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**Limited RFP Document: Insurance of Property, Liability & Employees/s**

**KANNUR INTERNATIONAL AIRPORT LTD.**

**(Tender No.: FIN/01/2023-24/INS)**

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**RFP No.: FIN/01/2023-24/INS**

**RFP Date: November 09, 2023**

**SUB: INSURANCE FOR PROPERTY, LIABILITIES AND EMPLOYEES OF  
M/S KANNUR INTERNATIONAL AIRPORT LTD.**

**RFP ISSUE DATE: November 09 , 2023**

**DUE DATE AND TIME OF SUBMISSION OF BIDS: November 27, 2023 @ 1500 Hrs.**

**CIN: U63033KL2009PLC025103**

**GSTIN: 32AADCK8494N1ZX**

**Registered Office:**

Kannur International Airport P. O.,  
Mattannur, Kannur 670708,  
Kerala, India

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**KANNUR INTERNATIONAL AIRPORT LTD.**  
(Tender No.: FIN/01/2023-24/INS)

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**SECTION – 1**

**DISCLAIMER**

**1       DISCLAIMER**

- 1.1       This Invitation to Tender, also called the Request for Proposal (“RFP”), is being issued by KANNUR INTERNATIONAL AIRPORT LTD. (“KIAL”) for the purpose of providing certain information to Interested Parties to participate in the process of selection of Successful Bidder for rendering Insurance Services to KIAL. This RFP is a non- transferable document and has been issued only to the Interested Parties.
- 1.2       The information contained in this RFP is being provided by KIAL for the limited purposes of enabling the Interested Parties to submit a Tender in response to this RFP, for rendering Services as required and no other purpose. In no circumstances shall KIAL, its present or future shareholders or their respective employees, directors, advisors, consultants, contractors, servants and / or agents be liable for any loss, injury or damage arising out of or in respect of the issue of this RFP, or the Tender Process.
- 1.3       This RFP is being made available by KIAL to the Interested Parties on the terms set out in this RFP. The possession or use of this RFP in any manner contrary to the purpose set forth herein or any Applicable Laws is expressly prohibited. The Interested Parties shall inform themselves concerning, and shall observe and comply with, all applicable legal requirements.
- 1.4       This RFP does not, and does not purport to, contain all the information that the Bidders and their advisors would desire or require in reaching a decision as to the submission of the Tender. This RFP is a summary of available information and no reliance shall be placed on any information or statements contained herein, and no representation or warranty, expressed or implied, is or will be made in relation to such information and no liability is or will be accepted by KIAL, its present or future shareholders or their respective employees, directors, advisors, consultants, contractors, servants and / or its agents in relation to the accuracy, adequacy or completeness of such information or statements made nor shall it be assumed that such information or statements will remain unchanged.
- 1.5       The information does not purport to be comprehensive or to have been independently verified. Nothing in this RFP shall be construed as legal, financial or tax advice. KIAL will not be liable for any costs, expenses, however so incurred by the Bidders in connection with the preparation or submission of Tender. KIAL reserves the right to amend this RFP or its terms and any information contained herein at any time by notice, in writing to the Bidders. Further, it may in no event be assumed that there shall be no deviation or change in any of the herein-mentioned information.

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- 1.6 Neither the information in this RFP nor any other written or oral information in relation to the selection process of the Bidder for rendering Services or otherwise is intended to form the basis of or the inducement for submission of the Tender by any Bidder or for any investment activity or any decision to enter into any contract or arrangement in relation to rendering Services and should not be relied as such. Neither KIAL nor its present or future shareholders or their respective employees, directors, advisors, consultants, contractors, servants and / or its agents shall be liable to any Bidder under any law including the law of contract, tort, the principles of restitution or unjust enrichment or otherwise for any loss, expense or damage which may arise, or to be incurred, or suffered, in connection with this RFP, or any other information supplied by or on behalf of KIAL or its present or future shareholders, or their respective employees, directors, providing Services advisors, servants, agents, contractors or consultants or otherwise arising in any way from the selection process mentioned in this RFP.
- 1.7 Nothing in this RFP is, nor shall be relied upon as, a promise or representation as to KIAL's ultimate decision in relation to the award of the contract for rendering Services. KIAL expects to shortlist the Bidder for execution of the Contract in accordance with this RFP on the basis of the Tender submitted. The Bidders shall not, therefore, assume that they will have the opportunity to revise their Tender following submission, except as provided in this RFP. However, KIAL reserves the right to, change the basis of or the procedures (including Important Dates as per para 2.2) relating to the Tender Process, not furnish Bidders with any additional information nor otherwise negotiate with Bidders in respect of the provision of services at any time before the Last Date for submission of Tender.
- 1.8 No person other than the Chief Financial Officer of KIAL or any other official as mentioned in this tender document or as may be advised at a later date by the Chief Financial Officer of KIAL, has been authorized by KIAL to give any information or to make any representation not contained in this RFP and if given or made, any such information or representation shall not be relied upon as having been so authorized.
- 1.9 This RFP is confidential and personal to each Bidder, which, inter alia, prohibits disclosure of any information as defined in this RFP to any person or body corporate except as expressly permitted by KIAL. Any failure to comply with the above, shall entitle KIAL to disqualify the relevant Bidder forthwith.
- 1.10 Nothing contained in this RFP is, or shall be relied upon as, a representation of fact or promise as to the future. Any summaries or descriptions of documents or contractual arrangements contained in any part of this RFP are only indicative and cannot be and are not intended to be comprehensive, nor any substitute for the underlying documentation (whether existing or to be concluded in the future), and are in all respects qualified in their entirety by reference to them.

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- 1.11 This RFP outlines KIAL's expectations in relation to the Tender to be submitted by a Bidder. KIAL, its present or future shareholders or their respective employees, directors, advisers, consultants, contractors, servants and / or agents do not accept any responsibility for the legality, validity, effectiveness, adequacy or enforceability of any documentation executed, or which may be executed, in relation to the provision of rendering Services. KIAL shall not be obliged to appoint any of the Bidders to render Services and KIAL reserves the right to reject any, or all, of the Tenders, not to proceed with the selection process and to withdraw from the selection process, or any part thereof, at any time.
- 1.12 Nothing in this RFP shall constitute the basis of a contract which may be concluded in relation to rendering Services nor shall such documentation / information be used in construing any such contract. Each Bidder must rely on the terms and conditions contained in any contract, when, and if, finally executed, subject to such limitations and restrictions which may be specified in such contract.
- 1.13 The Bidders are prohibited from any form of collusion or arrangement, directly or indirectly (by any Bidder or its advisers or consultants), in an attempt to influence the selection and/or award process. Giving or offering of any gift, bribe or inducement or any attempt to any such act on behalf of the Bidder towards any director/ officer / employee of KIAL or its present or intended shareholders or to any other person in a position to influence the decision of KIAL, for showing any favour in relation to this RFP or any other contract, shall render the Bidder to such liability / penalty as KIAL may deem proper, including but not limited to rejection of the Tender of the Bidder and forfeiture of its Tender Security.
- 1.14 Laws of the Republic of India are applicable to this RFP.
- 1.15 Each Bidder's acceptance of delivery of this RFP constitutes its agreement to, and acceptance of, the terms set forth in this Disclaimer. By acceptance of this RFP, the recipient agrees that this RFP and any information herewith supersedes document(s) or earlier information, if any, in relation to the subject matter hereof.

