



Indian Institute of Information Technology Sri City, Chittoor

TENDER NOTICE

NOTICE FOR INVITING e-TENDERS FOR PROVIDING GROUP HEALTH INSURANCE COVERAGE TO STUDENTS OF IIIT SRI CITY, CHITTOOR THROUGH CPP PORTAL

Tender Reference No.: IIITS/Student Affairs/Student Insurance/2026-27/01, Dt.18 June 2026

Indian Institute of Information Technology Sri City invites online bids (e-tender) from IRDA accredited Insurance Companies having Certificate of Registration issued by IRDAI (Insurance Regulatory and Development Authority of India), valid as on the last date of submission in Two bid system.

Brief Details of Tender:

Work Description
Comprehensive Group Health Insurance Policy for IIIT Sri City Students

The Tender Document can be downloaded from Central Public Procurement (CPP) Portal <http://eprocure.gov.in/eprocure/app> and bid is to be submitted online only through the same portal up to the last date and time of submission of tender.

Critical Dates of Tender:

SNo.	Particulars	Date	Time
01	Date & Time of Online Publication / Download of Tender	18.06.2026	15:00 Hrs
02	Pre-bid meeting Link for (Hybrid Mode) pre-bid meeting: https://meet.google.com/spy-kbni-bmb	24.06.2026	11:00 Hrs
02	Bid Submission Start Date & Time	25.06.2026	12:00 Hrs
03	Bid Submission Close Date & Time	08.07.2026	15:00 Hrs
04	Opening of Technical Bids	09.07.2026	15:00 Hrs
05	Opening of Financial bid	The date will be communicated to the technically qualified bidders.	

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1. About IIIT Sri City

Indian Institute of Information Technology Sri City, Chittoor known as IIIT Sri City (IIITS) was established in 2013 by Ministry of Education, Government of India as an Institute of National importance by an Act of Parliament. IIITS is one among the 20 Institutes across India, focusing on Information Technology education, research and development.

The institute is located in Sri City (www.sricity.in) located about 60 KMs from Chennai on the Nellore Highway. The nearest airports are Chennai (70 KMs) and Tirupati (70 KMs).

The Institute was setup by the Government of India along with Government of Andhra Pradesh and Industry Partners represented by Sricity Foundation as a Public-Private-Partnership (PPP) institution. The Institute is governed by the Board of Governors consisting of eminent personalities from the Government, Industry and Academia. IIIT Sri City offers B. Tech, M.S. and Ph. D. programmes in the areas of Computer Science & Engineering and Electronics & Communications Engineering.

2. Schedule of Requirement

Technical details	
Group name	Indian Institute of Information Technology Sri City Chittoor
Contract Commencement date	01-08-2026
Period of coverage	The initial contract would be for a period of one year from 1 August, 2026, extendable on mutual agreement based on the satisfactory performance. The performance would be reviewed by the Committee at any time during contract period.
Claim Ratio Till 15 June, 2026	Claim Ratio Copy attached in Annexure-VII
Students Strength as on	01-08-2026
Total number of lives	1712 students. Expected to increase up to 10%
Sum Insured bands	Option 1- Rs. 50,000/- per student
	Option 2- Rs 1,00,000/- per student
	Option 3- Rs 1,50,000/- per student
Accidental Death Insurance	Rs.1,00,000/- per student to be covered
Domiciliary Hospitalization	To be Covered
Coverage of Pre - Existing diseases	To be Covered
Cashless facility	Applicable
30 days waiting Period	To be Waived
1st Year and 2 years exclusions	To be Waived

