



Bids and Awards Committee (Goods & Services)

**INVITATION TO SUBMIT PROPOSAL FOR THE INSURANCE COVERAGE OF THE BSU STUDENTRY
FROM SEPTEMBER 2022 TO AUGUST 2023 -SCHOOL YEAR 2022-2023**

Project Number	RFQ NO. 2022- 1080
Name of Project	INSURANCE COVERAGE FOR THE BSU STUDENTRY SEPTEMBER 2022 TO AUGUST 2023 SCHOOL YEAR 2022- 2023 – LA TRINIDAD CAMPUS
Project Location	Benguet State University, La Trinidad, Benguet
Approved Budget for the Contract (ABC)	PhP. 645,650.00
Contract Duration	One Year
Source of Fund	Internally Generated Income- Student Insurance Fees

- A. The Benguet State University (BSU), through the Bids and Awards Committee (BAC), is inviting registered Insurance Providers with valid licenses to submit a proposal on **INSURANCE COVERAGE OF THE BSU STUDENTRY FROM SEPTEMBER 2022- AUGUST 2023 - SCHOOL YEAR 2022-2023: LA TRINIDAD CAMPUS, Undergraduate and Graduate Students**
➤ 12,913 Students
- B. Insurance Providers shall have the following:
1. Office branch established preferably within the vicinity of Baguio and Benguet Province.
 2. A 24-hour accessible hotline or assistance.
 3. Personnel available for the prosecution of the project must be specified.
- C. Guidelines:
1. a. The coverage of the insurance must be on a 24 hour per day basis for one year (2 full semesters) and that whether the insured student is at home, inside or outside the school premises, worldwide.
b. The insurance should also cover injuries sustained while participating in activities such as but not limited to students who are attending intramurals, socio-cultural activities, sports and practicum or off campus activity.
Note:
b.1. The insurance will still cover a BSU student who has paid the insurance fee even if his/her enrollment was withdrawn during the period **SEPTEMBER 2022 TO AUGUST 2023, SCHOOL YEAR 2022-2023**
b.2. A BSU student who has graduated during the period January 2023 to July 2023 shall still be covered by the insurance.
 2. Processing/ turnaround time of claims shall be within one month from date of submission of complete documents as per checklist of the insurer.
 3. List of documents needed when claiming should be included in the proposal.
 4. Payee should be the student.
- D. Covered benefits shall not be limited to and lower than the following: (MINIMUM REQUIREMENT)

DESCRIPTION		CAPITAL SUM
1. Dismemberment (DI)		
Description of Dismemberment	% of the Capital Sum	
Loss of two limbs	100%	
Loss of one hand and one foot	100%	
Loss of sight of both eyes	100%	
Loss of both hands, or all fingers and both thumbs	100%	
Loss of both feet	100%	
Any injuring causing permanent total disablement	1% per month up to 100 months	
Loss of arm at or above the elbow	70%	
Loss of arm between elbow and wrist	70%	
Loss of leg at or above knee	60%	

Loss of hearing-both ear	50%		
Loss of hand	50%		
Loss of leg below knee	50%		
Loss of sight of one eye	50%		
Loss of one foot	50%		
Loss of speech	50%		
Loss of hearing- one ears	25%		
Total loss by Physical severance or total and permanent loss of use of:			
Thumb and Four fingers of one hand	50%		
Four fingers of one hand	40%		
Thumb (both Phalanges)	25%		
Thumb(one Phalanx)	10%		
2. Permanent disablement (PDT)			
Description of Disablement	% of the Capital Sum		
Ring finger (three Phalanges)	8%		
Ring finger (two Phalanges)	4%		
Ring finger (one Phalanges)	2%		
Index finger (three Phalanges)	15%		
Index finger (two Phalanges)	8%		
Index finger (one Phalanx)	4%		
Little finger (two Phalanges)	6%		
Little finger (one Phalanx)	3%		
All toes of one foot	2%		
Great toe(two Phalanges)	17%		
Great toe (one phalanx)	5%		
Middle finger (three Phalanges)	10%		
Middle finger (two Phalanges)	4%		
Middle finger (one Phalanx)	2%		
Any other toe	2%		
Any permanent partial disablement not specified above other than loss of sense of taste or smell	3%		
3. Daily hospitalization allowance due to accident with maximum days (DHA-A)			
4. Daily hospitalization allowance due to sickness with its maximum days (DHA-S)			
5. Accident Death (AD)			
6. Unprovoked murder and assault (UMAA)			
7. Burial expenses due to accident (BEDTA)			
8. Accidental medical reimbursement (AMR)			
9. Burial expenses due to natural causes (BEDNC)			
10. Overseas and local travel of student related activities			
11. Covid-19 Hospitalization Coverage which may either be in the same or separate policy but shall be within the ABC			
ANNUAL OFFER:			

E. Eligibility Requirements

- Valid PhilGEPS Registration Certificate
- Valid Licenses from the Insurance Commission
- Valid and Current Business Permit
- Valid Tax Clearance
- Experience in undertaking a project of similar nature within the last ten (10) years prior to the opening of proposals.
- An asset of at least One Billion Three Hundred Million Pesos (PhP 1,300,000,000.00) based on the audited financial statement for the preceding year.

- Omnibus Sworn Statement

F. Advertisement to PhilGEPS:

October 6-8, 2022

G. Deadline for Submission of Bids:

- Proposals shall be submitted in a sealed envelope with certified photocopies of the eligibility requirements and a copy of the Claim Form, on or before **October 10, 2022, 10:00 AM** at the Procurement Management Office (PMO), 1st floor, Administration Building, Benguet State University, La Trinidad, Benguet.

H. Opening of Proposal: October 11, 2022, 2:01 PM, RDC Hall, 2nd floor, Administration Building, Benguet State University, La Trinidad, Benguet

The documents that will be submitted shall be used for procurement purposes only.

For further information, please refer to:

BAC Secretariat
Benguet State University- La Trinidad Campus
Tel. Fax. No. 661-1839
Email: procurement@bsu.edu.ph

REYNANTE B. BASCO
Chairperson
Bids and Awards Committee (Goods & Services)

