

Date: 05 May 2025

Request for Quotation (RFQ)
Group Term Life Insurance (GTLI)

Background:

The Coalition for Disaster Resilient Infrastructure (CDRI), an International Organization, recognized *vide* Gazette Notification F. No. D-II/451/16(3)/2021 by the Government of India, is a multi-stakeholder global partnership of national governments, UN agencies and programmes, multilateral development banks and financing mechanisms, the private sector, and academic and knowledge institutions that aims to promote the resilience of new and existing infrastructure systems to climate and disaster risks in support of sustainable development. The vision, mission, goal, and objectives of CDRI are explicitly linked to the post-2015 development agendas. CDRI promotes its Disaster Resilient Infrastructure (DRI) mandate through knowledge exchange and bolstering technical capacities among member countries and partners through the following key Strategic Priorities:

- Advocacy and Partnerships
- Research, Knowledge Management, and Capacity Building
- Program Support and Technical Assistance

Strategic Work Plan 2023-2026

CDRI's Strategic Work Plan 2023-26 describes the broad contours of its priority actions and planned initiatives in the next four years. The Strategic Work Plan sets out a clear direction for the Coalition to pursue a transformational agenda for DRI in response to a changing risk landscape and evolving on-ground realities of its members. In the next four years, the Coalition will continue to leverage the expertise of its Member Countries and partners to develop context-specific, innovative solutions for resilient infrastructure towards the achievement of national priorities and global commitments of its members.

With the Strategic Work Plan for 2023 – 2026, CDRI has set out the following strategic outcomes.

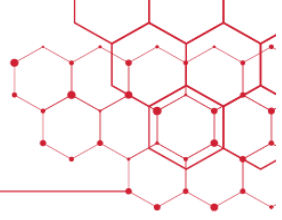
Strategic Outcome 1: A strong Coalition that has the membership, resources, and global leadership to drive global, national, regional, and local DRI action.

Strategic Outcome 2: Global DRI research, Coalition-led peer engagement, and CDRI-curated and generated knowledge promote risk-informed policy and practice.

Strategic Outcome 3: Enhanced capacities of government, private enterprises, and communities to implement post-disaster recovery and DRI action at scale.

CDRI Headquarters (Secretariat)

The CDRI Headquarter is established in New Delhi, India, to act as the Secretariat of the Coalition.



Purpose:

As part of CDRI's commitment to employee well-being and financial protection, we are seeking to engage a qualified insurance provider to offer a comprehensive **Group Term Life Insurance (GTLI)** policy from **1 June 2025 till 31 May 2026**.

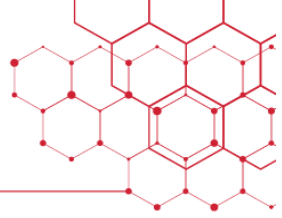
Scope of Services:

The selected insurer will be required to:

- Provide a Group Term Life Insurance policy with the following features:
 - Coverage for **all staff** employed by [Organization Name], including **foreign nationals** legally employed and residing in India.
 - **Worldwide coverage**, ensuring benefits are payable irrespective of the geographic location where the death occurs.
 - No exclusions based on nationality or extended overseas travel, unless otherwise governed by applicable law.
 - Sufficient sum insured, preferably a multiple of gross annual salary or a flat sum (to be finalized based on employee categories).
 - 24/7 risk coverage, including while traveling for work or leisure.
- Offer support in the **claims process**, especially for:
 - Deaths occurring outside India, including guidance on required documentation (apostille, consulate verification, translations, etc.).
- Provide a **dedicated relationship manager** for policy administration, claims coordination, and employee communication.
- Assist with annual policy renewals and employee additions/deletions during the coverage period.

Additional details & Key Policy Requirements:

- The Group Size: **as per the list provided as Annexure-I**
- Members' eligibility age: 18-65 years
- Tenure- 1 year
- Insured amount: INR 1 Crore
- Death cover (100% of the sum insured in case of death due to any reason, including terminal illness)
- Eligible member- All employees and staff of CDRI.
- Terrorism and suicide exclusion clause- waived for all.