30 Days Pre and 60 Days post hospitalization Expenses coverage	To be Covered
Room Rent Limit per day	4% of the sum assured
ICU Rent Limit per day	7% of the sum assured
Ambulance charges	Upto Rs.3,000/- per case
Corporate Buffer	Rs.5,00,000/- (on a first-come-first serve basis) Ceiling for each student: Coverage + Rs.50,000/-.
Other Conditions	Premium is payable on the actual number of students covered. New students joining the Institute become automatically covered under the scheme from their date of joining the Institute and the premium amount will be paid by the Institute on a pro-rata basis. There is no internal ceiling of treatment except room/ICU rent.
	Expenses on hospitalization are admissible only if hospitalization is for a minimum period of 24 hours.
	The total period of hospitalization (24 hours minimum) shall consist of: a) The period of hospitalization at referral and other network Hospital(s) including IIIT Sri City Health Centre. b) 24 hours not required for sports injury, bites & Sting cases. However, this time limit of 24 hours will not apply to the following specific treatments taken in the network hospitals/nursing homes/specialty centers irrespective of the bed strength where the insured is discharged on the same day. Such treatment will be considered to have been taken under hospitalization benefit.
	Female students are to be covered with Maternity Expenses from the date of Pregnancy confirmation. This is applicable for PhD scholars.
	For treatment of all inpatient diseases including Covid-19 and its variants
TPA	TPA Services Involved (if any) and Name and contact details to be submitted. List of authorized network hospitals to be provided.
Cashless Facility	100% Cashless treatment at Network Hospitals all over the country.
	Insurance Cards are to be issued within 15 days from the date of issue of the Order.
	No deposit/treatment charges to be levied on the Students at the time of admission.
	No amount to be retained by the hospital at the time of Discharge. Students are to be provided with medical treatment on their arrival at the hospital.

	Whenever treatment is taken by the student covered under the scheme in any of the non-network hospital of the TPA, and the students pay the hospital bills, the insurance claim should be sent in the prescribed claim form along with all supporting documents such as Discharge summary, prescription and pharmacy bills, lab investigation reports in original duly certified by the Institute to the Insurance Company for reimbursement. The Agency shall reimburse up to the limits including the buffer amount prescribed in the schedule to the student.
List of Major Hospitals to be covered by TPA nearest locations to IIIT Sri City	The Insurance Company/Third Party Administrator (TPA) shall have an adequate network of major hospitals located in and around IIIT Sri City, Chittoor, to facilitate cashless treatment for beneficiaries. The Institute shall publish, through a Corrigendum after the Pre-Bid Meeting, the list of mandatory hospitals that are required to be empanelled under the insurer's/TPA's network. The bidder shall indicate, along with the bid, the status of empanelment of the hospitals included in the said list. In the event that any of the mandatory hospitals are not available in the insurer's/TPA's network as on the date of bid submission, the successful bidder shall ensure their empanelment within one (01) month from the date of award of contract. Documentary evidence confirming such empanelment shall be submitted to the Institute for verification and record.
Any Service Charges on Medical Bills	Should not be deducted from the individual Claim.

3. ELIGIBILITY CRITERIA & TECHNICAL CRITERIA

(Documents to be submitted along with the Technical Bid)

3.1 Eligibility Criteria

The bidder shall submit copies of the following documents:

- Certificate of Incorporation/Registration of the firm/company.
- Permanent Account Number (PAN).
- Goods and Services Tax (GST) Registration Certificate.
- Any other statutory registrations applicable to the bidder.
- The bidder shall submit a valid license/registration certificate issued by the Insurance Regulatory and Development Authority of India (IRDAI) authorizing it to undertake Health Insurance business in India.
- The Bidder should submit a self-declaration certificate for acceptance of all terms & conditions of tender documents. A duly completed certificate to this effect is to be submitted as per the Annexure-I.
- The firm should be neither blacklisted by any Government Dept., nor is any criminal case registered I pending against the firm or its owner I partners anywhere in India. A duly completed certificate to this effect is to be submitted as per Annexure-II.

- The firm should have a valid accreditation certificate with IRDA on the date of submission of the tender. A duly sealed & signed valid certificate submitted to this effect.
- Bidders should have experience in providing Group Health Insurance for the last five years from the date of submission of the tender. The details of the same along with supporting document/copy of insurance policy are to be submitted

3.2 Technical Criteria

Bidders required to sealed & signed of each page of technical bid and submit as per Annexure-III. Unsigned technical bid or the bids not in prescribed format will be rejected without assigning any reason.

