

**TENDER NOTICE  
REQUEST FOR PROPOSAL**

**DIRECTORS AND OFFICERS LIABILITY INSURANCE POLICY 2025-26 FOR INDIAN BANK**

Sealed tenders are invited by INDIAN BANK for their Directors and Officers Liability Insurance Policy. The Bank has authorized M/s Anand Rathi Insurance Brokers Limited to solicit proposals through a bidding process (comprising of Technical Bids & Financial Bids) only from IRDAI licensed Public Sector General/Private Sector insurance companies operating in India.

**The RFP would be shared with the interested Parties only through e-mail- from 01.09.2025 to 08.09.2025 and Interested Insurance Companies should contact the following persons-**

Mr. Purushottam Kumar Sinha	Asst General Manager	09507846018	<a href="mailto:purushottam.Sinha@indianbank.co.in">purushottam.Sinha@indianbank.co.in</a>
Mr. Mrityunjoy Vivek	Chief Manager	9554266426	<a href="mailto:Mrityunjoy.Vivek@indianbank.co.in">Mrityunjoy.Vivek@indianbank.co.in</a>
Mr. Dean Michael	Manager	8428317767	<a href="mailto:DEAN.MICHAEL@indianbank.co.in">DEAN.MICHAEL@indianbank.co.in</a>
Mr. Rajarajan Varadaraj	Manager	9944526308	<a href="mailto:RAJARAJAN.VARADARAJ@indianbank.co.in">RAJARAJAN.VARADARAJ@indianbank.co.in</a>

Bid strictly as per provisions of the RFP document, should be submitted as per the time line and to the representatives of INDIAN BANK at the address mentioned below:

**Address for Communication:**

**The Assistant General Manager**  
**Banking Operation Department, Indian Bank, Corporate Office,**  
 254-260, Avvai Shanmugam Salai, Royapettah, Chennai – 600014.  
 e-mail id:- [bodinsurancecell@indianbank.co.in](mailto:bodinsurancecell@indianbank.co.in)

**Timelines:**

Task	Completion Date
Tender Notice of Request for Proposal (RFP) release date in Bank's Web Portal	02.09.2025
Last date to obtain the RFP from the Indian Bank, thru above said e-mail id's.	08.09.2025
Pre-Bid queries by the insurance companies: Insurance companies to send written questions regarding RFP to INDIAN BANK / M/s Anand Rathi Insurance Brokers Ltd by e-mail.	12.09.2025
Reply to the Pre-Bid queries of the insurance companies: INDIAN BANK / M/s Anand Rathi written response by email to substantive questions	16.09.2025
Bids to be submitted by the insurance companies	29.09.2025 before 1700 Hrs
Date/Time of Opening of Technical Bid	30.09.2025 at 1100 Hrs
Date/Time of Opening of Financial Bid	30.09.2025 at 1600 Hrs
Policy effective date	01.11.2025



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### Empanelled Insurance broker:

**M/s Anand Rathi Insurance Brokers representative contact details & email id**  
Guna Complex - 7th Floor, No. 443 & 445, Anna Salai, Teynampet, Chennai-600018.

1. Mr. Naresh Kumar / Mobile No. 07871888815 / [nareshkumar@rathi.com](mailto:nareshkumar@rathi.com)
2. Mr. Parameshwaran H/ Mobile No. 09382256400/ [parameshwaranh@rathi.com](mailto:parameshwaranh@rathi.com)

- ❖ If you intend to respond to this proposal, please send a confirmation mail to INDIAN BANK / M/s Anand Rathi latest by **on 08.09.2025**. Your proposal must clearly indicate the name of the responding organization, as well as the name, address and telephone number of the primary contact at your organization for this proposal. Your proposal must include the contact name for local service and account management team that INDIAN BANK/ M/s Anand Rathi can call/contact/liase directly. **No extension will be granted for submission.**
- ❖ Questions concerning the RFP are to be directed to INDIAN BANK / M/s Anand Rathi through an e-mail and no answers will be provided over the phone.
- ❖ Please submit all questions in writing by email to INDIAN BANK / M/s Anand Rathi by **12.09.2025**.
- ❖ INDIAN BANK/ M/s Anand Rathi will send a written response by e-mail to substantive questions by **16.09.2025**.

