ODISHA LIVESTOCK RESOURCES DEVELOPMENT SOCIETY (OLRDS), OBPI,
Campus, Bhubaneswar-751003
Email: olrdsahd@gmail.com,Website:www.olrds.nic.co.in

Letter No. 1111 /OLRDS, Dt. 9/07/2024

From ,
Dr. Hadibandhu Bhoi
Chief Executive Officer,
OLRDS

To
The ADPR,
DAH & VS, Cuttack

Sub: **Regarding uploading the "Expression of Interest" for selection of Insurance Intermediaries for Implementation of Livestock Insurance Scheme for the year 2024-25 in the website of DAH & VS.**

Sir,

Enclosed please find herewith the advertisement material regarding an "Expression of Interest" for selection of Insurance Intermediaries for Implementation of Livestock Insurance Scheme for the year 2024-25. The "Expression of Interest "may be made available in the Directorate of AH & VS portal **from 12.7.24 to 10.8.24**

The soft copy containing the "Expression of Interest" is enclosed for uploading in the district portal of DAH &VS at your end for wide circulation.

This is for your kind information and necessary action.

Encl: As above

Yours faithfully
9.7.24
Chief Executive Officer

Memo No. 1112 /OLRDS Dt. 09/07/2024

Copy forwarded to Mrs. Mamta Das, Sr.Assistant, OLRDS for kind information and necessary action with a request to upload the EoI for selection of Insurance Intermediaries in OLRDS website.

9.7.24
Chief Executive Officer

Memo No. 1113 /OLRDS Dt. 09/07/2024

Copy submitted to the Director, AH & VS, Odisha and Vice-President, OLRDS for favour of kind information.

9.7.24
Chief Executive Officer

Memo No. 1114 /OLRDS Dt. 09/07/2024

Copy submitted to the Principal Secretary to Govt., Department of F&ARD, Odisha & President, OLRDS for favour of kind information.

9.7.24
Chief Executive Officer

ODISHA LIVESTOCK RESOURCES DEVELOPMENT SOCIETY (OLRDS)
OBPI CAMPUS, BHUBANESWAR-751003

Expression of Interest

For

EMPANELLEMENT OF INSURANCE INTERMEDIARIES TO PROVIDE TECHNICAL & OPERATIONAL SUPPORT AND OVERSEEING EFECTIVE IMPLEMENTATION OF LIVESTOCK INSURANCE BY SELECTED INSURANCE COMPANY UNDER ODISHA LIVESTOCK RESOURCES DEVELOPMENT SOCIETY (OLRDS)

OLRDS invites proposals from eligible IRDAI approved Insurance Intermediaries for implementation of Livestock Insurance Scheme through selected Insurance Company in all the districts of Odisha.

Insurance Intermediary shall be rendering Pre-Placement, Placement and Post-Placement services and doing the intermediation & co-ordination between the department of Animal Husbandry at Block and District level, OLRDS and DAH & VS at State Level, Insurance Co. & Beneficiaries for successful implementation of the Scheme.

Sl. No	Particulars	Details
1	Scheme will cover insurance of	Large Animal (Indigenous/Crossbred milch animals), other livestock (Goat, Sheep, Pigs, Rabbit) and Pack animals (Male Cattle/ Male Buffalo, Horses, Donkey, Mules, Camels, Ponies) will be covered under the programme.
2	Eligibility Criteria	Intermediary should have a minimum experience on Livestock Insurance for at least 2 years
3	Start date of receipt of EoI form	Dt.12.7.24 Time. 11.00 AM
4	Last date of receipt of EOI & EMD submission (in the form of DD)	Dt.29.7.24 Time.5.00 PM Address : OLRDS, OBPI Campus, Bhubaneswar either by hand or registered post
5	Date of opening of EoI (For Technical Evaluation)	Dt.30.07.24 Time. 11.00 AM
6	Cost of EoI Form (D.D) (Non - refundable)	Rs.2360/- including GST

7	Earnest Money Deposit (EMD))	Rs. 30000.00 **(Rupees Thirty Thousand)** only in favour of the Chief Executive Officer, OLRDS, Bhubaneswar in shape DD/Bank guarantee.
8	Performance security	Performance security shall be @10% of the contract value. The successful bidder shall submit the prescribed amount within 10 days from the date of issue of contract order.
9	Assignment Duration	The tenure of assignment/contract would be initially for a period of 1 year which may be extended for another two years on a yearly basis from the date of signing of the contract subject to satisfactory performance .

