Noida and ends up at Depot Station in Greater Noida. The map is in Appendix 1: Metro Alignment with the list of NMRC stations.

Communication

All communications should be addressed to GM (Finance)
Noida Metro Rail Corporation (NMRC) Limited Block-III, 3rd Floor, Ganga Shopping Complex,
Sector-29, Noida -201301 District Gautam Budh Nagar, Uttar Pradesh
Email: acnmrc@gmail.com

Appendix 1

Metro Alignment at a glance



List of Stations

S.NO.	Name of the Station
1.	Sector 51 Station
2.	Sector 50 Station
3.	Sector 76 Station
4.	Sector 101 Station
5.	Sector 81 Station
6.	NSEZ Station
7.	Sector 83 Station
8.	Sector 137 Station
9.	Sector 142 Station
10.	Sector 143 Station
11.	Sector 144 Station
12.	Sector 145 Station
13.	Sector 146 Station
14.	Sector 147 Station
15.	Sector 148 Station
16.	Knowledge Park II Station
17.	Pari Chowk Station
18.	ALPHA I Station
19.	DELTA I Station
20.	GNIDA Office Station
21.	Depot Station

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NOTICE INVITING TENDER

Section: Brief of Insurance requirement

The Noida Metro Rail Corporation Ltd. invites offers/EOI by way of an open tender for selecting an insurance broker cum advisor from intending experienced and established Insurance brokers, holding license duly registered with IRDA, under the composite license category to advice on insurance portfolio of the company and assist in various insurance related matters.

Minimum Eligibility Criteria

1. This invitation to the EOI is open to well establish registered companies that are incorporated or registered under the Indian Companies Act, 1956/2013, Bidder to submit certified copies of Memorandum and AOA.
2. Insurance Broking companies must be registered/Issued License by Insurance Regulatory and Development Authority (IRDA) under “Composite” License category for a continuous period of at least 6 years as on 01.04.2020 & the license should be valid during the currency of the contract subject to IRDA guidelines, copies of relevant licenses to be submitted.(Produced Copy of License)
3. The Insurance Broking Firms should have a paid up capital of minimum INR 2.50 crore and average annual turnover/revenue of minimum INR 25 crore during the last three financial years i.e. 2016-17, 2017-18 & 2018-2019 from Indian operations & aggregate/gross turnover of INR 75 crore in last 3 financial years stated above. Certified copies of financial statement to be submitted along with certificate of turnover from statutory auditor/ Chartered Accountant.
4. Net worth of the company must be positive consecutively for the last 3 completed financial years’ up to 31.3.2019 duly certified by the Chartered Accountant along with stamped, membership number & UDIN Number.
5. The Broking company should have placed premium of at least INR 500 crores in the last preceding financial year i.e. 2018-2019 of which 300 crores should be in the Indian market. Documentary proof to be submitted.
6. The Broking Company should have been duly appointed by and should have successfully provided such services to at least 3 schedule 'A' PSU/Government companies/organizations during FY ending 2018-19, copies of appointment letters/ relevant documents to be submitted.
7. The applicant must have an office established anywhere in Delhi/NCR.

Dis-Qualification Criteria:

NMRC may at its sole discretion and at any time during the evaluation of proposal, disqualify any respondent, if the respondent has:

- a) Submitted the Proposal documents after the last date of submission.
- b) Made misleading or false representations in the forms, statements and attachments submitted in proof of the eligibility requirements.
- c) Failed to provide related clarifications, if required.

