

DHS/MHIS/MHIS 5 TP/9/2022/776

Date: 18th July, 2022

**Minutes of the MEGHA HEALTH INSURANCE SCHEME PHASE 5 and AYUSHMAN BHARAT PRADHAN
MANTRI JAN AROGYA YOJANA Pre-Bid Meeting held on 12TH July, 2022**

Members Present:

Representatives from the Government of Meghalaya: Attendance attached in **Annex I**

1. Shri. Sampath Kumar, IAS, Principal Secretary, Health & Family Welfare Department – Chairman
2. Dr. (Mrs.) H.C Lyndem, Director of Health Services (MI)– Member
3. Dr. S. S. Nongbri, Director of Health Services (Research etc.) – Member
4. Smt. S.N. Sangma, Under Secretary, Law Department, Government of Meghalaya– Member
5. Shri. Paul Khongjee, Director of Finance, Megha Health Insurance Scheme – Member
6. Smt. S Dkhar, State Manager MHIS – Member

Representatives of Insurance Companies/Bidders: Attendance attached in **Annex I**

- | | |
|-------------------------------|--------------------------------|
| 1. Shri. L.S Puni Isaac | National Insurance Co. Ltd. |
| 2. Smt. F. B. Jyrwa | New India Assurance Co. Ltd |
| 3. Smt. Ina Das | Oriental Insurance Co. Ltd. |
| 4. Shri. Swarup Kumar Das | Universal Sampo GIC Ltd. |
| 5. Shri. Viben Babu | Reliance GIC Ltd. |
| 6. Shri. Rajeshri Chakrabarty | Bajaj Alliance GIC Ltd. |
| 7. Shri. Ajay Kn Prasad | IFFCO TOKIO GIC |
| 8. Shri. Bikash Bora | Star Health & Allied Insurance |
| 9. Shri. A Muni Chaky | United India Insurance Co. Ltd |

1. INTRODUCTION

- 1.1 On the 4th July, 2022, the Department of Health & Family Welfare, Government of Meghalaya (the State Nodal Agency) commenced a competitive bidding process by issuing tender documents (the TENDER DOCUMENTS), inviting eligible and qualified insurance companies to submit their bids (the Bids) for the implementation of the Megha Health Insurance Scheme /Ayushman Bharat – Pradhan Mantri Jan Arogya Yojana (MHIS 5) issued by the Government of Meghalaya vide No. DHS/MHIS/MHIS 5 TP/9/2022/767, Dated 4th July, 2022.
- 1.2 On 12th July, 2022 a pre bid meeting was held at the Conference Room, Main Secretariat, Shillong -793001, India at 1330 hrs (the Pre-Bid meeting) to provide an understanding of the scheme, the terms of the draft Insurance Contract, the bid process and the services to be provided by the successful bidders and to understand any queries, issues and suggestions that the bidders put forward.



GOVERNMENT OF MEGHALAYA

Office of the Chief Executive Officer
State Nodal Agency -Megha Health Insurance Scheme,
Department of Health and Family Welfare, Government of Meghalaya
Health Complex, Red Hill Road, Laitumkhrach, Shillong – 793003, Meghalaya
Phone no.: +91 364 – 250 7477, e-mail: info@mhis.org.in

2. DISCUSSION

2.1 The Pre-Bid meeting commenced with a welcome note by Shri. Sampath Kumar, IAS, Principal Secretary, Health & Family Welfare Department cum Chairman the Bid Tender Committee.

2.2 Thereafter, it was followed by an introduction from the all the Bidders present in the meeting.

2.3 Subsequently, a presentation was made by Smt. S Dkhar, State Manager - SNA informing the bidders about the following:

- a) Snap shot of MHIS I, II and III features and incidences.
- b) MHIS IV-PMJAY Implementation including registration, utilization and others
- c) Features of PMJAY - MHIS V
- d) MHIS IV and MHIS V major points of differences.
- e) MHIS V Major Insurer Obligations
- f) Modification in MHIS V - Addendum and Corrigendum.
- g) Bidding Process for MHIS V
- h) Bidding Schedule for the scheme.

At the end of the presentation, the State Manager enumerated the need for all bidders to go through the Tender Documents thoroughly. Bidders were informed to be mindful of the clauses pertaining to the bidding process and documents to be submitted.