**SECTION – 2**

**INVITATION TO TENDER / KEY OBJECTIVES**

**Limited RFP Document: Insurance of Property, Liability & Employees/s**  
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**2 INVITATION TO TENDER AND KEY OBJECTIVES**

**2.1 Invitation to Tender**

2.1.1 By this RFP, KIAL invites the Interested Public Sector General Insurance Companies; and Private sector General Insurance companies (only from those private sector general insurance companies as Leader for Property Insurance Policy (active policy as on date of issuance of this tender) issued to any Airport located in India with a minimum sum insured of Rs.2000 crores ) to submit respective quotations in response to Tenders for the selection of Insurer for insurance of their Property, Liabilities and Employees.

2.1.1 The Bidders may seek clarifications and obtain further information in accordance with the terms of this RFP, from:

**CHIEF FINANCIAL OFFICER**  
**KANNUR INTERNATIONAL AIRPORT LTD.**

Registered Office:

Kannur International Airport, P.O. Mattannur, Kannur – 670708.

e-mail id – [cfo@kannurairport.aero](mailto:cfo@kannurairport.aero)

and / or

**Ms Pallavi Vaidya - Chief Manager**  
**K M Dastur Reinsurance Brokers Pvt Ltd.**

2<sup>nd</sup> Floor, East Wing, Cumbata Building, Maharshi Karve Marg, Churchgate. Mumbai 400020.

e-mail id – [Pallavi.vaidya@kmdastur.com](mailto:Pallavi.vaidya@kmdastur.com)

2.1.2 The Bidders are advised to communicate at the above mentioned postal / e-mail address only for clarifications / information required. No communication at the personal e-mails / other e-mails IDs shall be entertained.

**2.2 Important dates**

2.2.1 Interested Parties are advised to adhere to following schedule for purposes of this RFP:

	<b>Description</b>	<b>Date</b>
1.	Publishing of RFP by KIAL	November 09, 2023
2.	Last date for submitting queries / asking clarifications	November 16 2023
3.	Proposed date for response by KIAL	November , 20 2023
4.	Last date for submission of Tender (on or before 1500 hrs.)	November , 27 2023



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2.2.2 The above dates are indicative and subject to change at KIAL's sole discretion. KIAL may change the above dates without giving prior notice and without incurring any liability.

**2.3 KEY OBJECTIVE**

Invite quotations from the Bidders for providing insurance to KIAL as detailed in this RFP.

**SECTION – 3**

**SCOPE OF SERVICES**

**3 Scope of Services**

**3.1** The broad scope of work for insurers shall be including but not be limited to as follows:

3.1.1 Timely issuance of policies as per agreed terms & conditions.

3.1.2 Provide timely endorsements and Cash Deposit (CD) statements.

3.1.3 KIAL Team Training on insurance matters; Risk Management Services and Advisory

3.1.4 Proactively driving all claims, prompt and efficient claim settlement

3.1.5 Update KIAL on Insurance industry news and developments.

3.1.6 Drawing up and signing up of Memorandum of Understanding (MOU) / Service Level Agreement (SLA).

**SECTION – 4**

**INSTRUCTIONS TO BIDDERS**

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**4 INSTRUCTIONS TO BIDDERS**

**4.1 Participation Conditions**

4.1.1 The Tender comprises requirement of following insurance policies for the year 2023-24

- I. Standard Fire & Special perils Insurance for the entire property
- II. Fire Loss of Profit insurance
- III. Standalone Terrorism Policy
- IV. Burglary Insurance
- V. Machinery Breakdown Insurance
- VI. Electronic Equipment Insurance
- VII. Plate Glass Insurance
- VIII. Fidelity Guarantee Insurance
- IX. Money Insurance
- X. Comprehensive Vehicle Package Insurance
- XI. Directors & Officers Liability Insurance cover for directors, key personnel and officers
- XII. Cyber Liability Insurance
- XIII. Airport Operators liability policy (AOL)
- XIV. Group Medclaim Floater policy for the employees & their dependents
- XV. Group Personal Accident policy for employees

4.1.2 Bidders must quote for all the policies mentioned above. Bidders not quoting for all the policies shall be disqualified. KIAL's decision on this shall be final and binding.

4.1.3 KIAL reserves the right to not opt for one or more policies as per their discretion even after opening of the tender bids. Bidders are not allowed to withdraw their tender if KIAL exercises this right.

4.1.4 Tenders once submitted and opened on Last Date of submission of tender, cannot be withdrawn thereafter.

4.1.5 Bidders are not allowed to quote conditionally which means; bidders shall not put any qualifying criteria.

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**4.2 Validity of Tender**

Each Tender shall be unconditional, firm and valid for at least 60 (Sixty) calendar days from the Tender opening date. Any Tender which has its validity period less than that specified above shall be liable to be rejected by KIAL as being non-responsive. However, KIAL reserves the right to consider such Tender(s) on case to case basis. In exceptional circumstances, if the process of the award of the Contract is not completed within the aforesaid initial Tender validity of 60 (Sixty) days, the validity of the Tender shall stand extended for a further period of 30 (Thirty) days, or any periods as may be intimated by KIAL, and KIAL shall, at least 15 (fifteen) days prior to the expiry of the initial period of 60 (Sixty) days, notify the Bidders accordingly. Provided however, the total period of the Tender validity shall not be in excess of 90 (Ninety) days from the Last Date for submission of Tender.

**4.3 Date of Submission of Tender**

4.3.1 The Tenders must be dropped in the tender box kept at the specified address as mentioned in Section 2.1.2 not later than 1500 hrs. IST on the date determined as set forth in Section 2.2 (the "Last Date for submission of Tender").

4.3.2 Any Tender received by KIAL after the Last Date for submission of Tender and time (which shall include the extended Last date for submission of Tender, if any, for submission of the Tender) will not be considered and returned unopened to the Bidder.

**4.4 Sealing and Marking of Tenders**

4.4.1 The bids are to be submitted in sealed envelopes as follows:

- A. Technical Bid for Part I
- B. Price Bid for Part I

4.4.2 Sealed Envelope containing Technical Bid to be put in a single sealed envelope marked as "TECHNICAL BID FOR TENDER NO. **FIN/01/2023-24/INS** LAST DATE November 27, 2023"

4.4.3 Sealed Envelope containing Price Bid to be put in a single sealed envelope marked as "PRICE BID FOR TENDER NO. **FIN/01/2023-24/INS**, LAST DATE November ,27 2023"

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4.4.4 The two envelopes containing Technical Bid and Price Bid of the offer shall be sealed separately and put in a large envelope duly sealed and shall bear the name and address of the bidder & their contact no. along with Tender number. The sealed envelope should reach at following address on or before 1500 hrs. IST on / before Last date for submission of Tender.

**CHIEF FINANCIAL OFFICER**  
**KANNUR INTERNATIONAL AIRPORT LTD.**

Registered Office:

Kannur International Airport, P.O. Mattannur, Kannur – 670708. KERALA STATE.

4.4.5 It should also be noted that in case the envelope is not sealed, the Tender is liable to be rejected.

4.4.6 The Bidders shall ensure that each and every sheet of the Tender, including additional sheet(s), if any, is initialed by an authorized representative of the Bidder and seal-stamped by the Bidder. The signed Tender document shall form part of the Technical Bid along with any other documents including “Deviations & Qualifications”

**4.5 PART A: TECHNICAL BID**

4.5.1 Technical **Unpriced** bid should have complete technical and commercial details as per tender documents required. *Price and/or Premium and/or Rate of premium should not be quoted in the Technical Bid.* Technical Bid with premium or rate of premium will be rejected.