4. FINANCIAL BID DETAILS

Financial bid given with tender to be submitted after filling all relevant information. The priced bid should be submitted strictly as per the Annexure in the CPP portal failing which the offer is liable for rejection.

5. AVAILABILITY OF TENDER

The tender document can be downloaded from <http://eprocure.gov.in/eprocure/app> or Institute website <https://iiits.ac.in/> and be submitted only through the CPP Portal <http://eprocure.gov.in/eprocure/app>.

6. BID VALIDITY PERIOD

The bid will remain valid for 90 days from the date of opening as prescribed by IIIT Sri City. A bid valid for a shorter period shall be rejected, being non-responsive.

7. BID SUBMISSION

a. Instruction to Bidder

- Bidders are required to enroll on the e-Procurement module of the Central Public Procurement Portal (URL: <https://eprocure.gov.in/eprocure/app>) by clicking on the link "Online Bidder Enrolment" on the CPP Portal. The registration is completely free of charge.
- Possession of a valid Class II/III DSC in the form of smart card / e-token is a prerequisite for registration and participating in the bid submission activities. DSCs can be obtained from the authorized certifying agencies recognized by CCA India (e.g. Sify/TCS/nCode/eMudhra etc).
- Bidders are advised to register their valid email address and mobile numbers as part of the registration process. These would be used for any communication from the CPP Portal.
- 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 DSCs to others which may lead to misuse.
- The Bidders are required to log in to the site through the secured log-in by entering

their respective user ID / password and the password of the DSC.

- vi. The CPP portal also has user manuals with detailed guidelines on enrollment and participation in the online bidding process. The user manuals can be downloaded for reference.
- vii. Any queries related to process of online bid submission or queries related to CPP Portal in general may be directed to the 24x7 CPP Portal Helpdesk. The Toll Free contact numbers for the helpdesk are 1800 3070 2232, 7878007972 and 7878007973.

For queries related to the Tender, you may please contact:

The Procurement section
Indian Institute of Information Technology, Sri City
630 Gnan Marg, Sri City, Tirupati District
PIN - 517646, Andhra Pradesh, India
Ph. No.7337324919, Email: procurement@iiits.in

b. Online Bid Submission Procedure

Cover-1: The file should be saved in a PDF version and should comprise of the following items:

- 1. Packet-1 :** Duly Completed Scanned PDF copy of PAN Card, Registration Certificate Details, GST details. copy of Annexure-I, Duly Completed Scanned. PDF copy of Annexure-II, Duly Completed copy of IRDA Accreditation certificate, Duly Completed copy of documents as per eligibility criteria, Duly completed sealed & signed Technical Bid as per Annexure-III, Duly Completed Copy of Statutory documents as per Annexure-IV
- 2. Packet-2 :** Financial bid - BOQ in xls format should be downloaded from the website and should filled and upload in the CPP portal. 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.

8. BID OPENING

- a) Bids will be opened as per the schedule mentioned in the tender document.
- b) Bids should be summarily rejected, if all required documents (mentioned in clause 9) are not submitted within stipulated date / time.
- c) Financial bids of technically qualified parties shall be opened at a later date.

9. BID EVALUATION

The Technical Evaluation Committee of the Institute constituted for the purpose shall assess the ability of the agencies to render the requisite services based on the company profile, rating and on such other criteria as it may fix and the Financial Bids of only those firms qualifying the technical evaluation will be considered.

10. PAYMENT TERMS

Payment shall be made on submission of Proforma Invoice.

11. PENALTY CLAUSE

a) In case of any unsatisfactory service, suitable penalties as decided by the Competent Authority shall be levied after issuing notice.

b) In case of failure in settlement of claims within the time frame, the penalty will be levied @ 1% of the claim amount for delay of each month or part thereof, subject to maximum of 3%.

12. CONTRACT PERIOD

The initial contract would be for a period of one year from 1 August, 2026, extendable on mutual agreement based on the satisfactory performance. The performance would be reviewed by the Committee at any time during contract period.