RECEIPT OF TENDER DOCUMENTS	**ODISHA LIVESTOCK RESOURCES DEVELOPMENT SOCIETY (OLRDS)** **OBPI CAMPUS,SIRIPUR** **BHUBANESWAR- 751003** **Mail:** ***olrdsahd@gmail.com***
PLACE OF OPENING OF TENDER	
ADDRESS FOR COMMUNICATION	

TERMS AND CONDITIONS FOR SUBMISSION OF EXPRESSION OF INTEREST

1. Interested bidders may collect EoI form from the Office of the Chief Executive Officer, OLRDS, OBPI Campus Bhubaneswar during office hours on working days or may download EoI Form from the official website of OLRDS **(olrds.odisha.gov.in)**, DAH & VS **(dahvs.odisha.gov.in) & NIC,Khordha (khordha.odisha.gov.in)**
2. Proposals must be received not later than **5 PM of Dt.29.07.24** at the Office of CEO,OLRDS and proposals that are received after the deadline will not be considered in the bidding process.
3. On the basis of Technical Evaluation, marks will be allotted for each point. Firm scoring minimum 50%marks will be declared as successful bidder and empaneled as the intermediaries for Livestock Insurance.
4. Insurance intermediary will get their commission as Insurance brokerage from the Insurance company (to be selected by OLRDS) as per IRDAI guidelines as notified **vide (payment of commission or remuneration or reward to Insurance Agents and Insurance Intermediaries) regulations, 2016** and mutually agreed with the terms and conditions between the Insurance Intermediary and Insurance Company.
5. CEO, OLRDS reserves the right to change any schedule of the bidding process.

A. Minimum Eligibility Criteria

1. Insurance Intermediary should have been working in Livestock and Poultry insurance field for a period of minimum 2 years (Copy of work order to be provided)
2. The firm should have IRDAI registration license with approval for livestock insurance as (payment of commission or remuneration or reward to insurance agents and insurance intermediaries) regulations, 2016
3. The firm should have been audited for transactions of business by a Chartered Accountant.
4. Having office at Bhubaneswar (Odisha) if not the firm will have to submit undertaking to open office in Bhubaneswar (Odisha) if contract is awarded.

B. Scope of work for Insurance Intermediary & Related Processes

1. Insurance intermediary shall be doing the intermediation & co-ordination between the Department of Animal Husbandry at the block& district level, OLRDS and DAHVS at State level, Insurance Co. & Beneficiary for successful implementation of the Scheme.
2. The insurance intermediary shall render the pre-placement and post-placement services
3. Insurance Intermediary shall have representatives in all districts who will ensure the total targeted number of animals is covered under the scheme with the stipulated time frame.
4. Insurance Intermediary shall be responsible to make the necessary IEC activities (Information, Education & Communication) amongst the farmers and spread awareness about the programme.
5. Insurance Intermediary shall be responsible for making intimation to Insurance Company and arranging visit of surveyor for physical verification of carcass & tag/chip, Collection of entire set of required documents & submission of the same to the insurer. Intermediary shall facilitate transfer of Farmers share of premium (to be paid electronically in favour of insurer) for underwriting of Policy.