4.5.2 The following documents duly signed and stamped needs to be submitted by the bidder for technical evaluation:

- 1) The signed Tender in full
- 2) ‘Compliance to Tender Requirement’ as per Annexure 17
- 3) ‘Declaration’ as per Annexure 18
- 4) A. Information as per Annexure 19  
B. Information as per Annexure 19A (applicable only to Private General Insurers)

4.5.3 Non-submission of the above will lead to technical disqualification of the bidder.

4.5.4 All the participating bidders are to note that if you are submitting the bid with any qualification or deviation from the coverage sought, such qualification or deviation shall be specifically stated policy-wise or section-wise in the TECHNICAL BID in a separate document under the name “Deviations & Qualifications” as per Annexure 20. *Comments and exclusions stated in PRICE BID or elsewhere in the TECHNICAL BID will not be considered as VALID and shall be ignored.*

4.5.5 Wherever the bidder is attaching standard policy wordings etc. and also signing the ‘Compliance to Tender Requirement’ which is found contradicting in nature then in such a scenario we would consider the latter as final & overriding any other such statements.

**4.6 PART B: PRICE BID**

The sealed envelope containing the Price Bid should not contain any other information except the Premium Quote. The Price Bid should be duly signed and stamped. Price Bid should be submitted in the format for the part/s quoted as per Section 5 of tender document. Detailed premium calculation along with applicable rates should be submitted as part of price bid, for the Fire Insurance policy and Fire Loss of Profit Insurance.

**4.7 Evaluation of the Bid:**

4.7.1 The process for the tendering and selection of the Successful Bidder for rendering Services shall be a Two stage process i.e. Evaluation of Technical Bid followed by Evaluation of Price Bid.

4.7.2 Price Bid of only the successful bidders, who have been qualified in technical evaluation, will be opened.

4.7.3 In case of a tie between two or more bidders at L1 position, all the L-1 bidders shall be asked to submit discount bid in terms of percentage discount over original quoted amount in a sealed envelope within a stipulated time as intimated by KIAL. In case of a tie again, the bidder with the highest turnover in any one year immediately preceding previous three years ending 31.03.2021 will be considered as L1. (Chartered Accountant certificate will be required as supporting document for same or audited Balance Sheet and Profit and Loss A/c)

**4.8 Amendment to the RFP**

4.8.1 At any time prior to the Last Date for submission of Tender, KIAL may for any reason, whether on its own or in response to a clarification requested by a Bidder, add, modify or alter the RFP by issuing an addendum. Any addendum issued shall be deemed to be a part of the RFP, and shall be communicated in writing.

4.8.2 To provide Interested Parties reasonable time in which to take an addendum into account in preparing their Tenders, KIAL may extend the deadline for submission of Tenders. In case after issuance of addenda, Bidders who have already submitted their Tenders, do not resubmit their Tenders, it shall be deemed that such Bidders do not intend to modify the Tenders on the basis of the addenda and the addenda have been taken into account.



**4.9 Rejection of Tender**

- 4.9.1 Notwithstanding anything contained in this RFP, KIAL reserves the right to accept or reject any one or more Tenders and to cancel or withdraw the entire Tender Process and reject all Tenders, call for fresh Tenders or restart the Tender Process at any time without any liability or obligation for such acceptance, rejection or annulment, without assigning any reason. KIAL shall have the right to award the Contract in parts or as a whole, in its absolute discretion.
- 4.9.2 The Tender shall be prepared and based strictly on the terms and conditions of the RFP. The Tender may be rejected if it fails to conform to any terms and condition of this RFP, or if it appears incomplete, conditional or obscure.
- 4.9.3 KIAL reserves the right to reject any or all of the proposals without giving reasons at any time until execution of the Contract with the Successful Bidder. The Bidder shall not be entitled to any compensation for any damage(s) occurring from this rejection. KIAL reserves the right to reject any proposal if, during the evaluation period, its examination suggests that any terms or condition proposed in the Bidder's Tender is distorted or amended without certified signature of the Bidder's authorized representative.

**4.10 Confidentiality**

Information related to the examination, clarification, evaluation, and comparison of Tenders and recommendations for the award of the Contract shall not be disclosed to any Bidder or other person not officially involved in such process. Any effort by the Bidder to influence KIAL on processing the decision of the award of the Contract may result in the rejection of its Tender.

**4.11 Tender Process**

The process for the tendering and selection of the Successful Bidder for rendering Services shall be a Two stage process i.e. Evaluation of Technical Bid followed by Evaluation of Price Bid.

**4.12 Disqualifications**

In addition to the grounds of disqualification specified elsewhere in this RFP, KIAL shall have the right, in its sole discretion, to disqualify any Bidder on any one or more of the following grounds:

- 4.12.1 Declaration of the Bidder as ineligible due to corrupt or fraudulent practices, in any prior tender process in the past or black listing by State Government of Kerala and/or KIAL and/or AAI and/or any Public Sector Undertaking; or

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- 4.12.2 The Tender not being accompanied by any supporting documents or annexes required to be submitted in accordance with the RFP; or
- 4.12.3 Submission of separate Tenders by 2 (two) or more Affiliates whether directly or indirectly in which case each such Bidder shall be disqualified, or submission by a Bidder of more than one Tender in which case such Bidder shall be disqualified; or
- 4.12.4 Failure to comply with the requirements of the RFP or the Tender being non-responsive to the requirements of the RFP, for reasons including but not limited to the Tender not being signed, sealed or marked as stipulated in the RFP, not containing all the information as required in the RFP or in the format as specified in the RFP; or
- 4.12.5 If the Tender contains incorrect / inaccurate / incomplete / misleading information, which in the sole opinion of KIAL is material information or if the Tender contains any misrepresentation; or
- 4.12.6 Any proposal received after the last date and time for submission of Tender
- 4.12.7 If the Bidder has any commercial benefits with other Bidder(s) submitting the Tender as on the Last Date for submission of Tender, for the purpose of this RFP.
- 4.12.8 If the Bidder has engaged in corrupt or fraudulent practices in competing for the award of the Contract.
- 4.12.9 If the Bidder fails to comply with the reasonable requests of KIAL in relation to the Bid Process.

**4.13 General**

The Bidder shall comply with all the terms and conditions set out in the RFP in the submission of its Tender. Failure to comply with or breach of any of the terms and conditions set out in the RFP may result in the Bidder being disqualified for the purposes of this RFP as well as in future tenders conducted by KIAL.

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**4.14 Award and Signing of Contract**

- 4.14.1 After the completion of the Tender Process (including final evaluation, rationalization and discussion, if any) under Section 2, KIAL shall notify the Successful Bidder that its Tender has been accepted. Such notification shall be done in writing via Letter and/or e-mail.
- 4.14.2 At any time prior to the award of the Purchase Order, KIAL reserves the right to accept or reject any Tender and to annul the Tender Process, without incurring any liability to the affected Bidder or Bidders or any obligation to inform the affected Bidder or Bidders of the grounds for KIAL's action. The Bidder shall not be entitled to make any claim against KIAL on account of such rejection or annulment.

**4.15 Governing Law**

All matters arising out of or in conjunction with this RFP and / or the Tender Process or any Tender shall be governed by and construed in accordance with laws of Republic of India and the courts at Kannur shall have exclusive jurisdiction.