1.1 SUBMISSION OF TENDER

- 1.1 The intending tenderer must be registered on e-tendering portal <https://etender.up.nic.in/nicgep/app>. Those who are not registered on the e- tendering portal shall be required to get registered beforehand. After registration the tenderer will get user id and password. On login tenderer can participate in tendering process and can witness various activities of the process.
- 1.2 The authorized signatory of intending tenderer, as per Power of Attorney (POA), must have valid *class-III* digital signature. The tender document can only be downloaded or uploaded using Class-III digital signature of the authorized signatory.
- 1.3 Tender submissions will be made online after uploading documents as stated in the tender document.
- 1.4 NMRC reserves the right to accept or reject the bid in part or full, without assigning any reason whatsoever.
- 1.5 The offer of the Bidder shall be valid for a period of 3 months from the date of submission of Tender.
- 1.6 Information relating to the examination, clarification, evaluation, and recommendation for the selection of Applicants shall not be disclosed to any person who is not officially concerned with the process or is not a retained professional adviser advising NMRC in relation to matters arising out of, or concerning the Selection Process. NMRC shall treat all information, submitted as part of the Proposal, in confidence and shall require all those who have access to such material to treat the same in confidence. NMRC may not divulge any such information unless it is directed to do so by any statutory entity that has the power under law to require its disclosure or to enforce or assert any right or privilege of the statutory entity and/or the Authority or as may be required by law or in connection with any legal process.
- 1.7 Successful tenderer shall have to enter into detailed agreement with NMRC as per terms and conditions notified through the tender notice within five days of the issue of letter of acceptance.
- 1.8 Tenderer shall submit only one tender.

19 GENERAL TERMS & CONDITIONS

1. The tenders received after the stipulated tender submission date & time will be summarily rejected.
2. Bid will be opened on the date & time as specified in the Notice Inviting Tender.
3. Tenderer must fill up all the details as furnish all the required information as per the instructions given in various sections of the Tender Document. If the data provided by tenderer is found to be factually incorrect then the bid will be rejected and treated as non-responsive.
4. The Insurance cum broker Contract shall be governed by the Tariff / Rules / Regulations /Guidelines issued by IRDA.
5. NMRC reserves the right to accept or reject any or all proposals without assigning any reason. Bidder(s) shall have no cause of action or claim against NMRC for rejection of its / their proposal. NMRC's decision shall be final, conclusive and binding on Bidders
6. Canvassing in any form in connection with the tender is strictly prohibited and the tender submitted by the bidder who resorts to canvassing is liable to be rejected.
7. The successful bidder shall keep NMRC informed in case he opts to reinsure or in case of any retrocession. Such arrangement shall be bound by the terms and conditions agreed between the successful bidder and the NMRC. However successful tenderer is solely responsible to NMRC for the work awarded.
8. Letter of Acceptance, in duplicate shall be issued to the successful bidder, who will be required to return one copy of LOA to NMRC duly signed & stamped by the authorized signatory of the bidder, as an unconditional acceptance of the Letter of Acceptance, and the same shall be treated as unconditional, binding document.
9. The details as called for in the bidding document shall be filled and completed by the Bidders in all respect and shall be submitted with requisite information & documents.
10. All Bidders are hereby cautioned that Tender conditions need to be strictly complied with and that conditional offer with deviations from the conditions and other requirements stipulated anywhere in these document shall be rejected as non-responsive and will not be considered in tender evaluation and award of contract. Such decision of the Tender Committee shall be final.
15. The policy shall be interpreted as per the common English Language.

SCOPE OF WORK

GENERAL

Noida Metro Rail Corporation Ltd. (hereinafter referred to as NMRC) proposes to take insurance of Passengers / Public, Money, Assets / Properties / Trains for a period of one year.

The insurance cover will be for assets installed at all operative sections/installations/depots of NOIDA METRO including Head Office, All Stations & Depot.

TENURE

The period of appointment shall be One year from date of appointment or one policy year for the policies to be obtained in the year 2021 whichever is later. NMRC may however terminate the appointment at any time at its sole discretion by giving a notice of 30 days. Further, NMRC may at its sole discretion extend the appointment of the Insurance broker/advisor for further one year from the date of expiry of the original appointment based on satisfactory performance of the said insurance advisor cum broker, who shall have no right for any claim for any kind of compensation damages etc. due to such earlier termination of the appointment or non-extension of the same after the date of natural expiry of the appointment.

Non Discloser Agreement

The appointed broker cum advisor will be required to execute an agreement of confidentiality & non discloser as per the required format.

Scope of work

1 Review of existing Insurance Policies & Claims

- a. To assist in the identification of risk & advice on appropriate risk transfer mechanisms.
- b. Critical examination of the existing policies which are due for renewal in terms of Risk coverage, Fixation of sum insured, Rating, Clauses, Warranties, Condition, Excess etc.
- c. Where required, to develop customized cover to suit NMRC'S requirement
- d. Suggesting improvement thereon and executing the same during renewal of Insurance Policies
- e. Review and recommend additional / new insurance covers considering the nature of risk as assessed for NMRC
- f. To apprise of available insurance covers in domestic and international markets. Preparing risk notes and framing insurance tendering documents and finalizing the terms and condition thereof including but not limited to coverage, including add-on coverage, excess Monetary/Time, Policy clauses and warranties
- g. Review of existing claim lodge with insurance company pertain to previous years & speedy

settlement of the same.