6. Follow-up with Insurer to obtain Insurance Policies and further to check & confirm for policies issued in line with tender conditions.
7. The **GO-SUGAM Portal of Govt.of Odisha will be aligned with the portal of Insurance Company/Insurance Intermediaries** towards monitoring mechanism for easy collection of applications, settlement of claims & monitoring of the programme at each District /State level to which the Insurance Company/Insurance Intermediaries should agree & co-operate.
8. Similarly at the time of claims, Insurance Intermediary shall be responsible for collection of entire set of required documents for claim settlement and submit to Insurance Company for settlement of Claims. This process may be carried out either by way of hard copy or soft copy as may be agreed upon with mutual consent from Insurer and Insurance Intermediary. Insurance Intermediary will also act as a co-ordinator/facilitator between Farmer/Insurer and Govt.Officials for smooth implementation of the Scheme.
9. Insurance Intermediaries should make endeavor to facilitate the process of claim settlement and see the same gets settled within agreed timeline after submission of documents by the beneficiary.
10. Insurance Intermediary will provide regular updates/reports & MIS to the OLRDS on the status of Enrolment, Claims and Customers queries & Complaints (if any)
11. Insurance Intermediary needs to oversee the following:
    a) The animal Insured will have to be properly & uniquely identified at the time of insurance .The traditional insurance method of ear tagging or the recent technology of fixing microchip (like RFID) could be used at the time of taking the policy.
    b) The cost of fixing the ear tags/microchip will be borne by the selected Insurance company. Beneficiaries will be responsible for safe keeping of ear tag/microchip, falling which he/she will not be eligible to claim insured amount.
    c) While processing an insurance proposal, minimum one geo tagged photograph of the animal clearly displaying the EAR TAG shall be required. It will be mandatory for the Insurance Company /Insurance intermediary to keep these photos in records. The Insurance Company will bear the cost of photos and EAR TAGS AND MICROCHIPS.
    d) Insurance coverage will be provided after a valid Health Certificate issued by Veterinary Doctor of Govt.of Odisha of concerned area. Ear Tag no./Microchip identification number should be mentioned in Health Certificate.
    e) After the payment of premium share by the owner, the policy will be effective for coverage of risk management and insurance premium share by owner should be electronically transferred in favour of Insurance Co.
    f) Only five documents would be required by the insurance company for settlements of claims of full sum insured namely
        i) Information of death of animal by owner to the Insurance Company/Intermediary
        ii) Insurance Policy paper
        iii) Intact Ear- Tag (To be collected by Intermediaries) or scanned record of the microchip.
        iv) Claim Form

v) Post Mortem Report from concerned area Govt.Veterinary Doctor

g) Claim intimation should be intimated to the block level Govt. veterinarian & nominated person of Insurance Company/Intermediary by Phone / mobile (whattsapp)/E-mail / SMS as soon as possible. The carcass should not be disposed off at the time of lodging claim and it should made available for inspection of Insurance Company/Intermediary if it desires and inform to do so within 6 hours of intimation. If Insurance Company/Intermediary does not inform for inspection of carcass within 6 hours of intimation, owner will dispose after Post Mortem.

h) The beneficiary should get full payment of the sum insured in case of the death of the animals. If there is delay in setting a claim or the claim is rejected , the intermediary will inform the claimant and to the Chief District Veterinary Officer along with OLRDS/DAH & VS. It must be fully justified by the concerned insurance company.

i) In case of sale of the insured animal or otherwise transfer of animal from one owner to other, before expiry of the insurance policy, the benefit of insurance coverage will shift to new owner. The formalities for transfer of livestock policy and fees and sale deed etc. required for transfer should be mentioned in insurance document paper.