**4.16 General**

- 4.16.1 KIAL reserves the right to use in-house information for assessment of capability of Bidders. The decision of KIAL regarding the Tender will be final and conclusive.
- 4.16.2 If the performance of the Bidder is / has been found to be unsatisfactory for any reasons whatsoever, in any organization including KIAL, then KIAL reserves the right to reject the Tenders submitted by such Bidders without assigning any reason.
- 4.16.3 The Tender and all correspondence incidental to and concerning the Tender shall be only in English language.
- 4.16.4 Canvassing in any form by the Bidder itself or by any other agency on its behalf may lead to disqualification of its Tender.
- 4.16.5 KIAL shall not be responsible for any costs or expenses incurred by Bidder in connection with the preparation of delivery of Tenders, including costs and expenses related with visits to the sites.
- 4.16.6 Issuance of RFP or submission of Tender by itself shall not amount to pre-qualification or entitle the agency to participate in the Tender Process.
- 4.16.7 Bidder submitting their Tenders should not be under liquidation, court receivership or similar proceeding.

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- 4.16.8 The Bidder shall ensure submission of complete information / documentation in the first instance itself. KIAL reserves the right to complete the evaluation based on the details furnished by the agencies without seeking any subsequent additional information. Tenders not in compliance with the RFP (or) with incomplete information / documents shall be liable for rejection.
- 4.16.9 KIAL takes no responsibility for delay or non-receipt of Tender sent by post / couriers. Tenders received late (beyond the stipulated time on Last Date for submission of Tender) shall be rejected.
- 4.16.10 KIAL reserves the right to reject any or all Tenders in part or in full without assigning any reason thereof.
- 4.16.11 KIAL reserves the right to procure selected insurance policies and will not be bound to take all the insurance policies mentioned in the annexures below. Bidder shall not put any condition restricting this right of KIAL. If such condition is found in the bids, KIAL may in its own discretion reject the entire tender.
- 4.16.12 KIAL reserves the right to negotiate the price bid with the L1 bidder selected after due process.
- 4.16.13 KIAL reserves the right to negotiate additional terms, clauses and conditions with L1 bidder selected after due process.
- 4.16.14 KIAL also reserves its right to award the policy(s) on 100% insurance business to L-1  
OR  
it may award the policy(s) under coinsurance amongst L1/L2/L3 with 60% share of insurance business to L-1 tenderer and 20% share each of insurance business to L-2 and L-3 provided they agree to the premium rate and terms quoted by L-1  
OR  
It may award the policy(s) under coinsurance between L1/L2 with 70% share of insurance business to L-1 tenderer and 30% share to L-2 provided L2 agree to the premium rate and terms quoted by L-1;  
AND  
in all cases, the decision of the KIAL in this regard shall be final and binding.
- 4.16.15 M/s K.M.Dastur Reinsurance Brokers Pvt. Ltd. has been appointed by KIAL and Policies under this tender will be placed with the selected bidder through them.

**SECTION – 5**

**PRICE BID**

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**5. Policies quoted for**

Sr.No.	Policy Name	Price Quote in INR	GST	Total Premium
		(excluding GST)		(including GST)
1	Standard Fire & Special perils Insurance for the entire property			
2	Consequential loss of profit policy			
3	Stand-alone Sabotage and Terrorism for Material Damage, Business Interruption, and Terrorism Liability			
4	Burglary Insurance			
5	Machinery Breakdown Insurance			
6	Electronic Equipment Insurance			
7	Plate Glass Insurance			
8	Fidelity Guarantee Insurance			
9	Money insurance policy			
10	Comprehensive vehicle package policy(s)			
11	Airport Operators liability policy (AOL)			
12	Directors & Officers Liability Insurance cover			
13	Cyber Liability policy			
14	Group Mediclaim Floater policy for the employees & their dependents			
15	Group Personal Accident policy			

**DETAILED TERMS CONDITIONS CLAUSES EXCLUSIONS DEDUCTIBLES, ETC., TO BE ATTACHED FOR EACH POLICY**

- 5.2 No payment other than as specified in the Tender shall be made by KIAL
- 5.3 Requirements of coverage, terms & conditions for the above-mentioned policies are as annexed here under from Annexure 1 to Annexure 15.
- 5.4 If discrepancy is found in the amount quoted (either in words/figures), the Basic premium mentioned in figures against individual policy will be considered for the purpose of evaluation of price bid while calculating the total premium.

**ANNEXURES**

**Limited RFP Document: Insurance of Property, Liability & Employees/s**  
**KANNUR INTERNATIONAL AIRPORT LTD.**  
(Tender No.: FIN/01/2023-24/INS)

**ANNEXURE – 1**

**STANDARD FIRE & SPECIAL PERILS INSURANCE POLICY**

**Interest**

**All properties of Airport** its associated infrastructure including but not limited to building, interiors including murals & paintings, roads, bridges, pavements, culverts, drains, parking bay, car park area, equipment, plate glasses, machineries, equipment, furniture fixtures & fittings, Runway, Runway End Safety Area (RESA) on both sides protected with reinforced earth wall, Grading Side Strips & End Strips, Reinforced Soil Slopes, isolation bay, aprons, basements, plinths, foundations, and the likes owned by us or on joint account with others or held in care custody and control.

<b>Description of Assets</b>	<b>Value of Assets (INR)</b>
Buildings, are including but not limited to Roads, Bridges, Drains & Culverts, Reinforced Soil Slopes and similar works including but not limited to our compound wall, basement, plinth, foundations etc.	809,00,05,041
Pavements, Runway, Taxiway, Apron etc. including but not limited to foundations	329,11,78,225
RSS Fill	53,07,52,573
Plant & Machinery and other Equipment	27,11,11,757
Furniture, Fixtures, fittings and other similar items	12,04,24,247
Office Equipments & contents and other similar items	80,38,624
Electrical Equipment and other similar items	347,09,85,249
Computers and accessories and other similar items	104,39,063
Fire Department Equipments and other similar items	11,37,34,342
Capital work in progress	48,53,47,619
Property(including but not limited to Cargo at Air Cargo Complex ) in care custody & control	15,34,00,000
<b>TOTAL</b>	<b>1654,54,16,740</b>

**Add Ons**

- Earthquake (Fire and Shock) + Volcanic Eruption + Tsunami
- Storm, Tempest, Flood & Inundation
- Impact Damage due to own / contractors Vehicles, Forklifts Cranes, Refuellers, Tankers etc. and articles dropped therefrom – INR 5 crs



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**Limited RFP Document: Insurance of Property, Liability & Employees/s**  
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- Omission to Insure for addition, alterations or extension during the policy period upto 5% of Sum Insured
- Escalation Clause upto 5% of Sum Insured
- Waiver of Underinsurance upto 15% of Sum Insured
- Accidental damage by external means, not covered elsewhere in the policy
- Removal of Debris in excess of 1% of claim amount aggregate limit Rs.5,00,00,000
- Removal of Foreign Debris – upto INR 5 Crore
- Additional Professional Fees – upto INR 5 Crore
- Claim Preparation Clause - upto INR 5 Crore
- Loss Minimization Expenses – upto INR 5 Crore
- Pair & Set / Consequential reduction in value - upto INR 5 Crore
- Fire Fighting &/or Fire Extinguishing expenses - upto INR 5 Crore
- Broadwater Damage cover – Upto INR 5 Crore
- Minor works extension – upto INR 5 crs
- Temporary Structure, Plants, Equipment including Pipes & electric cables - upto INR 5 Crore
- Insurance of Additional Expenses of Rent for an Alternative Accommodation up to 12 months Amounting to INR 15 Lakh
- Loss of Rent - upto INR 3.5 Crore for 12 months
- Preapproval for immediate repairs – INR 50,00,000/-
- Valuable Plans & Documents – upto INR 1 Crore
- Cost of Rewriting Records – upto INR 1 Crore
- Cost of Compiling Records – upto INR 1 Crore
- Local Authorities Clause
- Reinstatement value clause
- 72 hours' clause
- On account payment/ provisional claim settlement / Ad-hoc Payment to be released in 10 working days (all sections)
- Designation of property clause
- Control of Damaged Goods Clause
- Cover for Undamaged Property and loss on resale
- Cover for Undamaged Foundation Costs
- Nominated Loss adjuster –
  - ✓ Proclaim Insurance Surveyor
  - ✓ TEAM Insurance Surveyors
  - ✓ Mehta Padamsey Surveyors
  - ✓ T3 Insurance Surveyors
  - ✓ Mack Insurance Surveyor