### **M/s Anand Rathi Insurance Brokers contact detail & email id**

1. Mr. Naresh Kumar / Mobile No. 07871888815 / [nareshkumar@rathi.com](mailto:nareshkumar@rathi.com)
2. Mr. Parameshwaran H/ Mobile No. 09382256400/ [parameshwaranh@rathi.com](mailto:parameshwaranh@rathi.com)

### Bid Eligibility Criteria:

SI No	Eligibility Criteria for Bidder	Supporting Documents Required
01	Bidder should have a valid insurance license to provide requisite insurance and claims settlement services in India with the requisite documentation from the regulator in that regard in their possession. The license should be valid for the policy servicing period.	Copy of license issued by IRDAI to be submitted
02	Bidder should be a Government organization / PSU or a registered/ incorporated company in India under the Companies Act 1956/2013 and having business in India during last 5 years.	Copy of certificate of incorporation to be submitted
03	The Bidder <b>should have market share of 1.5 % or must have Gross Written premium of INR 3,000 Crores in the general insurance industry, Indian operations as on 31 March 2024.</b> This must be the individual company turnover and not that of any group of companies.	Audited Financial Statements for the financial years 2024-25 to be submitted OR Certified letter from the Chartered Accountant. The CA certificate in this regard should be without any riders or qualification.
04	The Bidder should have underwritten minimum one cyber insurance policy of a financial institution/Public Sector Bank for any of the year 2024-25; 2023-24 or 2022-23.	Share a self attested declaration providing the name of the bank & policy cover page.



*Handwritten signature/initials*

- ❖ You may note that for the purpose of the appointment of insurance company for the subject insurance policies, a Technical and Financial Bidding process will be followed and Financial Bid will be opened for those who have qualified in the technical bid.
- ❖ Detailed information's are available in the RFP.
- ❖ **The Bidder should have an office in Chennai and the Bidding should be by the Chennai branch or division of the Bidder /Insurance company.**


**Confidentiality –**

- ❖ Bidder must keep confidential, any information received from or about INDIAN BANK as a result of or in connection with the submission of the Response.
- ❖ All information contained in the Response, or in subsequent communications shall be deemed confidential and may be used only in connection with the preparation of Bidder's Response.
- ❖ Unless expressly agreed in writing, prior to submissions, responses are not confidential and may be used by INDIAN BANK in whole or part.
- ❖ The successful bidder would be required to enter into a Service Level Agreement and Non Disclosure Agreement with Indian Bank & M/s Anand Rathi Insurance Broker.
- ❖ This RFP is not an offer to contract, nor should it be construed as such; it is a definition of specific INDIAN BANK requirements and an invitation to recipients to submit a responsive proposal addressing such requirements.

**INDIAN BANK & M/s Anand Rathi reserves the right to:**

- ❖ Make no selection and enter into no agreement as a result of this RFP.
- ❖ Cancel/Suspend/Terminate the Bidder evaluation process (in whole or in part) at any time in its absolute discretion and without liability to the Bidder or any third party without assigning any reason or not obliged to provide any reasons.
- ❖ Waive or Change any formalities, irregularities, or inconsistencies in this proposal (format and delivery). Such a change / waiver would be duly notified to all insurance companies before the closure of the bid date.
- ❖ Extend the time for submission of all proposals and such an extension would be duly communicated to all the companies.
- ❖ Select the next most responsive bidder if the first most responsive bidder evaluated for selection fails to result in an agreement within a specified timeframe.
- ❖ Share the information / clarifications provided in response to RFP by any bidder, with all other bidder(s) / others, in the same form as clarified to the bidder raising the query.

**The Bank reserves the right to accept or reject any or all the applications without assigning any reasons whatsoever and decision of the Bank in this regard will be final & binding on the applicants.**

  
The Assistant General Manager  
Banking Operation Department,  
Indian Bank,  
Corporate Office,  
No- 254-260, Avvai Shanmugam Salai,  
Royapettah,  
Chennai – 600014



Date :- 01.09.2025

