

**Request for Proposal (RFP) for Corporate Agency Arrangement for Life Insurance Business**

**RFP Ref No: UCO/IMW/RFP/01/2019-20 Dated: 18/09/2019**

**Clarifications to Queries raised by Bidder(s) and Amendments**

SI No	Section	Point No & Heading	Clarification sought/Suggestions proposed	UCO Bank Reply
1	Annexure A - Min Eligibility Criteria	Point 2 - Proof of renewal of License	Submission of the renewal fee receipt for FY 2019-20 as renewal of license is not issued by the IRDAI now.	Copy of Renewal Fee Receipt attested by Authorized Signatory will suffice.
		Point 4 - Certificate of CA arrangement from Beneficiary Banks / NBFCs	Document to be provided in case Certificate from beneficiary Banks/ NBFCs is not available.	A Self- declaration certifying names of Corporate Agents (Banks/ NBFCs) by the Authorized Signatory will suffice.
2	Annexure B - Integrity Pact	---	If the signing authority is other than the CEO, whether to mention the designation of the signing authority in place of Chief Executive Officer.	Authorised Person may execute the Integrity Pact (IP) and his designation may be mentioned in the IP.
			The value of the non-judicial stamp paper and respective state for applicable stamp laws.	The Integrity Pact is to be executed on a Non-judicial stamp paper of requisite value as per respective state acts. Since IP will be executed at the time of Bid Opening at Kolkata, Non Judicial Stamp Paper of value Rs 100/- is sufficient when executing such documents in the State of West Bengal.
			The details of the contact person for signing of the pact from the Bank side. Advice if the pact has to be signed by both the parties	The parties to the Integrity Pact will be the Authorised Person on behalf of the Insurance Company and the General Manager/Deputy

			(or just the insurer) before the final submission date and enclosed along with the RFP documents submitted.	General Manager on behalf of the Bank. The Integrity Pact will be executed on the day of Bid Opening at UCO Bank Head Office, Kolkata and will have to be submitted as part of Technical Bid.
3	Schedule-1 - Form of Board Resolution	---	Instead of the Board Resolution in Format specified in Schedule 1, will any other format suffice?	No Changes. Please be guided by the RFP.
4	Form 2 - Organisation Snapshot	Points 5 & 6	Definitions of APE, GWP, Invested Capital, Equity Capital	<p>1. APE is sum of the initial (annualized) premium on new annual-premium policies, plus one-tenth of premiums on new single-premium policies.</p> <p>2. Gross Written Premium is the Total Premium written by an Insurer before deductions for reinsurance and ceding commissions. It includes additional and/or return premiums. Written does not include collected but the gross policy premium to be collected as of the issue date of the policy, regardless of the payment plan.</p> <p>3. Invested Capital is the total amount of money raised by a Company by issuing securities to equity shareholders and debt to bondholders, where the total debt and capital lease obligations are added to the amount of equity issued to investors.</p> <p>4. The Equity Capital is the net difference between Company's total assets and its total liabilities.</p>
			Other queries	Please see Amendment.
5	Form 4 - Product Portfolio	Classification according to IRDAI Notification	Information required for Individual or Group Products OR both?	Individual and Group both.
6	Form 5 - Product Commissions	Classification according to IRDAI Notification	Information required for Individual or Group Products OR both?	Individual and Group both.
7	Form 6 - Business Information	Points 6 & 7	Whether business breakup is needed in Terms of Annual Premium Equivalent (APE), New Business Premium (NBP) or Gross	New Business - Individual.

			Written Premium (GWP)?	
		Point 8	New business that we consider here would be total new business or Group new business, please clarify	New Business Premium in Group Business
		Point 9	Whether persistency Ratio to be provided is by NOP or by premium?	By NOP.
			Other queries	Please see Amendment.
8	Form 8 – Claim Settlement	Individual and Group Claims Status (NOP)	(IN INR CRORES) is to be ignored for number of policies?	Actual Numbers to be provided.
9	Form 10 – Bancassurance Experience	List of Banks / NBFC's having a Master Policy from the Insurer as on 31.03.2019	Whether to share names of all existing Master Policy Holders (Banks and NBFCs) or only Group Term Life Master Policies or only Group Credit Life Master Policies?	Names of all existing Master Policy Holders (Banks & NBFCs) – Corporate Agency and otherwise.
10	Form 11 – Business Revenue Estimates & ---	---	Should Group Business (Credit Life) be a part of the Estimated Business Premium Projections	Yes. Information as required can be found below.
			Requirement of loan disbursement details	Please refer to Bank's Website, Annual Reports, Investor Presentations, etc.
11	Form 12 – Support Services to be Provided	Point 1 b)	Require clarity on what is expected regarding details of regional/central support team.	Please provide the number of staff you will be providing at regional/ central support team, their layers and levels, their duties and responsibilities, etc.
		Points 2 a) & b)	Require the count of SPs that Bank wants to be licensed.	Bank requires sufficient SPs for all its Branches.
12	Technical Bid	Technical Bid evaluation parameters	Will it be possible for the bank to share with us the break-up of marks within each of the 5 macro parameters? For example within FINANCIAL Parameter what will be the break-up of 15 marks? Similarly for other 4 macro parameters what will be the break-up of marks within each of the 4 macro parameters?	Total points on each parameter have been mentioned in the RFP. It will be further divided into sub-parameters for which Insurance Companies are advised to provide information on various Forms. Each sub-parameter will have points and consolidated points will be considered for arriving order of merit under Technical Evaluation.

		The documents to be included in the CD/USB Flash drive	Which forms to be included in MS Word/ MS Excel format in CD/USB Flashdrive?	Forms 2 to 13 are only required to be provided in CD/USB Flash-drive in MS Word/ MS Excel format.
13	Any other queries/modifications requested			No changes. Please be guided by the RFP.