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- Architects, surveyors and consulting Engineers fees in excess of 3 percentage of claims amount – upto INR 5 crs
  - Sprinkler upgradation – upto INR 2 crs
  - Deliberate Damage – upto Rs.5crores
  - Cover for Expediting expenses including but not limited to Express Freight and Air Freight – INR 5 crs
  - Forest Fire – 1 crs
  - Land Stabilization costs cover
  - Involuntary Benefit – INR 2 crs
  - Dewatering Expenses – INR 1 crs
  - Dynamo / Electrical Clause – INR 5 crs
  - Technological advancement clause given as Modification / incompatibility clause - up to Rs.5,00,00,000
  - Obsolete Parts Clause – aggregate limit Rs.5,00,00,000
  - Control of Damaged Goods Clause
  - Temporary removal of properties other than Stock – aggregate limit Rs.5,00,00,000
  - Property outside premises - aggregate limit Rs.5,00,00,000
  - Landscaping clause - aggregate limit Rs.5,00,00,000
  - Leak search & Finding cost – aggregate limit Rs.5,00,00,000
  - Computer System Records – aggregate limit Rs.5,00,00,000
  - Cost of Decontamination & Cost of Cleanup – aggregate limit Rs.5,00,00,000
  - Leakage and overflowing - aggregate limit Rs.5,00,00,000
  - Contamination and comingling of stock
- 
- **Any other Additional/applicable and Free add-on covers as filed by the respective insurers**

**Policy Period**      **December 8<sup>th</sup>, 2023 to December 7<sup>th</sup>, 2024 (both days inclusive)**

**Claims History**      **NIL for 3 years preceding the expiring year**

**ANNEXURE – 2**

**FIRE LOSS OF PROFIT**

Losses and Damages caused by perils under Standard Fire & Special Perils, EQ, STFI and coverages under Policy as per 'Annexure-1' above

**Sum Insured**            INR 185 Crores (Revenue INR 116 Crore + Operating Charges INR 69 Crore)

**Indemnity Period**    12 months

**Policy Period**        December 8<sup>th</sup>, 2023 to December 7<sup>th</sup>, 2024 (both days inclusive)

**Extensions**

- Denial of Access
- Additional Increase in cost of working
- Suppliers' Premises Extension – Upto INR 5 Crore
- Customers' Premises Extension – upto INR 5 crs
- Failure of Utility Services – Upto INR 5 Crore -  
Indemnity Period covered is for 60 days  
The limit specified above is in aggregate across all public utilities.
- Agreed Panel of Surveyors – As per Fire policy
- Auditors Fees
- Return of premium clause
- Departmental Clause,
- Interdependency Clause
- Any other Additional/applicable and Free add-on covers as filed by the respective insurers

**Claims History**                    NIL for 3 years preceding the expiring year

**ANNEXURE – 3**

**STAND-ALONE SABOTAGE AND TERRORISM COVER**

1. Property Damage and Business Interruption arising out of Sabotage and Terrorism for full sum insured as in Standard Fire & Special Perils Policy (Annexure 1)
2. Business Interruption arising out of Sabotage and Terrorism for full sum insured as in Fire Loss of Profit Policy (Annexure 2)
3. Third Party Liabilities arising out of Sabotage and Terrorism Acts
4. Any other Additional/applicable and Free add-on covers
  
5. Material Damage – INR **1654,54,16,740**  
Business Interruption – INR 185,00,00,000  
Terrorism Liability – INR 26,00,00,000

**Policy Period** December 8<sup>th</sup>, 2023 to December 7<sup>th</sup>, 2024 (both days inclusive)

**Claim History** Nil Claims in last 3 years

**ANNEXURE – 4**

**BURGLARY**

**Interest:** Movable properties/Assets/Stocks, etc.

**Sum Insured**            INR 20.08 Crore (First loss basis 5% of total Sum Insured INR 401.50 Crore)

**Policy Period**            December 8<sup>th</sup>, 2023 to December 7<sup>th</sup>, 2024 (both days inclusive)

**Extensions**

- Riot, Strikes, Malicious Damage
- Theft
- For Burglary / Theft claims, FIR and/or Fire Brigade report will not be a mandatory document for settlement of claim up to INR 100,000.
- Burglary / Theft claims to be settled without insisting for Police Final Investigation Report
- Any other Additional/applicable and Free add-on covers

**Claims History**            Nil  
Excess - NIL

**ANNEXURE – 5**

**MACHINERY BREAKDOWN INSURANCE**

**Interest:** Plant & Machinery, Office Equipment, Electrical Equipment, Fire Department Equipment, etc.

**Sum Insured**            INR 385.59 Crore

**Policy Period**            December 8<sup>th</sup>, 2023 to December 7<sup>th</sup>, 2024 (both days inclusive)

**Claims History**            NIL

**Other Terms**            No separate list of equipment's will be provided at time of placement or claim. All items insured under the heads; Plant & Machinery, Electrical Equipment, Fire Department Equipment, shall be deemed covered.

**Extensions**

- Express Freight (Excluding Air Freight), Holiday and Overtime rate of Wages – INR 50 lacs
- AOG Perils
- Additional Customs Duty – INR 50 lacs
- Any other Additional/applicable and Free add-on covers
- Third Party Liability – INR 1 crs
- Owners Surrounding property – INR 1 crs
- Any other Additional/applicable and Free add-on covers
- DG Set endorsement for loss minimisation

**Claims History**            Nil

**ANNEXURE – 6**

**ELECTRONIC EQUIPMENT INSURANCE**

**Interest:** All Electronic Equipments

**Sum Insured**            INR 185 Lakhs

**Policy Period**            December 8<sup>th</sup>, 2023 to December 7<sup>th</sup>, 2024 (both days inclusive)

**Claims History**            NIL

**Other Terms**            No separate list of equipments will be provided at time of placement or claim.  
All items insured under the heads; Plant & Machinery, Office Equipment,  
Electrical Equipment, Fire Department Equipments, shall be deemed covered

- Express Freight (Excluding Air Freight), Holiday and Overtime rate of Wages – INR 50 lacs
- AOG Perils
- Omission to insured 5%
- Additional Customs Duty – INR 50 lacs
- Any other Additional/applicable and Free add-on covers

**ANNEXURE – 7**

**PLATE GLASS INSURANCE**

**Interest:** All Plate Glasses and Facades including frame on the premises

**Sum Insured**            INR 20 Crore

**Policy Period**            December 8<sup>th</sup>, 2023 to December 7<sup>th</sup>, 2024 (both days inclusive)

**Claims History**            NIL

**Other Terms**            All the fixed plate glasses, partitions, doors, windows and other similar glasses on the Airport premises are deemed to be covered. No separate quantity, identifications or dimensions will be provided at time of placement or claim.