A) OTHER CRITERIA

1) Technical bid should essentially include & the bidder needs to submit
   a) Photocopy of certificate of registration with IRDAI having approval for livestock insurance
   b) Valid GST registration certificate with up to date filing of returns
   c) Affidavit regarding non blacklisting by the Central Govt./any State Govt./any Govt.
   d) All documents as mentioned in the Technical Evaluation Criteria
   e) Declaration to accept to all the terms and conditions of the proposal.
   f) Only those documents which have been asked have to be given with page number.
   g) Work experience in executing Livestock Insurance Scheme for at least 2 years (work order and generated invoice copy).
   h) EMD of Rs.30,000 in shape of demand draft drawn in any nationalized bank in favour of Chief Executive Officer,Odisha Livestock Resources Development Society payble at Bhubaneswar.
   i) Money receipt/Demand draft of Rs.2360 (Rs.2000/-+ 18% GST) towards the cost of tender document and its processing. The Bank Draft towards EMD of unsuccessful bidders will be refunded. However the draft towards EMD for successful bidders will be refunded after six months of closure of the Scheme.
2) All the enclosure must be attested/self-attested by the bidder.
3) The decision of the Technical Committee will be final.
4) The successful bidders will have to execute a tripartite agreement within four weeks (after selection of Insurance Company) with the CEO, OLRDS, and the Insurance Company incorporating all the terms and conditions of this proposal notice and EoI on non-judicial stamp paper of Rs.100/-.
5) **Extension in time for completion of work:** Extension in time for completion of work may be approved by the DAH & VS and OLRDS.

6) In case of any dispute, the decision of DAH & VS and Vice-President, OLRDS will be binding to all.
7) The Chief Executive Officer, OLRDS reserves the right to amend or reject all or any part of the proposal.
8) All legal proceedings, if necessary arises shall be subject to jurisdiction of competent court of justice in Bhubaneswar, Odisha.
9) More information may obtain from the OLRDS, OBPI Campus, Bhubaneswar, website – **olrds.odisha.gov.in**

9.7.24

Chief Executive Officer, OLRDS

TECHNICAL EVALUATION CRITERIA

Sl. No	Particulars	Marking Criteria	Remarks	Max. Marks
1	No.of years of holding an Insurance Broking License granted by IRDAI	• 2-3 years:5 marks • 3-5 years :7 marks • > 5 yrs:10 marks	IRDAI License Copy to be attached	10
2	Average annual turnover of the Insurance Intermediary for the FY 20-21,21-22 & 22-23	• INR 1-3 Cr: 5 marks • INR 3-5 Cr: 7 marks • INR 5 .0 Cr and above :10 marks	Certified by Chartered Accountant	10
3	No.of Central Govt/State Govt./Any Govt.undertaking /Semi Govt.Institute /PSU clients handled in last 3 years	For each client : 2 mark Max: 10 marks	Mandates to be attached / work order copies/project completion report/achievement report	10
4	Should have implemented mass insurance/experience for Livestock/Poultry Scheme implemented through Central or State Govt.	2 marks for each state. Max: 10 marks	Work Order/ Invoice to be attached	10
5	Number of Livestock / insured over the years	10000-20000 : 5 marks 20000-50000: 7 marks >50000 :10 marks	Proof needs to be attached like achievement Reports/ work order /project completion report	10
6	Number of Livestock claim settled over the years	• 100-500 : 5 marks • 500 -1000 : 10 marks • 1000-5000:15 marks • > 5000 :20 marks	Proof needs to be attached	20
7	Having office at Bhubaneswar (Odisha) or willing to open office in Bhubaneswar (Odisha) if contract is awarded (eligibility criteria)	a) Already having Office at Bhubaneswar : 10 marks b) Will open office in Bhubaneswar : 5 marks	a) Rent agreement, Communication to IRDAI b) Self-Declaration	10
8	a) No.of full time employees of the bidder pan India as approved by IRDAI b) Number of full-time employees of the bidder in Odisha having requisite qualification of insurance Broking as approved by IRDAI (Broker qualified person)	a) 10-30 :2 marks > 30 : 5 marks b) For each employee : 1 marks Max: 5 marks	Auditors certificate along with all supporting documents	10
9	Bidder should have its own digital platform to upload photos, proposal form, Health Certificate & Required documents including claim intimation, carcass photo etc. Software should be able to generate various reports/MIS and give access to concerned officials of the Animal Husbandry Department.	a) Already having application : 10 marks b) Will be providing application later if contract is awarded : 5 marks	A) Photocopies of screens of existing platforms B)Self declaration	10
	TOTAL			100