Pertaining to the Solvency ratio required to be maintained by all Insurance Companies, a new Office Memorandum has been issued by the Ministry of Finance, advising states to provide forbearance to the public sectors general Insurance companies in order to promote competitive bidding process. Therefore, an addendum/corrigendum will be issued accordingly.

2.4 During the meeting, the representatives of the Bidders raised queries and sought clarifications. The Queries and clarifications were noted to be clarified to the best extent possible, with a caveat that only written responses provided based on the written queries shall be binding. The oral responses provided in the meeting are being captured in **Annex II** to these minutes only for clarifications and are not binding.

Some key issues discussed during the round of questions and answers are:

- a. Notification of new District in the State - Eastern West Khasi Hills District, for which insurance company will have to make provisions for implementation as indicated in the Contract Documents.
- b. The Bidders present in the meeting were all informed to **share their queries latest by 1700 hrs. of the 13th July, 2022.**

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- c. The Bidders have been requested to fulfil all the obligations that has been laid down as mandatory.
- d. Several of the bidders present had already shared their queries via email prior to the pre bid meeting, other Bidders were also encouraged to share their queries and to make the submissions by the date and time mentioned as above.
- e. Response to the Queries received will be responded cumulatively and information will be sent via email to the Bidders and also uploaded online.

Based on discussions with the Bidders and the Tender Committee the following Bid Schedule was agreed upon:

Issue of clarifications and Issuance of Addenda	18 th July,2022
Issue of Revised Final Tender Document	18 th July,2022
Bid Due Date (up to 1100 Hrs)	25 th July,2022
Opening of Bid and Bid Application Letters (1300 Hrs)	25 th July,2022
Announcement of Qualified Bidders (1000 Hrs)	26 th July,2022
Opening and Evaluation of Financial Bids (1400Hrs)	26 th July,2022

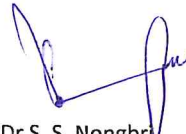
The meeting ended with a Vote of Thanks by the Chairman of the Tender Committee.



Shri. Sampath Kumar, IAS.
Chairman Tender Committee
Principal Secretary
Department of Health & Family Welfare



Dr. H.C. Lyndem,
Director of Health Services (MI)



Dr S. S. Nongbrui,
Director of Health Service (R)

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Smt. S.N. Sangma,
Under Secretary Law Department


Shri P Khongjee,
Finance Director, MHIS


Smt. S. Dkhar,
State Manager, MHIS

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Date: 18th July, 2022

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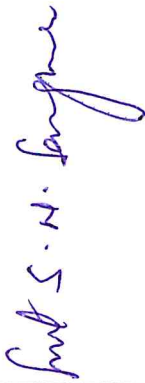

1. Principal Secretary, Health & Family Welfare Department, for your kind information
2. Secretary, Health & Family Welfare Department, for your kind information
3. Secretary, Law Department, for your kind information
4. Secretary, Finance Department, for your kind information
5. Mission Director – NHM for your kind information
6. Director of Health Services (MI), Meghalaya, for your kind information
7. Director of Health Services (MCH&FW), Meghalaya, for your kind information
8. Director of Health Services (Research etc.), Meghalaya, for your kind information
9. Director of Finance – Megha Health Insurance Scheme, for your kind information
10. State Manager – State Nodal Agency – MHIS, for your kind information



Chief Executive Officer
Megha Health Insurance Scheme (MHIS)
Member Secretary – Tender Committee
Govt. of Meghalaya





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 Department of Health and Family Welfare, Government of Meghalaya
 Health Complex, Red Hill Road, Laitumkhirah, Shillong – 793003, Meghalaya
 Phone no.: +91 364 – 2507477 Mobile: ~~+91-957569-5577~~, e-mail: info@mhis.org.in

ATTENDANCE SHEET FOR COMMITTEE MEMBERS			
PRE-BID MEETING FOR THE TENDER OF MHIS V/AB PMJAY ON 12 th July 2022: 01:30 Hrs			
Sl. No.	NAME	DESIGNATION AND DEPARTMENT	SIGNATURE
1.	Shri. Sampath Kumar, IAS.	Principal Secretary, Department of Health & Family Welfare, Government of Meghalaya - Chairman, Tender Committee.	
2.	Smti. Rosette M. Kurbah, IAS.	Secretary Health & Family Welfare Department, Government of Meghalaya - Member, Tender Committee.	
3.		Secretary, Law Department, Government of Meghalaya - Member, Tender Committee.	
4.		Secretary, Finance Department, Government of Meghalaya - Member, Tender Committee.	
5.	Shri. Ram Kumar S, IAS.	Chief Executive Officer - Megha Health Insurance Scheme, and Mission Director - National Health Mission, Government of Meghalaya – Member Secretary, Tender Committee.	