**Extensions**

- All Risk cover including AOG perils.
- Any other Additional/applicable and Free add-on covers

Excess - NIL



**ANNEXURE – 8**

**FIDELITY INSURANCE POLICY**

**Interest** – Financial Loss due to dishonesty of employees

**Sum Insured** INR 10 Lakh per employee/incident

**Policy Period** December 8<sup>th</sup>, 2023 to December 7<sup>th</sup>, 2024 (both days inclusive)

**Extensions**

- Coverage of All Employees including on roll, temporary, trainee as well as contractual employees
- Coverage for employees of contractors
- Floater
- Discovery Period 12 months
- Any other Additional/applicable and Free add-on covers

**Claims History** – NIL

Excess - NIL

**ANNEXURE – 9**

**MONEY INSURANCE POLICY**

**Interest** – Money in Safe / Till / Counter and Money in Transit

**Sum Insured** INR 1 Lakh in Safe/Till/Counter  
INR 1 Lakh per transit limit  
INR 12 Lakh aggregate yearly limit

**Policy Period** December 31<sup>st</sup>, 2023 to December 30<sup>th</sup>, 2024 (both days inclusive)

**Extensions**

- Cash in Till / Counter to be covered even after business hours
- Cash to include Bank Notes, Bank Drafts, Cheques, Postal Orders, Money Orders, Treasury Notes, coupons and such document with cash value
- SRCC cover
- Any other Additional/applicable and Free add-on covers
- claims, FIR and/or Fire Brigade report will not be a mandatory document for settlement of claim up to INR 50,000.
- claims to be settled without insisting for Police Final Investigation Report

**Claims History** – NIL

Excess - NIL

**ANNEXURE – 10**

**COMPREHENSIVE MOTOR PACKAGE INSURANCE**

**Interest:** Fire Brigade Salvage Cops Vehicles

Vehicle Details :                    4 no.s Rosenbauer Panther Fire Fighting Vehicle PGO/BIG MAX  
D - Misc-Special Type, Closed Body vehicles  
Geographical Area – India, Zone – C

Chasis & Engine Number :    1) VA96WJ689GLRB1022 / 201 6094781  
    2) VA96WJ687GLRB1021 / 201 6094793  
    3) VA96WJ680GLRB1023 / 201 6094789  
    4) VA96WJ682GLRB1024 / 201 6095169

IDV                                        Purchase Price INR 6,00,00,000 per vehicle including all equipments  
    Total INR 24 Crore  
    YOM 2016

Policy Period                         December 7<sup>th</sup>, 2023 to December 6<sup>th</sup>, 2024 (both days inclusive)

Claims in existing policy :        NIL

**ANNEXURE – 11**

**DIRECTORS & OFFICERS LIABILITY INSURANCE POLICY**

<b>Interest</b>	<ul style="list-style-type: none"><li>• Directors' and Officers' Legal liability (Side A Cover)</li><li>• Company reimbursement to directors and officers (Side B Cover)</li><li>• Entity Employment practices liability (Side C Cover)</li></ul>
<b>Limit of Indemnity</b>	<ul style="list-style-type: none"><li>• Any One Accident &amp; Any One Year INR 75,00,00,000/- (inclusive defense cost)</li><li>• Entity Employment Practices Liability - 50% of policy limit</li></ul>
<b>Deductibles</b>	<p><b>Insurance Cover Side A: Nil</b></p> <p><b>Insurance Cover Side B:</b> INR 1,00,000/- for claims in India For Rest of the world Excess INR 4,00,000/-</p> <p><b>Insurance Cover Side C –</b> INR 5,00,000/- for claims in India For Rest of the world Excess INR 10,00,000/-</p>
<b>Extended claims reporting clause</b>	<p>a) Nil additional premium for 90 days extended reporting period.</p> <p>b) 50% of annual premium for additional 365 days.</p>
<b>Territory and Jurisdiction</b>	<b>Worldwide including USA and Canada.</b>
<b>Policy Period</b>	January 23 <sup>rd</sup> , 2024 to January 22 <sup>nd</sup> , 2025 (both days inclusive)
<b>Terms and requirements</b>	<ul style="list-style-type: none"><li>• Defence Cost included within the Limit of Liability</li><li>• Emergency costs</li><li>• Regulatory crisis response – sub-limit of INR 1,00,00,000/-</li><li>• Advancement of Defense Cost</li><li>• Major Shareholder Exclusion – 25% of shares held</li><li>• Outside Directors Cover</li><li>• PI exclusion - carve back for failure to supervise</li><li>• Extradition Costs Covers</li><li>• Retired/ Resigned Directors' discovery period – life time run off</li></ul>

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**Terms and requirements contd.**

- Assets and liberty costs extension including prosecution costs, bail bond and civil bond expenses, damage to reputation covers sub-limited of 10% of limit of liability
- Pollution exclusion - carve backs for defense costs and shareholder claims
- Auto acquisition of subsidiaries – 25% (Non-US/Canada)
- Conduct clause with carve back for defense cost subject to Final non appealable adjudication language
- Spousal extension (marital assets extension)
- Severability and Non- imputation clause
- Criminal defense cost
- Investigation Cost cover including pre-investigation cost
- Court Attendance Cost
- Self Reporting Expenses
- Coverage for civil fines and penalties
- US & UK Bribery Act Cover
- Crisis Communication Cover
- Policy shall be primary and non-contributory
- Kidnap response cover
- Psychological counselling expenses cover
- Occupational Health & Safety Defense Costs cover
- Carve Back for defense cost from BI/PD exclusion
- Corporate Manslaughter Cover
- Employed Lawyers extension
- The definition of Insured person amended to include external members of the sexual harassment committee and consultants
- Control Group Clause
- Order of Payment Clause
- Antitrust Liability Claim
- Corporate Tax Liability Cover
- Non Cancellation Clause
- Insured vs Insured Clause
- Interpretive Counsel
  - Insured Person Definition Amended
  - Estates, Heirs & Legal Representatives
  - Wallersteiner Endorsement
  - Mitigation Cost
  - management Buyout
  - Prospectus Exclusion with carve back for private

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- Bodily Injury / Property Damage Defense Cost
- Any other Additional/applicable Extensions and Free add-on covers