- Addition/ deletion requests and premium calculation - on a prorata basis.
- **Coverage Territory:** Worldwide, with no location-based exclusions.
- **Travel Coverage:** Death during official or personal travel abroad must be covered.
- **Documentation:** Reasonable and simplified claim documentation for international cases.
- **Premium Quotation:** Premium rates to be quoted per ₹1,000 sum insured (inclusive of GST) and applicable for a 1-year policy term, renewable annually.
- **Exclusions:** Clearly specify standard exclusions, if any, and confirm there are no exclusions based on nationality or country of death (unless governed by international sanction laws).
- Rates proposed must be finally based on the list provided as **Annexure-I**

Terms and Conditions of Proposal:

- CDRI Employees and staff are inclusive of both Indian & foreign national citizens. The corporate policy should cover all staff, irrespective of their citizenship.
- Proposals must be valid through the effective date of the contract.
- Proposals must indicate any exceptions or deviations from the RFQ Terms of Reference (ToR).
- Any amendments to the terms of reference will be made in writing and agreed upon by both parties.
- CDRI is under no obligation to award this contract to the offeror offering the lowest rates. Contract awards will be based on price, service reputation, financial stability, and claim turnaround ratio vs the actual settlement.
- Proposals that comply with the Terms of Reference (ToR) outlined in the Request for Quotation (RFQ) will be evaluated using the **Least-Cost Selection (LCS)** method.

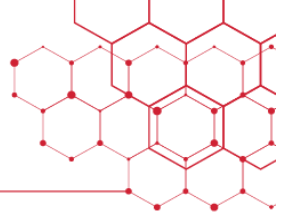
Submission of Proposal:

Interested vendors are requested to submit their proposal in a **PASSWORD-PROTECTED PDF file** through email to **tender.projects@cdri.world** by **23:59 hrs (IST) on 19 May 2025**.

Note: The PDF must be password-protected. Under no circumstances should the password be shared at the time of submission. It will be requested separately after the RFQ submission deadline has passed.

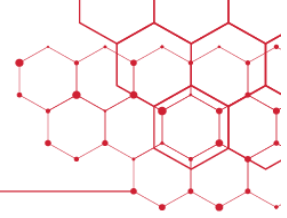
Please ensure that your proposal is sent ONLY to the ABOVE-MENTIONED email ID before the closing date & time. Proposals sent/copied to any other email ID (other than above) OR received after the bid closing date & time (mentioned above) will not be entertained.

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Annexure-I (CDRI Employee List-GTLI)