13. COMMENCEMENT SCHEDULE

The successful bidder has to commence the service from 01 Aug 2026 onwards.

14. TERMS AND CONDITIONS

- a) The bidder has to submit the relevant & readable files only as indicated in the tender documents. In case of any irrelevant or non-readable files, the bid may be rejected.
- b) IIIT Sri City 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.
- c) IIIT Sri City reserves the right to relax / amend / withdraw any of the terms and conditions contained in the tender document without assigning any reason thereof. Any inquiry after submission of the quotation will not be entertained.
- d) IIIT Sri City reserves the right to modify/change/delete/add any further terms and conditions prior to issue of purchase order.
- e) Conditional tenders will not be considered in any case.
- f) Tenders sent by fax & e-mail will not be accepted.
- g) In case of differences arising in the terms and conditions of the tender documents with the firm(s), the decision of IIIT Sri City shall prevail.
- h) The Courts of Tirupati alone will have the jurisdiction to try any matter, dispute or reference between the bidders and the Institute arising out of this service. It is specifically agreed that no court outside and other than Court in Tirupati shall have jurisdiction in the matter.
- i) Arbitration - All dispute and differences which may arise between the IIIT Sri City and the Insurance Company shall be referred to Director, IIIT Sri City whose decision shall be binding on all concerned.
- j) Bids which are late/vague/conditional/incomplete/not confirming to the laid down procedure in any respect will be rejected.
- k) IIIT Sri City may issue corrigendum to tender documents before due date of submission

of bid. The bidder is required to read the tender documents in conjunction with the corrigendum, if any, issued by IIIT Sri City. The bidder is not to modify the tender document.

- l) Claims, if any, against the policies shall be settled within maximum 30 days from the date of submission of claims
- m) No overwriting in price bid shall be allowed
- n) Premium is payable on the actual number of students covered. New students joining the Institute become automatically covered under the scheme from their date of joining the Institute and the premium amount will be paid by the Institute on a pro-rata basis. There is no internal ceiling of treatment except room/ICU rent.
- o) Provide / access to retrieve the update claim settlement details / MIS in MS Excel format only and every claim details as and when required

ANNEXURE – I

To
The Dean – Student Affairs,
Indian Institute of Information and Technology Sri City Chittoor
630 Gnan Marg, Sri City, Tirupati District
PIN - 517646, Andhra Pradesh, India
email: dean.students@iiits.in

Sub:- Self Declaration Certificate

Ref : - **IIITS/Student Affairs/Student Insurance/2026-27/01** (Notice Inviting Tender for Group Health Insurance Policy for Students of IIIT Sri City)

Dear Sir,

With reference to the above, I am / We are offering our competitive bids for Notice Inviting Tender for Group Health Insurance Policy for Students of IIIT Sri City. I I We hereby reconfirm and declare that I I We have carefully read, understood & complying the above referred tender document including instructions, terms & conditions, specifications, schedule of quantities and all the contents stated therein and all subsequent corrigendum published on Institute website.

I I We also confirm that the rates quoted by me are inclusive of all taxes, duties etc., applicable as on date.

Date:
Place:

Authorized Signatory

Name:

Designation:

Email ID :

Contact No.

ANNEXURE - II

CERTIFICATE

(To be provided on letter head of the firm)

I hereby certify that the above firm is not blacklisted by any Central/State Government/Public Undertaking/Institute nor is having any criminal case registered / pending against the firm or its owner / partners anywhere in India.

I also certify that the above information is true and correct in every respect and in any case at a later date it is found that any details provided above are incorrect, any contract given to the above firm may be summarily terminated and the firm blacklisted.

Date:

Authorized Signatory

Place:

Name:

Designation:

Email ID :

Contact No.