- h. To assist in:
 - 1) Preparation of NIT bid document for Insurers
 - 2) Technical bid evaluation received from Insurers.
 - 3) Participate in discussion with the insurers in the pre-bid meeting.
- i. To assist in the placement and designing of the Insurance policies taking into consideration optimizing costs, enhancing coverage and ensuring compliance
- j. To assist in negotiating and finalizing the terms and condition of insurance optimizing cost, over, security and quality of service in accordance with laid down procedure of NMRC
- k. Scrutinizing the wording of the final policy documents to protect NMRC's interest in regards to claim settlement.

2 Claims Management

- a. Coordinating with insurers for immediate intimation and survey. Resolving various queries of insurers /surveyors during claim processing
- b. Guidance in relation to interpretation of policy wording/conditions, warrant times, deductibles etc. during claims processing
- c. To assist in verification of documentation as required by insurer / surveyor in pursuit of claim settlement
- d. Coordinating with Insurance Companies, surveyors etc. for prompt settlement of claims
- e. To assist NMRC in settling the insurance claim from Insurance Company in reasonable time limit as mutually agreed
- f. To arrange for submission of quarterly report on claim settlement status and pending issues

3 Other Services

- a. Assisting NMRC in identifying any emerging risk issues, taking any new Insurance Policies etc.
- b. Technical assistance in any Insurance Policies, as and when required.
- c. Keeping NMRC informed of the latest regulations and guidelines and other notable market developments.
- d. Advising NMRC, from time to time, on developments in the insurance industry having impact on the company.
- e. To conduct training programs for our executives to explain in detail about the Covers taken, insurance administration and claims.
- f. To engage relevant stakeholders within NMRC for risk improvement measures & sharing feedback of such exercises.

Remuneration

The appointed broker shall/should confirm that Insurance broking services will be at no direct cost/free of cost to NMRC, who shall not pay any kind of brokerage/fees/remuneration etc for the services rendered by insurance broker cum advisor to NMRC. NMRC shall not entertain any request for remuneration/fees etc nor any claim for remuneration/reimbursement of expenses/loses.

Undertaking for not being banned for business

(On letter-head)

To be signed by the principal officer of the company.

We do hereby undertake & confirm that NMRC/any other Metro Organisation (100% owned by govt.)/Ministry of Housing & Urban Affairs/Order of Ministry of Commerce or any government department/PSU,IRDA,SEBI etc applicable for all Ministries have not banned/debarred business with us with respect to Insurance broking & similar business as on the date of submission of offer.

Also any work executed by us with respect to Insurance broking & similar business either individually or as a member in a JV/Consortium, has not been rescinded/ terminated by NMRC or any government department/PSU after award of contract to us during last 3 years (As on date of a submission of offer) due to non –performance either on our own or as a member of JV/Consortium.

“We hereby declare that there is no case with the Police / IRDA / SEBI / Regulatory authorities against the broking company nor have we been suspended / delisted by Court etc. in India with respect to Insurance broking business.

We hereby undertake and confirm that we have understood the scope of work properly and shall comply with the terms of engagement. “

In case at a later date the undertaking is found to be false or incorrect, NMRC shall have the right to cancel the appointment & take other recourse as required under law.

STAMP & SIGNATURE OF CEO/COO

Submission of Proposal

1. The Applicants shall submit their information & Proposal in hard bound form with all pages numbered serially and by giving an index of submissions. Each page of the submission shall be initialed by the Authorized Signatory of the Applicant as per the terms of this EOI.
2. The Proposal will be submitted online.
3. The completed submission of Information & Proposal must be submitted on time.
4. The proposal due date shall be as per EOI.
5. NMRC may, in its sole discretion, extend the last date of submission by issuing an Addendum uniformly for all Applicants but will not asked any clarification if any documents not submitted by tenderer.
6. **Late Proposals** - Proposals received by NMRC before or after the specified time in physical mode on last date of submission shall not be eligible for consideration and shall be summarily rejected.
7. Any alteration / modification in the Proposal or additional information or material supplied subsequent to the last date of submission, unless the same has been expressly sought for by the Authority, shall be disregarded.
8. **Evaluation of Proposals** - NMRC shall open the Proposals and evaluate the information based on parameters as given below and advise the result directly to the shortlisted or the selected applicant.

