



Bids and Awards Committee (Goods & Services)

INVITATION TO SUBMIT PROPOSAL FOR THE INSURANCE COVERAGE OF THE BSU BUGUIAS CAMPUS STUDENTRY FROM MAY 2024 TO APRIL 2025

Project Number	RFQ NO. 2024-04-10
Name of Project	INSURANCE COVERAGE FOR THE BSU STUDENTRY FROM MAY 2024 TO APRIL 2025
Project Location	Benguet State University Buguias Campus, Loo, Buguias
Approved Budget for the Contract (ABC)	PhP. 70,000.00
Contract Duration	One Year
Source of Fund	Internally Generated Income- Student Insurance Fees

A. The Benguet State University Buguias Campus, 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 MAY 2024- APRIL 2025: BUGUIAS CAMPUS, Undergraduate and Graduate Students**

B. Insurance Providers should have the following:

1. Office branch established 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.

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 The insurance will still cover a BSU student who has paid the insurance fee even if his/her enrollment was withdrawn during the period **MAY 2024 TO APRIL 2025**

b.2. A BSU student who has graduated during the period May 2024 to July 2024 shall still be covered by the insurance.

2. Processing time of claims should be stated in the proposal.
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)

Table of Benefits - I

COVERAGE	LIMIT	OFFER
Accidental Death	140,000.00	
Total Permanent Disability	140,000.00	
Disablement or Dismemberment	140,000.00	
Murder and Unprovoked Assault	100,000.00	

Medical Reimbursement	15,000.00	
Burial Expense Benefit	30,000.00	
Hospitalization – Daily Hospital Income Benefit	500/day	
Fire Cash Assistance	2,000.00	
Double Indemnity	140,000.00	
Ambulance Benefit – accidental cause	Up to 2,000.00	
Return to Tuition fee – due to permanent	5,000.00	

Table of Benefits – II (Permanent Disablement or Dismemberment)

Description of Dismemberment	Percentage of the Capital	CAPITAL SUM
Loss of two limbs	100%	
Loss of both hands, or all fingers and both thumbs	100%	
Loss of both feet	100%	
Loss of one hand and one foot	100%	
Loss of sight of both eyes	100%	
Any other injury causing permanent or total	1% per month up to 100	
Loss of arm at or above the elbow	70%	
Loss of arm between elbow and wrist	50%	
Loss of hand	50%	
Loss of leg at or above knee	60%	
Loss of leg below knee	50%	
Loss of one foot	50%	
Loss of sight of one eye	50%	
Loss of speech	50%	
Loss of hearing- both ears	50%	
Loss of hearing- one ears	25%	
Total loss by Physical severance or total and permanent loss of use of:	50%	
Thumb and Four fingers of one hand	40%	
Four fingers of one hand	25%	
Thumb (both Phalanges)	10%	
Description of Disablement	Percentage of the Capital	
Index finger (three Phalanges)	15%	
Index finger (two Phalanges)	8%	
Index finger (one Phalanx)	4%	
Middle finger (three Phalanges)	10%	
Middle finger (two Phalanges)	4%	
Middle finger (one Phalanx)	2%	
Ring finger (three Phalanges)	8%	
Ring finger (two Phalanges)	4%	
Ring finger (one Phalanges)	2%	
Little finger (three Phalanges)	6%	
Little finger (two Phalanges)	3%	
Little finger (one Phalanx)	2%	
All toes of one foot	17%	
Great toe (two phalanges)	5%	
Great toe (one phalanx)	2%	
Any other toe	3%	

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.
- A net income of at least One Hundred Million Pesos (PhP 100,000,000.00) based on the audited financial statement for the preceding year.
- Omnibus Sworn Statement

F. Advertisement to PhilGEPS:

May 3, 2024-May 6, 2024

G. Deadline for Submission of Bids:

Proposal shall be submitted in a sealed envelope or thru email with certified photocopies of eligibility requirements and a copy of the Claim Form, on or before May 6, 2024, during office hours (8:00 am to 5:00pm) at the Procurement Management Office (PMO), BSU Buguias Loo, Buguias, 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- Buguias Campus

Email: buguias.pmo@bsu.edu.ph


SAMUEL S. POLIDEN
Chairperson

Bids and Awards Committee (Infrastructure, Goods & Services
and Consulting Services)