ANNEXURE – III

TECHNICAL BID DETAILS

Group name	Indian Institute of Information Technology Sri City Chittoor
Contract Commencement date	01-08-2026
Period of coverage	The initial contract would be for a period of one year from 1 August, 2026, extendable on mutual agreement based on the satisfactory performance. The performance would be reviewed by the Committee at any time during contract period.
Claim Ratio Till 15 June, 2026	Claim Ratio Copy attached in Annexure-VII
Students Strength as on	01-08-2026
Total number of lives	1712 students. Expected to increase up to 10%
Sum Insured bands	Option 1- Rs. 50,000/- per student
	Option 2- Rs 1,00,000/- per student
	Option 3- Rs 1,50,000/- per student
Accidental Death Insurance	Rs.1,00,000/- per student to be covered
Domiciliary Hospitalization	To be Covered
Coverage of Pre - Existing diseases	To be Covered
Cashless facility	Applicable
30 days waiting Period	To be Waived
1st Year and 2 years exclusions	To be Waived
30 Days Pre and 60 Days post hospitalization Expenses coverage	To be Covered
Room Rent Limit per day	4% of the sum assured
ICU Rent Limit per day	7% of the sum assured
Ambulance charges	Upto Rs.3,000/- per case
Corporate Buffer	Rs.5,00,000/- (on a first-come-first serve basis) Ceiling for each student: Coverage + Rs.50,000/-.
Other Conditions	Premium is payable on the actual number of students covered. New students joining the Institute become automatically covered under the scheme from their date of joining the Institute and the premium amount will be paid by the Institute on a pro-rata basis. There is no internal ceiling of treatment except room/ICU rent.
	Expenses on hospitalization are admissible only if hospitalization is for a minimum period of 24 hours.

	The total period of hospitalization (24 hours minimum) shall consist of: a) The period of hospitalization at referral and other network Hospital(s) including IIIT Sri City Health Centre. b) 24 hours not required for sports injury, bites & Sting cases. However, this time limit of 24 hours will not apply to the following specific treatments taken in the network hospitals/nursing homes/specialty centers irrespective of the bed strength where the insured is discharged on the same day. Such treatment will be considered to have been taken under hospitalization benefit. Female students are to be covered with Maternity Expenses from the date of Pregnancy confirmation. This is applicable for PhD scholars. For treatment of all inpatient diseases including Covid-19
TPA	TPA Services Involved (if any) and Name and contact details to be submitted. List of authorized network hospitals to be provided.
Cashless Facility	100% Cashless treatment at Network Hospitals all over the country. Insurance Cards are to be issued within 15 days from the date of issue of the Order. No deposit/treatment charges to be levied on the Students at the time of admission. No amount to be retained by the hospital at the time of Discharge. Students are to be provided with medical treatment on their arrival at the hospital. Whenever treatment is taken by the student covered under the scheme in any of the non-network hospital of the TPA, and the students pay the hospital bills, the insurance claim should be sent in the prescribed claim form along with all supporting documents such as Discharge summary, prescription and pharmacy bills, lab investigation reports in original duly certified by the Institute to the Insurance Company for reimbursement. The Agency shall reimburse up to the limits including the buffer amount prescribed in the schedule to the student.
List of Major Hospitals to be covered by TPA nearest locations to IIIT Sri City	The Insurance Company/Third Party Administrator (TPA) shall have an adequate network of major hospitals located in and around IIIT Sri City, Chittoor, to facilitate cashless treatment for beneficiaries. The Institute shall publish, through a Corrigendum after the Pre-Bid Meeting, the list of mandatory hospitals that are required to be empanelled under the insurer's/TPA's network. The bidder shall indicate, along with the bid, the status of empanelment of the hospitals included in the said list. In the event that any of the mandatory hospitals are not available in the insurer's/TPA's network as on the date of bid submission, the successful bidder shall ensure their empanelment within one (01) month from the date of award of contract. Documentary evidence confirming such empanelment shall be submitted to the Institute for verification and record.
Any Service Charges on Medical Bills	Should not be deducted from the individual Claim.