S. N.	Employee Code	DOB (DD/MM/YYYY)	Gender	Relation	Sum Insured
1	C01FTE001	09/05/1970	Male	Employee/Self	1,00,00,000
2	C01FTE004	05/01/1988	Female	Employee/Self	1,00,00,000
3	C01FTE005	08/07/1986	Male	Employee/Self	1,00,00,000
4	C01FTE006	22/05/1992	Female	Employee/Self	1,00,00,000
5	C01FTE007	07/03/1974	Female	Employee/Self	1,00,00,000
6	C01FTE008	26/01/1993	Female	Employee/Self	1,00,00,000
7	C01FTE009	09/09/1994	Male	Employee/Self	1,00,00,000
8	C01FTE010	23/10/1984	Male	Employee/Self	1,00,00,000
9	C01FTE011	18/07/1974	Female	Employee/Self	1,00,00,000
10	C01FTE012	08/05/1986	Male	Employee/Self	1,00,00,000
11	C01FTE013	05/02/1994	Female	Employee/Self	1,00,00,000
12	C01FTE014	05/11/1993	Male	Employee/Self	1,00,00,000
13	C01FTE015	22/06/1979	Male	Employee/Self	1,00,00,000
14	C01FTE016	23/08/1981	Male	Employee/Self	1,00,00,000
15	C01FTE017	19/01/1982	Male	Employee/Self	1,00,00,000
16	C01FTE018	27/04/1988	Male	Employee/Self	1,00,00,000
17	C01FTE019	05/01/1978	Male	Employee/Self	1,00,00,000
18	C01FTE020	24/04/1988	Female	Employee/Self	1,00,00,000
19	C01FTE021	19/10/1990	Female	Employee/Self	1,00,00,000
20	C01FTE022	25/09/1985	Female	Employee/Self	1,00,00,000
21	C01FTE023	21/04/1986	Female	Employee/Self	1,00,00,000
22	C01FTE024	03/08/1990	Female	Employee/Self	1,00,00,000
23	C01FTE025	31/07/1972	Male	Employee/Self	1,00,00,000
24	C01FTE026	18/07/1973	Female	Employee/Self	1,00,00,000
25	C01FTE027	25/08/1986	Female	Employee/Self	1,00,00,000
26	C01FTE028	25/06/1999	Male	Employee/Self	1,00,00,000
27	C01FTE029	09/12/1991	Female	Employee/Self	1,00,00,000
28	C01FTE030	17/02/1989	Male	Employee/Self	1,00,00,000
29	C01FTE031	22/06/1977	Female	Employee/Self	1,00,00,000
30	C01FTE032	17/02/1990	Male	Employee/Self	1,00,00,000
31	C01FTE033	27/11/1982	Male	Employee/Self	1,00,00,000
32	C01FTE034	21/03/1985	Female	Employee/Self	1,00,00,000
33	C01FTE035	10/11/1989	Male	Employee/Self	1,00,00,000
34	C01FTE036	04/09/1975	Female	Employee/Self	1,00,00,000
35	C01FTE037	24/04/1977	Male	Employee/Self	1,00,00,000
36	C01FTE038	20/09/1988	Male	Employee/Self	1,00,00,000
37	C01FTE039	05/02/1986	Male	Employee/Self	1,00,00,000
38	C01FTE040	18/08/1976	Female	Employee/Self	1,00,00,000
39	C01FTE041	17/09/1985	Male	Employee/Self	1,00,00,000
40	C01FTE042	01/01/1990	Female	Employee/Self	1,00,00,000
41	C01FTE043	15/11/1973	Female	Employee/Self	1,00,00,000
42	C01FTE044	02/07/1990	Male	Employee/Self	1,00,00,000
43	C01FTE045	20/07/1980	Female	Employee/Self	1,00,00,000
44	C01FTE046	06/10/1991	Female	Employee/Self	1,00,00,000
45	C01FTE047	07/10/1992	Male	Employee/Self	1,00,00,000
46	C01FTE048	15/07/1974	Female	Employee/Self	1,00,00,000



S. N.	Employee Code	DOB (DD/MM/YYYY)	Gender	Relation	Sum Insured
47	C01FTE049	04/09/1986	Male	Employee/Self	1,00,00,000
48	C01FTE050	05/04/1981	Female	Employee/Self	1,00,00,000
49	C01FTE051	20/04/1991	Female	Employee/Self	1,00,00,000
50	C01FTE052	21/06/1993	Male	Employee/Self	1,00,00,000
51	C01FTE053	18/09/1983	Male	Employee/Self	1,00,00,000
52	C01FTE054	25/07/1980	Male	Employee/Self	1,00,00,000
53	C01FTE055	28/10/1992	Female	Employee/Self	1,00,00,000
54	C01FTE056	31/03/1985	Male	Employee/Self	1,00,00,000
55	C01FTE057	27/08/1984	Female	Employee/Self	1,00,00,000
56	C01FTE058	03/04/1969	Female	Employee/Self	1,00,00,000
57	C01FTE059	23/09/1985	Female	Employee/Self	1,00,00,000

