

No. DHS/MHIS/MPTP/2/2026/322

Dated:16.03.2026

Addendum/Corrigendum

Reference to Tender Notice dated 07th March, 2026 for the proposal from qualified consultancy firms to provide professional and expert services for the evaluation to restructure and redesign the implementation features of the Megha Health Insurance Scheme and in continuation to the Pre-Bid Meeting held on 13th March, 2026, the following additions and corrections to the Tender Documents are hereby notified to all concerned:

1. Clause 22 A i of RFP has been replaced by the following:

A. Each Bidder shall submit:

- i. One original copy, and One physical photocopy of the same, clearly marked as “Duplicate Copy” duly signed and stamped, of the Bid Application Letter and all supporting documents.

2. Clause 14 of the RFP has been replaced by the following:

It will be deemed that by submitting a Bid, each Bidder agrees and releases the State Nodal Agency its employees and advisors, irrevocably, unconditionally, fully and finally from any and all liability for claims, losses, damages, costs, expenses or liabilities in any way related to or arising from the Tender Documents and/or in connection with the Bidding Process, to the fullest extent permitted by applicable law and waives any and all rights and/or claims it may have in this respect, whether actual or contingent, whether present or in future except for any claims as may be determined by a court of competent jurisdiction.

3. Annexure A 2 A. of the RFP has been replaced by the following:

2. Confirmation of Technical Eligibility

A. Relevant Sectoral Experience:

We confirm that we have successfully completed at least three (3) consultancy assignments in the last five (5) years in two or more of the following domains:

- i. Health insurance scheme design.
- ii. Actuarial modelling and financial projections.
- iii. Health Benefit Package (HBP) design or revision.
- iv. Public health programme implementation or evaluation.
- v. Advisory services for Government health schemes (including PM JAY or State Sponsored health insurance or assurance schemes).

Documentary evidence in the form of **work orders and/or completion certificates** is enclosed

4. Clause 29 A. iv of the RFP has been replaced by the following:

- iv. Subject to fulfillment of the conditions specified in Clause 29 B, requesting it to execute the Service Contract and to fulfill the conditions precedent to execution in accordance with Clause 30.

5. Clause 4.2.3.4 of the Service Contract has been replaced by the following:

The Consultancy Firm may request to the State Nodal Agency for an extension of the delivery schedule not less than 2 weeks before the expiry of the date/month fixed for completion of the services. The State Nodal Agency may agree to extend the completion schedule, with or without liquidated damages and denial clause, by issuing a written notice to the Consultancy Firm.

6. Clause 3.5 of the Service Contract has been replaced by the following:

3.5.1 The Consultancy Firm shall require to submit a Policy Document of the re-designed/re-developed Megha health Insurance Scheme Phase 7. The Consultancy Firm shall also be required

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to submit a Model Request for Proposal and a Model Insurance Contract for the purpose of the implementation of the Megha Health Insurance Scheme Phase 7.

- 3.5.2 The Consultancy Firm shall ensure that the Policy Document, the model Request for Proposal and the Model Insurance Contract for MHIS Phase 7 is comprehensive outlining the expectations and desires of the State Nodal Agency covering all aspects of the Scope of Service and by all means should possess the highest quality to enable the State Nodal Agency to undertake informed decisions with regard to the MHIS Policy.
- 3.5.3 All deliverables shall be submitted before the end of the Service Contract period and prior to the release of the final instalment of the Service Contract rate, as stipulated under Clause 4.18.2.3 of this Service Contract.
- 3.5.4 The State Nodal Agency shall review the documents as specified in clause 3.5.2 above within 7 days and accordingly issue a written notice whether the documents are acceptable and meet the requirements as specified in the scope of service as mentioned in clause 3 of this Service Contract.
- 3.5.5 If the State Nodal Agency does not notify the Consultant within the agreed time period, or if the State Nodal Agency uses the draft deliverable, the deliverable shall be deemed accepted.
- 3.5.6 In a situation where the State Nodal Agency is not satisfied with the contents and reject the documents, the State Nodal Agency shall provide reasonable grounds for such non-acceptance, and the Consultancy Firm shall take reasonable remedial measures to ensure the deliverable materially meets the agreed specifications within the next ten (10) days.
- 3.5.7 If, after remedial measures, the Consultancy Firm still fails to provide a deliverable that materially meets the agreed specifications within the stipulated timeframe, the State Nodal Agency shall be entitled to levy liquidated damages specified in clause 4.5 of the Service Contract. Such damages shall be deducted from the final installment payable under Clause 4.18.2.3 or any other dues payable to the Consultancy Firm.