Name and Signature of Authorized Person

ANNEXURE-IV

Statutory Documents (Copies of documents to be enclosed)

Name of the Party		
Date of Incorporation / Establishment		Supporting documents are to be attached along with the Annexure-IV
PAN Number		
GST Registration Number		
Registered Office Address		
Authorized Signatory Details	Name	
	Designation	
	Email	
	Phone	
Details of Contact other than Authorized Signatory	Name	
	Designation	
	Email	
	Phone	

Signature and Seal of the Tenderer

Name in Block Letters:

Designation:

Contact no.

Full Address

ANNEXURE-V

FINANCIAL BID DETAILS

Tender inviting authority: Indian Institute of Information Technology Sri City Chittoor
 Name of work : Group Health Insurance Policy for IIIT Sri City Chittoor students.
 Contact details : The Dean – Student Affairs,
 Indian Institute of Information and Technology Sri City Chittoor
 630 Gnan Marg, Sri City, Tirupati District
 PIN - 517646, Andhra Pradesh, India
 email: dean.students@iiits.in

Name of Bidder/Bidding firm/Company								
<u>PRICE SCHEDULE</u>								
Financial bid given with tender is to be submitted after filling all relevant information. The price bid should be submitted strictly as per the price bid BoQ failing which, the offer is liable for rejection.								
Sl. No	Description of work / Items	Item Code or Make	Quantity (per student Per Year)	Units	Basic rate in figures to be entered by the Bidder in	Taxes if any in	Total amount without taxes in	Total amount with taxes in
1	2	3	4	5	6	7	8	9
1	Option 1: Premium for a Sum Assured of Rs.50,000/- for coverage for a period of one year for approx. 1600 students and corporate buffer INR 5,00,000/- limit up to sum assured. Accidental Death Insurance Rs.1,00,000/- per student to be covered	Item 1.1	1.000	Nos.				
2	Option 2: Premium for a Sum Assured of Rs.1,00,000/- for coverage for a period of one year for approx. 1600 students and corporate buffer INR 5,00,000/- limit up to sum assured. Accidental Death Insurance Rs.1,00,000/- per student to be covered	Item 1.2	1.000	Nos.				

3	Option 3: Premium for a Sum Assured of Rs.1,50,000/- for coverage for a period of one year for approx. 1600 students and corporate buffer INR 5,00,000/- limit up to sum assured. Accidental Death Insurance Rs.1,00,000/- per student to be covered	Item 1.3	1.000	Nos.				
4	Option 4: Premium for a Sum Assured of Rs.50,000/- for coverage for a period of one year for approx. 1600 students. Accidental Death Insurance Rs.1,00,000/- per student to be covered	Item 1.4	1.000	Nos.				
5	Option 5: Premium for a Sum Assured of Rs.1,00,000/- for coverage for a period of one year for approx. 1600 students. Accidental Death Insurance Rs.1,00,000/- per student to be covered	Item 1.5	1.000	Nos.				
6	Option 6: Premium for a Sum Assured of Rs.1,50,000/- for coverage for a period of one year for approx. 1600 students. Accidental Death Insurance Rs.1,00,000/- per student to be covered	Item 1.6	1.000	Nos.				

ANNEXURE – VI
Age Profile of Students

Students strength as on: 01.08.2026
No. of Students : 1600-1712

Student Age Band (Years)	Approx. No. of Students
16-18	767
19-25	927
26-35	14
36-45	4
Total	1712*

*No. of students count may vary +/- 10%

Name and Signature of Authorized Person

Annexure VII

Claim Ratio

Claims MIS Summary as on 15-05-2026
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Group Name	INDIAN INSTITUTE OF INFORMATION		
GHI Policy No	2839/74665549/01/000		
No of Self	1593	No of Lives	1593
Policy from	03/08/2025	Net Premium	533,441
Policy up to	02/08/2026	Gross Premium	629,461
ICR on Earned	36%	ICR on Net	28%

Claim Type	Claims Reported		Claims Paid		Claims Closed/Repudiated	Claims Outstanding	
	No	Amount	No	Amount		No	Amount
Cashless	1	156,322	1	50,000	-	-	-
Reimbursement	3	139,952	2	99,007	1	-	-
Total	4	296,274	3	149,007	1	-	-