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Sl. No.	NAME	DESIGNATION AND DEPARTMENT	SIGNATURE
6.	Dr. H. C. Lyndem.	Director of Health Services (MI), Government of Meghalaya – Member, Tender Committee.	
7.	Dr. L. Challam.	Director of Health Services (MCH&FW), Government of Meghalaya – Member, Tender Committee.	
8.	Dr. S. S. Nongbri.	Director of Health Services (Research etc), Government of Meghalaya – Member, Tender Committee.	
9.	Shri. Paul Khongjee.	Director of Finance, Megha Health Insurance Scheme – Member, Tender Committee.	
10.	Smti. Sonata Dkhar.	State Manager, State Nodal Agency, Megha Health Insurance Scheme – Ayushman Bharat Pradhan Mantri Jan Arogya Yojana – Member, Tender Committee.	 12/07/2022

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 Phone no.: +91 364 - 2507477 Mobile: +91 9857503 7577, e-mail: info@mhis.org.in



Sl. No.	NAME	DESIGNATION AND DEPARTMENT	SIGNATURE
1	Ajay An Braasael	Marketing Manager. IFFCO TOKIO GIC	
2	L.S. Pouri SATAC	Assistant Manager, NICK	
3.	Rajivochi Chakraborty	Deputy Manager - Bajaj Allianz GIC Ltd.	
4.	Viben Babu	Manager - General Business Reliance General Insurance	
5.	A. Monni Chakry	Sr. Asst. Manager UIC	
6.	Ina Das	Divisional Manager Oriental Insurance Co Ltd.	

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Sl. No.	NAME	DESIGNATION AND DEPARTMENT	SIGNATURE
7.	Mr. F. B. Jyoti	Sr. Divisional Manager New India Assurance Co. Ltd.	<i>[Signature]</i> 12/7/2022
8.	SWARUP KUMAR DAS	Senior Sales Manager Universal Sampo General INSURANCE CO LTD	<i>[Signature]</i> 12/7/22
9.	Bikash Bora	Branch Manager State Health & Allied Insurance	<i>[Signature]</i> Bikash Bora

ANNEX II

Queries And Response at the Pre-Bid Meeting held on 12th July 2022

The queries raised and clarification sought by the representative of the Bidder and the responses provided are set as follows:

Queries/Clarification Raised During the Pre-Bid Meeting held on the 12 th July 2022	
SL No.	Response
1	<p>Queries/Clarification</p> <p>What is the percentage assigned for undertaking IEC activities by Insurer from the Premium?</p> <p>Response</p> <p>The insurers can refer to Clause 18 of the Volume II of the Tender Documents (Insurance Contact). Selected Insurer will need to support the State in IEC activities; there is no percentage calculated from the Premium for IEC activities.</p>
2	<p>Whether Claims Data and Presentation will be shared.</p> <p>Yes, both will be shared with Bidders.</p>
3	<p>Can the Claims dump up to 15th July 2022 be provided?</p> <p>The Claims data and dump will be provided till 30th June 2022 as indicated in the presentation.</p>
4	<p>Can the Admin cost be at a flat rate of 15%?</p> <p>The Bid Tender Committee members shall discuss and update accordingly.</p>
5	<p>What is the calculation for Premium for renewal cover Policy period?</p> <p>Bidders to refer to Clause 8 (D) of the Insurance Contract.</p>
6	<p>What is the difference between the Tender issued in April and the one issued currently?</p> <p>The changes have been highlighted during the presentation, which include the change in insurance cover, calculation for administration cost. Bidders need to refer to the current Tender Documents issued on 5th July 2022; and not the Tender documents issued on April 2022 which was cancelled as per Notice No. DHS/MHIS/MHIS 5 TP/9/2022/553 dated 1st June 2022.</p>
7	<p>Can the hospital list for Portability/NTMS be shared?</p> <p>Bidders can check/ refer to the National portal/ AB-PMJAY portal for the list of hospitals.</p>
8	<p>Can Bids Applications be submitted in pen drive instead of CD/DVD?</p> <p>Yes, Bidders may provide the information in a pen drive.</p>