APPLICATION FORMAT FOR SUBMISSION OF EOI

Interested Agencies are requested to submit the EoI as per the format described below:

General Details of the agency/Company: (As check list)

Sl.No	Particulars	Documents attached (Yes/No)	Details of Documents Attached	Mention Page No.
1.	Name of Agency/Company			
2.	Address of Head Office: Name of the contact person: Mobile no.: E-mail ID:			
3	Corresponding Office Add. (if other than above) Name of the contact person: Mobile : E-mail.ID:			
4	No. of years of holding an Insurance Broking License granted by IRDAI			
5	Business Premium Turnover of the insurance Intermediary Revenue for FY 21-22,22-23 &23-24			
6	No. of Central Govt/ State Govt./Any Govt. undertaking/ Semi Govt. Institute/PSU clients handled in last 3 years			
7	Should have implemented mass insurance/experience in Livestock /poultry scheme in Odisha. Details			
8	No. of Livestock insured over the years. Details			
9	No. of Livestock claim settled over the years. Details			
10	Having office in Bhubaneswar (Odisha) or willing to open office in Bhubaneswar (Odisha) if contract is awarded.			
11	a) No. of full-time employees of the bidder pan India as approved by IRDAI b) Number of full-time employees of the bidder in Odisha having requisite qualification of insurance Broking as approved by IRDAI (Broker qualified person)			
12	Bidder should have its own digital platform to upload photos, proposal form, Health Certificate & Required documents including claim intimation, carcass photo etc. Software should be able to generate various reports/MIS and give access to concerned officials of the Animal Husbandry Department.			
13	Affidavit regarding non-blacklisting			
14	GST registration Number			
15	Audited account statement of last 3 years (2020-21-, 2021-22, 2022-23)			
16	EMD (Details of DD)			

ANNEXURE-D
[Rule 213 (ii)]

Model Bank Guarantee Format for Performance Security

To

The Governor of Odisha.

WHEREAS.. (name and address of the supplier) (hereinafter called "the supplier") has undertaken, in pursuance of contract no.................. dated .... to supply .... (description of goods and services) (herein after called "the contract").

AND WHEREAS it has been stipulated by you in the said contract that the supplier shall furnish you with a bank guarantee by a scheduled commercial bank recognized by you for the sum specified therein as security for compliance with its obligations in accordance with the contract;

AND WHEREAS we have agreed to give the supplier such a bank guarantee.

NOW THEREFORE we hereby affirm that we are guarantors and responsible to you, on behalf of the supplier, up to a total of .... (amount of the guarantee in words and figures), and we undertake to pay you, upon your first written demand declaring the supplier to be in default under the contract and without cavil or argument, any sum or sums within the limits of (amount of guarantee) as aforesaid, without your needing to prove or to show grounds or reasons for your demand or the sum specified therein.

We hereby waive the necessity of your demanding the said debt from the supplier before presenting us with the demand.

We further agree that no change or addition to or other modification of the terms of the contract to be performed thereunder or of any of the contract documents which may be made between you and the supplier shall in any way release us from any liability under this guarantee and we hereby waive notice of any such change, addition or modification.
This guarantee shall be valid until the ..... day of ...., 20.....

Our.. branch at ....* (Name & Address of the ....* branch) is liable to pay the guaranteed amount depending on the filing of claim and any part thereof under this Bank Guarantee only and only if you serve upon us at our ....* branch a written claim or demand and received by us at our ....* branch on or before Dt....................otherwise bank shall be discharged of all liabilities under this guarantee thereafter.

....
(Signature of the authorized officer of the Bank)

....
Name and designation of the officer

....

....
Seal, name & address of the Bank and address of the Branch

** Preferably at the headquarters of the authority competent to sanction the expenditure for purchase of goods or at the concerned district headquarters or the State headquarters.*