In case of a tie between two or more bidders, the bidder having the highest average annual turnover from their operation will be considered over the other bidders.

The detailed parameters for evaluation is attached as per “Annexure-A”

(On Company's Letter Head)

To

Noida Metro Rail Corporation Ltd.
Block III,3rd Floor, Ganga Shopping Complex, Sector-29, Noida-201301, U.P.,
Distt. Gautam Budh Nagar

UNDERTAKING

Dear Sir,

1. We hereby agree to provide the services as outlined in your bidding document.
2. We have understood and have thoroughly examined the detailed Scope of work and responsibility with other features laid down by you and are fully aware of nature and scope of coverage required.
3. We hereby confirm our unconditional, complete acceptance and compliance to the provisions contained in the bidding document. We declare that the our Services will be rendered strictly in accordance with the requirement
4. We here by confirm & undertake that they have not been banned from Business with respect to Insurance broking & similar business, as on date of submission of offer as per undertaking given below to be executed by the principal officer of the broking company. In case at a subsequent date the successful bidder/licensee is found to have been banned for business as given above, NMRC shall be at liberty to and have full rights to cancel the appointment and take other recourse as per law.
5. We further confirm that in case if any violation / breach in respect of premium rates charged by us and result into any Financial Liability or consequences, NMRC, in any manner, will not be held responsible and we will not demand any additional payment from NMRC on this account.
6. Copies of confirmations / undertakings / submissions as per the terms & conditions of the Bid document are enclosed here with.

Date:

Stamp and Signature of the Bidder

Place:

Designation _____

Seal/Stamp _____

Name -----

Instructions for Online Bid Submission:

The Bidders are required to submit soft copies of their bids electronically on the eProcurement System of Uttar Pradesh, using valid Digital Signature Certificates. The instructions given below are meant to assist the Bidders in registering on the Portal, prepare their bids in accordance with the requirements and submitting their bids online on the Portal.

More information useful for submitting online bids on the CPP Portal may be obtained at: <https://etender.up.nic.in/nicgep/app>.

REGISTRATION

- 1) Bidders are required to enroll on the e-Procurement system of the Uttar Pradesh (URL: <https://etender.up.nic.in/nicgep/app>) by clicking on the link “**Online bidder Enrollment**” on the Portal which is free of charge.
- 2) As part of the enrolment process, the Bidders will be required to choose a unique username and assign a password for their accounts.
- 3) Bidders are advised to register their valid email address and mobile number as part of the registration process. These would be used for any communication from the CPP Portal.
- 4) Upon enrolment, the Bidders will be required to register their valid Digital Signature Certificate (Class II or Class III Certificates with signing key usage) issued by any Certifying Authority recognized by CCA India (e.g. Sify / nCode / eMudhra etc.), with their profile.
- 5) Only one valid DSC should be registered by a bidder. Please note that the Bidders are responsible to ensure that they do not lend their DSC’s to others which may lead to misuse.
- 6) Bidder then logs in to the site through the secured log-in by entering their user ID / password and the password of the DSC / e-Token.

SEARCHING FOR TENDER DOCUMENTS

- 1) There are various search options built in the CPP Portal, to facilitate Bidders to search active tenders by several parameters. These parameters could include Tender ID, Organization Name, Location, Date, Value, etc. There is also an option of advanced search for tenders, wherein the Bidders may combine a number of search parameter such as Organization Name, Form of Contract, Location, Date, Other keywords etc. to search for a tender published on the CPP Portal.
- 2) Once the Bidders have selected the tenders they are interested in, they may download the required documents / tender schedules. These tenders can be moved to the respective ‘My Tenders’ folder. This would enable the CPP Portal to intimate the Bidders through SMS / e-mail in case there is any corrigendum issued to the tender document.
- 3) The bidder should make a note of the unique Tender ID assigned to each tender, in case they want to obtain any clarification / help from the Helpdesk.