**Retroactive Date**                      23<sup>rd</sup> January 2019

**Claims History**                        NIL

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**ANNEXURE – 12**

**CYBER LIABILITY**

<b>Interest</b>	Financial losses & Liabilities arising out of loss or breach of data
<b>Limit of Indemnity</b>	Any One Accident & Any One Year INR 50,00,00,000/-
<b>Policy Period</b>	December 31 <sup>st</sup> , 2023 to December 30 <sup>th</sup> , 2024 (both days inclusive)
<b>Deductibles</b>	INR 10 Lakh each and every loss 12 Hours for Business Interruption
<b>Retroactive Date</b>	31 <sup>st</sup> Dec, 2022
<b>Extended claims reporting clause</b>	a) Nil additional premium for 90 days extended reporting period. b) 50% of annual premium for additional 365 days.
<b>Territory and Jurisdiction</b>	<b>Worldwide including USA and Canada.</b>
<b>Terms and Requirements</b>	Basis of coverage under this policy will be as per Cyber Liability Insurance Policy wordings of M/s Tata AIG General Insurance Co. Ltd. Copy of the same is available on request from our broker M/s K M Dastur Reinsurance Brokers Pvt. Ltd.
<b>Extensions</b>	<ul style="list-style-type: none"><li>• Policy to be Primary and Non Contributory</li><li>• Computer Systems definition to not only include insured's own systems but also systems made available, leased/licensed by the insured, those systems operated by a third party for the purpose of providing hosted computer infrastructure or computing platforms as provided in a written contract, including, without limitation, cloud computing services provided on an Infrastructure as a Service (IaaS), Software as a Service (Saas), or Platform as a Service (PaaS) model.</li><li>• Coverage for both, First Party &amp; Third Party Cyber incidents<ul style="list-style-type: none"><li><b><u>First Party Covers</u></b><ul style="list-style-type: none"><li>• Data Notification costs</li><li>• Credit Monitoring costs</li><li>• Forensic &amp; Proactive Forensic costs</li><li>• Cyber Extortion cover</li><li>• PCI DSS fines and Assessment Cost</li></ul></li></ul></li></ul>

- Data Restoration costs
- Business Interruption cover
- Crisis Fund cover
- Regulatory Investigation costs
- Regulatory Fines & Penalties
- Public Relation costs / Repair of reputation for the Company and Individuals
- Fraudulent Fund Transfer
- Fraudulent Communication / E-Communication Loss
- System Failure Endorsement
- Waiver of Subrogation
- Goodwill Gestures

**Third Party Covers**

- Claims for Damages resulting from loss of personal information
  - Claims for damages resulting from loss of corporate information
  - Conduit Liability/Network Security cover
  - Outsourcing Liability
- 
- Multimedia Liability
  - Control Group Clause
  - Multimedia Liability
  - Emergency Forensic costs cover
  - Psychological support expenses
  - Cyber Terrorism cover
  - Criminal Reward coverage
  - Defense costs included within the limit of liability
  - Court Attendance costs
  - Non Cancellation clause
  - Computer/fund transfer fraud
  - Impersonation fraud causing financial loss
    - Insured amended to include sub-contractors
    - Civil Fines and Penalties
    - Psychological Support Expenses
    - Control Group Clause
    - Reward Expenses
    - Crisis Communication – PR
    - Non-cancellable Clause
    - Additional Insured
    - Defence costs amended to include Defence cost incurred for Multimedia Liability without Insurer's prior written consent
    - No Highest Retention in case of multiple triggers under the policy



- Automatic Acquisition of Subsidiaries – 25%
- Emergency Professional fees for data breach that can be incurred without the prior consent of the insurer
- Cover for expenses incurred in establishing the existence of Loss
- No Unauthorized or unlawfully collected data exclusion.
- No Criminal acts exclusion
- No Data risk exclusion
- No Intentional acts exclusion
- No Unsolicited materials exclusion
- Policy wordings to be as per TATA AIG policy construct.
- Any other Additional/applicable Extensions and Free add-on covers

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**ANNEXURE – 13**

**AIRPORT OWNERS AND OPERATORS LIABILITY INSURANCE**

<b>Interest</b>	Third Party Liabilities arising out Airport Operations
<b>Limit of Indemnity</b>	Any One Accident & Any One Year INR 7,50,00,00,000/-
<b>PERIOD OF INSURANCE</b>	8 <sup>TH</sup> December 2023 to 7 <sup>th</sup> December, 2024 (both days inclusive)
<b>Retroactive Date</b>	8 <sup>th</sup> December 2020
<b>Deductibles</b>	For losses to aircrafts – USD 25,000 or equivalent Indian Rupees for each and every loss For other losses USD 10,000 or equivalent Indian Rupees for each and every loss
<b>Extended claims reporting clause</b>	a) Nil additional premium for 120 days extended reporting period. b) 25% of annual premium for additional 365 days.
<b>Territory and Jurisdiction</b>	<b>Worldwide including USA and Canada.</b>
<b>Terms and requirements</b>	Airport Owners & Operators Liability – Aerial (48FLY00001) Wordings <b>Section 1 – Bodily Injury /Property damage in or about the premises/ Elsewhere in the course of any work</b>  <b>Section 2 – Loss of or damage to Aircraft or Aircraft Equipment not owned, rented or leased by the Insured.</b>  <b>Section 3 – Bodily Injury or property damage arising out of the possession, use, consumption, or handling of any goods.</b>

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**Extensions**

- Personal Injury Extension AVN 60 A
- BI/PD Arising out of Construction/Alteration/Demolition
- Liability arising out of the operation of an airfield control tower
- Extended Coverage Endorsement (Aviation Liability) AVN 52 G
- 48FLY 00001-AIRPORT OWNERS AND OPERATORS
- AVN 9A- FULL PREMIUM IN THE EVENT OF A CLAIM EXCEEDING PREMIUM PAID
  - Deferred Premium Clause
  - Any other Additional/applicable Extensions and Free add-on covers

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**ANNEXURE – 14**

**GROUP MEDICLAIM FLOATER POLICY FOR EMPLOYEES & THEIR DEPENDENTS**

<b>Policy Period</b>	January 8 <sup>th</sup> , 2024 to January 7 <sup>th</sup> , 2025 (Both days inclusive)
<b>Number of Employees</b>	158
<b>Number of Dependents</b>	519
<b>Family Definition</b>	Employee, Spouse, Dependent Children, Dependent Parents/ In-laws
<b>Sum Insured</b>	Floater sum insured of INR 4 Lakh each employee's family
<b>Coverages</b>	<ul style="list-style-type: none"><li>● Domiciliary Hospitalization</li><li>● Pre-existing disease including congenital internal disease coverage for all, including new entrants to the policy without any waiting period</li><li>● Room rent per day is limited to 1% of sum insured except for ICU/CCU cases where it will be reimbursed on actual basis. This limit is applicable only for room rent and all other expenses on actual basis without any link with Room Rent capping.</li><li>● No upper age limit is applicable for coverage under this policy</li><li>● Reimbursement of actual conveyance expenses for self &amp; standby in referral cases by Air / Road / Rail.</li><li>● Maternity Benefit is sublimited to INR 75,000</li><li>● Maternity benefits not limited to 2 children</li><li>● 9 Months waiting period for Maternity claims stands waived.</li><li>● New Born covered automatically under policy and any claim relating to new born babies are not linked with above maternity benefit claim limit.</li></ul>

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**Coverages contd.**

- The policy covers standby person's cost upto INR 10,000/- per month. Standby cost refers to home nursing charges.
- Ambulance charges at actual per admissible claim
- Ayurvedic treatment in a hospital "as defined in policy" will be reimbursed upto maximum of sum assured. The coverage shall be provided for ayurvedic treatments without any limits
- The medical cover shall reimburse all expenses billed by hospital and paid by claimant. (except for telephone expenses, cafeteria expenses of by-standers). Specific expenses not payable has to be mentioned in the quote
- Treatment of Psychiatric diseases are covered up to 25% of Sum Insured or INR 30,000/- whichever is less.
- Coverage of modern treatment or procedures like Robotic Surgery, Stem Cell Implantation are covered up to 50% of Sum Insured.
- Coverage of Oral Chemotherapy is covered up to 10% of Sum Insured or INR 1 Lakh whichever is less. This limit shall be applicable for each cycle and not for policy period.
- Hospitalization expenses (excluding cost of organ) incurred on the donor during the course of organ transplant to the insured person are covered. Insurance Company's liability towards expenses incurred on the donor and the insured recipient shall not exceed the sum insured of the insured person receiving the organ.
- All Dependents as declared by employees in the dependents list shall be covered for mediclaim policies.
- Corporate buffer amount – INR 50 lakhs. This can be utilized for all illness (both critical/non-

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critical). There is no limit per employee for usage from buffer amount.

