



बाल्मर लॉरी एण्ड कं. लिमिटेड
(भारत सरकार का एक प्रतिष्ठान)
Balmer Lawrie & Co. Ltd.
(A Government of India Enterprise)

LIMITED TENDER

**TENDER ENQUIRY FOR RENEWAL OF GROUP TERM LIFE INSURANCE POLICY
FOR THE PERIOD FROM 20.10.2018 to 19.10.2019**

CHRD/GTLI/2018-19/Life/2018

Date : 25-09-2018

Closing date : 05-10-2018

At- 3.00 p.m.

To,

Life Insurance Companies

Dear Sir,

Sub: Renewal of Group Life Insurance Policy from 20.10.2018. to 19.10.2019 (both days inclusive)

You may be aware that Balmer Lawrie is a well-established business conglomerate with its Corporate HO at Kolkata & business spread across the country and abroad. We provide Life cover for all the executives, officers and Fixed Term Contract Employees [FTC] with a Group Life Insurance Policy.

Nature of Cover Existing

Life cover

We invite you to submit your Offer for the renewal of the above Insurance cover for a period of one year effective 20.10.2018.

Scope of Cover :-

The Insurance Policy would cover Death including suicide for all our Executives / Officers / Fixed Term Contract [FTC] – All India]. The basis for insurance coverage would be Basic Pay x 48 Times]. Interested bidders may like to approach the Company in writing for necessary employee data for submission of your bids.

The number of employees indicated under this policy is only provisional and Balmer Lawrie reserves its right to increase or decrease the same depending upon requirement during the award of insurance business. Basic Pay of the employees may undergo change during the period of the policy.

The bidder must enclose photocopy of valid IRDA Accreditation Certificate.

The bidder must enclose proof of settlement of at least two claims of Rs.15 lakhs and above during last two Financial Year.

Preference would be given to those bidders who are having their registered offices in Kolkata.

Please also note that we have appointed **M/s Marsh India Insurance Brokers Pvt Ltd**, PS Arcadia Central Unit #2C, 2nd Floor, 4A, Abanindranath Thakur Sarani (Camac Street) Kolkata – 700 017, [India](#) our official Consultant / Advisor to facilitate services related to our Insurance matters. Therefore, for any queries / details, you may like to contact their **Shri Vishal Gupta, Mobile No. 9073394929 e-mail : vishal.gupta@marsh.com** and **Shri Santanu Nati, Telephone No.[033] 69400017 / Mobile No. +91 9073935828 / e-mail : santanu.nati@marsh.com.**

The last date for submitting your Offer at Balmer Lawrie, Kolkata at the following address is 05.10.2018 before 3.00 P.M. All Offers must be submitted in sealed envelopes super-scribing “**Quotation for Group Term Life Insurance Cover**” and should reach the following address:-

Shri A. Ratna Sekhar
Director [HR & CA]
Balmer Lawrie & Co.Ltd
21, N S Road
Kolkata-700 001

You are requested to submit your most competitive offer within the stipulated date and time, and in the manner and method prescribed.

The premium shall be quoted in both words and figures. Any correction / overwriting /scoring / cancellation should be counter-signed. If there is any difference in words and figures, the words will supersede figures. In case of illegibility, the interpretation of Balmer Lawrie shall be final. All entries shall be in English language only.

Balmer Lawrie reserves the right to award and distribute the Insurance business to one or more Insurer/s.

Notwithstanding anything stated above, Balmer Lawrie reserves the right to assess the Insurer’s capacity and capability to perform the Insurance business, should the circumstances warrant, such an assessment in the overall interest of Balmer Lawrie.

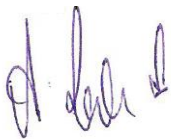
Submitting the offer does not guarantee Balmer Lawrie & Co. Ltd., accepting your offer. Balmer Lawrie reserves the right to accept or reject any offer or all offers or part thereof at its sole discretion, without assigning any reason whatsoever.

Any offer received after the expiry of the time & date specified for receiving the offer is liable to be rejected.

Please also note that this tender enquiry has also been published in the website www.balmerlawrie.com wherefrom you can also download and apply.

All the pages of the Tender Document needs necessarily to be signed, signifying acceptance of all the terms and condition.

Yours faithfully,
For **Balmer Lawrie & Co.Ltd**



[A. Ratna Sekhar]
Director [HR & CA]