PREPARATION OF BIDS

- 1) Bidder should take into account any corrigendum published on the tender document before submitting their bids.
- 2) Please go through the tender advertisement and the tender document carefully to understand the documents required to be submitted as part of the bid. Please note the number of cover in which the bid documents have to be submitted, the number of documents - including the names and content of each of the document that need to be submitted. Any deviations from these may lead to rejection of the bid.
- 3) Bidder, in advance, should get ready the bid documents to be submitted as indicated in the tender document / schedule and generally, they can be in PDF / XLS / RAR / DWF/JPG formats. Bid documents may be scanned with 100 dpi with black and white option which helps in reducing size of the scanned document.
- 4) To avoid the time and effort required in uploading the same set of standard documents which are required to be submitted as a part of every bid, a provision of uploading such standard documents (e.g. PAN card copy, annual reports, auditor certificates etc.) has been provided to the Bidders. Bidders can use “My Space” or “Other Important Documents” area available to them to upload such documents. These documents may be directly submitted from the “My Space” area while submitting a bid, and need not be uploaded again and again. This will lead to a reduction in the time required for bid submission process.

SUBMISSION OF BIDS

- 1) Bidder should log into the site well in advance for bid submission so that they can upload the bid in time i.e. on or before the bid submission time. Bidder will be responsible for any delay due to other issues.
- 2) The bidder has to digitally sign and upload the required bid documents one by one as indicated in the tender document.
- 3) Bidder has to select the payment option as “offline” to pay the tender fee / EMD as applicable and enter details of the instrument.
- 4) Bidder should prepare the EMD as per the instructions specified in the tender document. The original should be posted/couriered/given in person to the concerned official, latest by the last date of bid submission or as specified in the tender documents. The details of the DD/any other accepted instrument, physically sent, should tally with the details available in the scanned copy and the data entered during bid submission time. Otherwise the uploaded bid will be rejected.
- 5) Bidders are requested to note that they should necessarily submit their financial bids in the format provided and no other format is acceptable. If the price bid has been given as a standard BoQ format with the tender document, then the same is to be downloaded and to be filled by all the Bidders. Bidders are required to download the BoQ file, open it and complete the white coloured (unprotected) cells with their respective financial quotes and other details (such as name of the bidder). No other cells should be changed. Once the details have been completed, the bidder should save it and submit it online, without changing the filename. If the BoQ file is found to be modified by the bidder, the bid will be rejected.
- 6) The server time (which is displayed on the Bidders’ dashboard) will be considered as the standard time for referencing the deadlines for submission of the bids by the Bidders, opening of bids etc. The Bidders should follow this time during bid submission.
- 7) All the documents being submitted by the Bidders would be encrypted using PKI encryption techniques to ensure the secrecy of the data. The data entered cannot be viewed by unauthorized persons until the time of bid opening. The confidentiality of the bids is maintained using the

secured Socket Layer 128 bit encryption technology. Data storage encryption of sensitive fields is done. Any bid document that is uploaded to the server is subjected to symmetric encryption using a system generated symmetric key. Further this key is subjected to asymmetric encryption using buyer/bid opener public keys. Overall, the uploaded tender documents become readable only after the tender opening by the authorized bid opener

- 7) The uploaded tender documents become readable only after the tender opening by the authorized bid opener
- 8) Upon the successful and timely submission of bids (ie after Clicking “Freeze Bid Submission” in the portal), the portal will give a successful bid submission message & a bid summary will be displayed with the bid no. and the date & time of submission of the bid with all other relevant details.
- 9) The bid summary has to be printed and kept as an acknowledgement of the submission of the bid. This acknowledgement may be used as an entry pass for any bid opening meetings.

ASSISTANCE TO BIDDERS

- 1) Any queries relating to the tender document and the terms and conditions contained therein should be addressed to the Tender Inviting Authority for a tender or the relevant contact person indicated in the tender.
- 2) Any queries relating to the process of online bid submission or queries relating to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk.