**Amendment:**

**FORM - 2 - ORGANIZATION SNAPSHOT**

1	a. Name of the Applicant Firm			
	b. Address Corporate Office			
	c. Website			
	d. Board Number ~ Corporate Office			
2	Names of the JV Partners & % of share holding as on 31.03.2019			
	a. b.			
3	Date of Commencement of Business (DD/MM/YYYY)			
4	Number of Branches as on 31.03.19			
5	<b>Financial Information</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
	a. Net Worth			
	b. Invested Capital (INR Crore)			
	c. Equity Capital (INR Crore)			
	d. Accumulated Profit after Tax (INR Crore)			
	e. Solvency Ratio			
	f. Total AUM (INR Crore)			
	(i) Life Fund			
	(ii) Pension & General Annuity Fund			
	(iii) ULIP Funds			
6	<b>Business Growth</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
	<b>a. INDIVIDUAL BUSINESS (New Business)</b>			
	(i) Number of Policies (NOP)			
	(ii) Annualised Premium Equivalent (APE) (INR)			
	(iii) Gross Written Premium (INR)			

	<b>b. GROUP BUSINESS (New Business)</b>			
	(i) Number of Policies (NOP)			
	(ii) Gross Written Premium (INR)			
7	<b>Claims Settlement Ratio</b>	<b>FY 2016-17</b>	<b>FY 2017-18</b>	<b>FY 2018-19</b>
	a. Claims Settlement Ratio( by NOP) ~ Individual			
	b. Claims Settlement Ratio( by Amount) ~ Individual			
	c. Claims Settlement Ratio (by NOP) ~ Group			
	d. Claims Settlement Ratio (by Amount) ~ Group			

## FORM – 6 ~ BUSINESS INFORMATION

Details of Premium collected by the insurance company:

### Channel Wise Business Break Up

PARTICULARS		New Business Premium		
		FY 2016~17	FY 2017~18	FY 2018~19
<b>INDIVIDUAL BUSINESS</b>	Agency / Tied Channel			
	Corporate Agents ~ Banks			
	Corporate Agents ~ Others			
	Brokers			
	Direct Sales Team			
	Others			
<b>GROUP BUSINESS</b>	Agency / Tied Channel			
	Corporate Agents ~ Banks			
	Corporate Agents ~ Others			
	Brokers			
	Direct Sales Team			
	Others			
<b>TOTAL</b>				

(Amt. INR in Crores)

## Category wise Business Break Up

(Amt. INR in Crores)

Sl.No.	Details	FY 2016~17	FY 2017~18	FY 2018~19
<b>1</b>	<b>New Business Premium (NBP) ~ Total</b>			
1.1	New Business Premium ~ Individual			
1.1.1	NBP ~ Individual ~ Regular Premium			
1.1.2	NBP ~ Individual ~ Single Premium			
1.2	New Business Premium ~ Group			
1.3	Of (1.1), collected through Corporate Agents ~Bank Channel			
1.4	Of (1.1.1), collected through Corporate Agents ~Bank Channel			
1.5	Of (1.1.2), collected through Corporate Agents ~Bank Channel			
1.6	Of (1.2), collected through Corporate Agents ~Bank Channel			
<b>2</b>	<b>Annualized Premium Equivalent (APE) – New Business Premium ~ Individual</b>			
2.1	APE ~ NBP ~ Individual ~ for business collected through Corporate Agents ~Bank Channel			
<b>3</b>	<b>Gross Written Premium (GWP)~ Total</b>			
3.1	New Business Premium			
3.2	Renewal Premium			
3.3	Of (3), collected through Corporate Agents ~Bank Channel			
<b>4</b>	<b>% Product Mix Retail (New Business Premium~Individual Only)</b>			
4.1	Whole Life			
4.2	Endowment			
4.3	Money Back			
4.4	Term			
4.5	Pension & Annuity			
4.6	Others (if any)			
<b>5</b>	<b>Total No of Policies (New Business Individual)</b>			
<b>6</b>	<b>Average Premium Per Policy (New Business Individual)</b>			
<b>7</b>	<b>Average Sum assured per policy (New Business Individual) (INR in lac)</b>			
<b>8</b>	<b>% Product Mix Group (New Business Only)</b>			
8.1	GTL			
8.2	Group Credit Life			
8.3	Fund Business			

8.4	Others			
<b>9</b>	<b>Persistency ratio (%)</b>			
9.1	For 13th Month			
9.2	For 25th Month			
9.3	For 37th Month			

**Number of Specified Persons**

SPs having License for Life Insurance Business	SPs having License for General Insurance Business	SPs having Composite License	Total number of SPs
75	57	225	357

**Premium Collection and Commission Earned through Life Insurance Business**

(INR in Crores)

Financial Year	New Business Premium Collected	Commission Earned
2016 - 17	30.32	3.17
2017 - 18	26.32	2.64
2018 - 19	14.42	1.04

**Productwise Premium Collection through Group Credit Life Insurance Business**

(INR in Crores)

Financial Year	Group Credit Life Insurance Product for	Premium Collected
<b>2016-17</b>	EDUCATION LOAN	1.21
	HOME LOAN	10.84
	OTHER RETAIL LOAN	0.64
<b>2017-18</b>	EDUCATION LOAN	1.25
	HOME LOAN	11.73
	OTHER RETAIL LOAN	0.66
<b>2018-19</b>	EDUCATION LOAN	1.17
	HOME LOAN	10.84
	OTHER RETAIL LOAN	0.78

For data related to Bank's Advances, CASA, Branch Network, Number of ATMs – Please refer to Bank's website, Annual Reports, Investor Presentations, etc.