7. Clause 4.2.2.2.3 of the Service Contract has been replaced by the following:

The termination of Service Contract for failure to become effective shall be subjected to a penal provision of 5% of the total Service Contract Fee. This penal provision shall be applicable if the State Nodal Agency opines that reasons given by the Consultancy Firm are not justified or matters related to Clause 4.5 of this Service Contract. This penal provision shall not be applicable for reasons of delay that may cause on account of delays by the State Nodal Agency.

8. Clause 3.4.5 of the Service Contract has been replaced by the following:

The Consultancy Firm shall be required to conduct a pilot-test or create a testing environment during the period of this Service Contract to facilitate acceptance of certain MHIS households/families with regard to their contribution toward the premium payment. The Consultancy Firm, in coordination with the State Nodal Agency, shall ensure that this pilot test include factors to convince such households/families such as enhanced benefits as given in clause 3.3.1.3.4 of this Service Contract.

9. Clause on Limitation of Liability shall be added as Clause 4.12:

4.12 Limitation of Liability

The liability of either Party (whether in contract, tort, negligence, strict liability in tort, by statute or otherwise) for any claim in any manner related to this Agreement, including the work, deliverables or Services covered by this Agreement, shall be the payment of direct damages only which shall in no event exceed one time the total contract price payable under this Agreement. The liability cap given under this Clause shall not be applicable to the indemnification obligations set out in Clause 4.11 and breach of Clause 4.9 of this Service Contract.

10. Clause 4.13 of the Service Contract (Previously Clause 4.12):

GOVERNMENT OF MEGHALAYA

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The existing Clause 4.12 shall be renumbered as Clause 4.13, and all subsequent clauses shall be renumbered sequentially.

11. Clause 4.4 of the Service Contract has been replaced with the following:

- 4.4.1 The Consultancy Firm shall require to undertake the evaluation under the Sope of Service by involving human resource personnels who are experts or have expertise in the fields of government sponsored health schemes, health financing, health economics, public health, health benefit package design, insurance, actuary, statistical methods with experience in using tools such as SPSS, Microsoft Excel, Minitab or any other software or application which have provisions for statistical evaluation.
- 4.4.2 The State Nodal Agency has identified an indicative list of the minimum required number of manpower/human resource personnels along with the desired expertise as given in Annexure 7 of this Service Contract.
- 4.4.3 Notwithstanding to the terms as mentioned in Clause 4.4.2 above, the Consultancy Firm shall ensure that the manpower/human resource personnel are appointed to execute activities within the specified timelines as mentioned in the scope of service under Clause 3 and remain active during the period of the Service Contract and any extension thereof.
- 4.4.4 The State Nodal Agency reserves the right to require the Consultancy Firm to augment or enhance the number of manpower/human resource personnel, if deemed necessary subjected to the pace and progress of the activities of the scope of service as given in Clause 3 of the Service Contract.

12. Annexure 7 of the Service Contract has been added.

Annexure 7
Indicative List of Minimum Number of Manpower/Human Resource Personnel

Sl. No	Area/Expertise	Position	Minimum No. of Manpower
1	Actuary/Health Economics/Socio Economics/Public Health/Health Insurance Policy/Health Benefit Packages/Government-Sponsored Health Insurance.	Project Lead	1
2	Health Economics/Public Health/Health Insurance Policy/Government-Sponsored Health Insurance/Socio Economics	Team Lead	1
3	Health Package Benefits & Standard Treatment Guidelines	Team Lead	1
4	Health Package Benefits & Standard Treatment Guidelines (with clinical background/medical and surgical expertise)	Senior Medical/Surgical Manager	2
5	Actuary/Actuarial Science	Team Lead	1
6	Actuary/Actuarial Science	Assistant Team Lead	1
7	Data Analysis with an expertise in Statistical Methods and applications such as SPSS, Excel, Minitab or equivalent tools)	Manager	1
8	Data Analysis with an expert in Statistical Methods (SPSS, Excel, Minitab or equivalent tools)	Senior Data Analysts	2
9	Policy Research Support	Senior Research Workers	3
10	Policy Research Support	Research Workers	5
11	Programme/Data Analysis	Data Analysts	4
12	Field Data Collection/Coordination	Field Coordinators	10
13	Administrative and Logistical Support	Administrative Staff	2

Sd/-
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Chief Executive Officer,
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Government of Meghalaya