1. Information Requested /Documents to be submitted

S. No.	Information	Documents Required
1	Name of the Organization	
	Address of the Corporate Office	
	Name of the CEO	
	Phone Number	
	Email id	
2. 3	Copy of a valid broking license granted by IRDA since inception up to 31.03.2020	Attach proof of accreditation with IRDA (IRDA License Copies)
	Paid up capital & turnover in last 3 financial years i.e. 2016-17,2017- 18 & 2018-19	Copies of audited balance sheet for the last 3 completed financial years and turn over certificate certified by a chartered Accountant with stamped and membership number along with the self-certification by the CEO/Principal Officer/Authorized Signatory
4.	Total Premium handled in the financial year 2018-2019 as composite brokers from insurance broking	Attach an undertaking duly signed by the CEO/Principal Officer/ Authorized Signatory along with other relevant documents.
5	Net worth of the company during last 3 financial years up to 31.03.2019	Copies of audited balance sheet for the last 3 completed financial years and turn over certificate certified by its Chartered accountant with stamped and signature along with the self-certification by the CEO/Principal Officer/ Authorized Signatory
6	Please share details of any dedicated team of In house Risk Engineering team and total number of members of the risk engineering team.	Attach Names, Qualification and Experience of the servicing team of minimum Five members duly attested by authorized Signatory. Attach an undertaking duly signed by the CEO/Principal Officer/ Authorized Signatory

7	No of schedule 'A' PSU/Government organizations/companies being successfully serviced by the broker as Broker cum advisor for FY 01.04.2018 to 31.03.2019 along with details of premium placed.	Attach an undertaking duly signed by the CEO/Principal Officer/ Authorized Signatory along with letter of appointment
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12 Commencement of Assignment

The selected applicant shall commence the assignment within Three (3) days of the date of issue of letter of appointment/selection, or such other date as may be decided by the competent authority of NMRC Ltd.

Annexure A

Sr. No.	Parameters for Evaluation	Weightage	Score
1	The bidder should be holding a composite broking license granted by IRDA for a period of minimum 6 consecutive financial years up to 31.3.2020	15	
	Up to 6 years		Nil
	6 years to 10 years		5 points
	10 years to 15 years		10 points
	above 15 years		15 points
2	The Insurance Broking Firms should have minimum average annual revenue/turnover of minimum INR 25 Crores from their Indian operations during the last three financial years i.e. 2016-17, 2017-18 & 2018-2019 (i.e., gross turnover of INR 75 crores in last 3 specified financial years).	25	
	Average annual turnover/Revenue above INR 25 crores and Upto 50 crores for last 3 Financial Years		5 points
	Average annual turnover/ Revenue above INR 50 crores and Up to 75 crores for last 3 Financial Years		10 points
	Average annual turnover/ Revenue above INR 75 crores and Up to 100 crores for last 3 Financial Years		15 points
	Average annual turnover/ Revenue above INR 100 crores and Up to 200 crores for last 3 Financial years		20 points
Average annual turnover/ Revenue above INR 200 crores for last 3 Financial years	25 points		
3	The Company should have placed total Premium of at least INR 500 Crores in the last financial year 2018-2019 of which at least 300 crores in the Indian market.	30	
	Premium placed above INR 500 crores and Up to 750 crores for last FY 2018-19		5 points
	Premium placed above INR 750 crores and Up to 1000 crores for last FY 2018-19		10 points

	Premium placed above INR 1000 crores and Up to 1250 crores for last FY 2018-19		15 points
	Premium placed above INR 1250 crores and Up to 1500 crores for last FY 2018-19		20 points
	Premium placed above INR 1500 crores and Up to 1750 crores for last FY 2018-19		25 points
	Premium placed above INR 1750 crores for last FY 2018-19		30 points
4	The Company should have been appointed & successfully provided such services to at least 3 schedule "A" PSU/Government companies/organisations for the last FY 2018-19.	15	
	Appointed & successfully provided insurance broking/ advisory services for more than 3 and Up to 5 schedule "A" PSU/Government companies/organisations for last FY 2018-19		5 points
	Appointed & successfully provided insurance broking/ advisory services for more than 5 and Up to 7 schedule "A" PSU/Government companies/organisations for last FY 2018-19		10 points
	Appointed & successfully provided insurance broking/ advisory services by more than 7 schedule "A" PSU/Government companies/organisations for last FY 2018-19		15 points
5	Total number of full time employees from the date of issuance of this tender.	15	
	Less than 100		Nil
	100 - 200		5 points
	200 - 300		10 points
	Above 300		15 points
		100	