- Out patient treatment and dental treatment necessitated due to any accident or diseased pathological condition –
  - ✓ Option 1 covered upto Rs.10,000
- Additional premium will be paid only for addition of a new employee including his/her family. No additional premium will be paid for additional inclusions into the family such as new born baby and/or newly wedded spouse.
- In case of employees retiring/expiring during the duration of the policy, the coverage to the insured and dependents shall be extended till the expiry of the policy.
- Any other Additional/applicable Extensions and Free add-on covers

**Claims Information**

Please refer Attachment for claims summary

**ANNEXURE – 15**

**GROUP PERSONAL ACCIDENT POLICY**

<b>Policy Period</b>	January 23 <sup>rd</sup> , 2024 to January 22 <sup>nd</sup> 2025 (Both days inclusive)
<b>Number of Employees</b>	157
<b>Capital Sum Insured</b>	INR 15,00,000/- per employee
<b>Accidental Death</b>	100% of the Sum Insured
<b>Permanent Total Disability</b>	Covered
<b>Permanent Partial Disability</b>	Covered
<b>Temporary Total Disablement</b>	Covered 1% of sum insured subject to maximum INR 5000 per week for 104 weeks
<b>Accident Medical Expenses</b>	Covered upto 40% of Sum Insured or actual claim amount whichever is lower
<b>Funeral Expenses</b>	INR 5,000 per employee  Expenses incurred for preparing the body for burial or cremation and funeral/cremation expenses
<b>Transportation of mortal remains / Carriages of Dead body</b>	Upto 50% of the Capital sum insured or actual whichever is less. This cost is towards transportation of mortal remains from place of death to home location
<b>Children Educational Benefit</b>	INR 25,000 per child  If a claim for Accidental Death or Permanent Total Disablement has been accepted in respect of an Employee, then in addition, above mentioned amount shall be payable for tuition fees of the Dependent Child's education for the Policy Period.
<b>Burns Benefit</b>	If an Insured Person sustains Burns and results in conditions specified in Annexure I due to an Injury suffered during the Policy Period solely and directly due to an Accident that occurs during the Policy Period, the limit specified in the Annexure shall be payable provided that: <ul style="list-style-type: none"><li>• The Burns are not self-inflicted by the Insured Person in any way; and</li><li>• A Medical Practitioner has confirmed the diagnosis of the burn and the percentage of the surface area of the Burn to</li></ul>

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Us in writing.

- If the bodily injury results in more than one of the nature of burns specified below, only the highest benefit among all shall be payable.

Nature of Burns	% of Capital Sum Insured payable
<b>1. Head</b>	
a. Third degree burns of 8% or more of the total head surface area	100%
b. Second degree burns of 8% or more of the total head surface area	50%
c. Third degree burns of 5% or more, but less than 8% of the total head surface area	80%
d. Second degree burns of 5% or more, but less than 8% of the total head surface area	40%
e. Third degree burns of 2% or more, but less than 5% of the total head surface area	60%
f. Second degree burns of 2% or more, but less than 5% of the total head surface area area	30%
<b>2. Rest of the body</b>	
a. Third degree burns of 20% or more of the total body surface area	100%
b. Second degree burns of 20% or more of the total body surface area	50%
c. Third degree burns of 15% or more, but less than 20% of the total body surface area	80%
d. Second degree burns of 15% or more, but less than 20% of the total body surface area	40%
e. Third degree burns of 10% or more, but less than 15% of the total body surface area	60%
f. Second degree burns of 10% or more, but less than 15% of the total body surface area	30%
g. Third degree burns of 5% or more, but less than 10% of the total body surface area	20%
h. Second degree burns of 5% or more, but less than 10% of the total body surface	10%

**Terrorism**

Covered

**Ambulance Hiring Charges**

At Actuals – Maximum INR 5000

**Geographical Limit**

24\*7 worldwide cover



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**Claims Information**

Please refer Annexure \_\_ for claims summary

**ANNEXURE – 16**

**Tender Document:**

**RFP Ref:** \_\_\_\_\_

**Name of Bidder:**

**LETTER OF ACKNOWLEDGEMENT**

I / We \_\_\_\_\_ the Bidder(s) do  
hereby acknowledge receipt of the RFP \_\_\_\_\_ on \_\_\_\_\_ (dt) \_\_\_\_\_.

**SIGNATURE OF BIDDER:** \_\_\_\_\_

**NAME OF BIDDER & COMPANY SEAL:** \_\_\_\_\_

**ANNEXURE – 17**

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(Tender No.: FIN/01/2023-24/INS)

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Tender Document:

RFP Ref: \_\_\_\_\_

Name of Bidder:

**COMPLIANCE TO TENDER REQUIREMENT**

We confirm that our Tender complies with requirements and other stipulations of the RFP in total without any deviation. Any deviations taken by us (except under Annexure -11, if any) in the Tender is unconditionally withdrawn.

We further confirm that we understood the entire scope of the tender including the terms & conditions there into and agreed to abide the same completely.

SIGNATURE OF BIDDER: \_\_\_\_\_

NAME OF BIDDER & COMPANY SEAL: \_\_\_\_\_

**ANNEXURE - 18**

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(Tender No.: FIN/01/2023-24/INS)

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Tender Document:

**DECLARATION**

I / We \_\_\_\_\_ the Bidder(s) do hereby solemnly declare that our Company is not banned or delisted by any Government or quasi Government agencies, or PSUs, or State Government of Kerala and/or KIAL and/or AAI and/or any Public Sector Undertaking is not under liquidation, court receivership or similar proceeding, has not been black listed or kept under holiday list in any of the Public Sector Units.

SIGNATURE OF BIDDER

WITH OFFICIAL SEAL

**ANNEXURE - 19**

**Limited RFP Document: Insurance of Property, Liability & Employees/s**  
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<b>Financial Year</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>
Gross Premium Underwritten in INR			
Solvency Ratio %			
Claim settlement Ratio %			
Combined Ratio %			

Above information are as per Audited Financials of respective years.

**ANNEXURE – 19 A**

(applicable to Private General Insurance Companies applying for the tender)

Name of the Airport in India insured by you (as Leader) \_\_\_\_\_

Policy No.

Sum Insured of the Property

Rs.

Period of Insurance

From:

To:

SIGNATURE OF BIDDER

WITH OFFICIAL SEAL

**ANNEXURE - 20**

**RFP Ref:** \_\_\_\_\_

Name of Bidder:

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**Limited RFP Document: Insurance of Property, Liability & Employees/s**

**KANNUR INTERNATIONAL AIRPORT LTD.**

(Tender No.: FIN/01/2023-24/INS)

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**Deviation & Qualification**

Deviations are listed below (If any).

<b>SR. NO.</b>	<b>PAGE NO. OF TENDER</b>	<b>CLAUSE NO.</b>	<b>SUBJECT</b>	<b>DEVIATIONS</b>

SIGNATURE OF BIDDER: \_\_\_\_\_

NAME OF BIDDER & COMPANY SEAL: \_\_\_\_\_