Assam Electronics Development Corporation Limited (AMTRON)
Industrial Estate, Bamunimaidan , Guwahati- 21

NOTICE INVITING TENDER (NIT)

TENDER No. AEDC/HRD/RFP/Mediclaim/26-27/01 Date: 09th June, 2026

AMTRON invites e-tender from General Insurance Companies (Licensed and Registered with IRDA), for providing Group Mediclaim Insurance facilities to the contractual employees and their dependent family members. Submission of bid shall be through e-procurement portal **https://assamtenders.gov.in.**
Further details and subsequent communication may be seen at **https://assamtenders.gov.in**

A. Brief Scope of work:
The selected bidder shall be responsible to carry out Insurance related services, for providing Group Mediclaim Insurance to the AMTRON's contractual employees , and their dependent family members under Group (Family Floater) Medi-claim.

B. Procurement of RFP:
The RFP can be downloaded from the e-procurement portal https://assamtenders.gov.in**.**

C. Online Tender Processing Fees:

i. Bid document can be downloaded from the https://assamtenders.gov.in and a non-refundable fee of Rs. 2,500.00 (Rupees Two Thousand Five Hundred) only shall be paid by the bidder towards Online Tender Processing Fees through Internet Banking from State Bank of India (SBI) or any other banks listed at SBMOPS on https://assamtenders.gov.in or NEFT/RTGS in case of offline payment from any Bank. Bidders need to affix Rs.100/- court fee stamp to be procured in the State of Assam while submitting the signed copy of bid document as a token of acceptance of the clauses and terms & conditions of the bid document.
ii. Online Tender Processing Fees submitted by bidder is non-refundable, and will not be refunded in any case.
iii. If exemption from submission of Online Tender Processing Fees is claimed, valid supporting document as required if not submitted along with techno-commercial bid, then the offer will be considered as nonresponsive and will not be processed further.

D. Earnest Money Deposit:

i. Bidders need to deposit an EMD (Earnest Money Deposit) of Rs. 1,00,000.00 (Rupees One Lakh) only through Internet Banking from State Bank of India (SBI) or any other banks listed at SBMOPS on https://assamtenders.gov.in.
ii. EMD for unsuccessful bidders will be refunded after award of the contract to the successful bidder.
iii. EMD/Security Deposit can be forfeited if the bidder fails to commence the work as per contract schedule.
iv. There will be no Interest payable on EMD/Security Deposit.
v. Exemption of EMD: The firm or the bidder who have valid registration with Micro, Small and Medium Enterprises (MSME) or registered as Public Sector Non-life Insurance companies as on the date of submission of bids are exempted from payment of EMD. (valid supporting document to be submitted with along with techno-commercial bid)

vi. In compliance with the guidelines issued by Department of Expenditure Procurement Policy Division, Ministry of Finance, Government of India vide Office Memorandum no. F.9/4/2020-PPD dated the 12th of November 2020 or any other guidelines/circulars, the "Bidders who will apply for Bid Security/EMD exemption as MSME's/Start-ups/non-life insurance companies, has to also submit the Bid Security Declaration Form attached as Annexure VII along with the Technical Bid."

vii. EMD of successful bidders will become refundable to the successful bidder to whom the work order is awarded, only after submission of the Performance Bank Guarantee by the successful bidder.

viii. Security deposit will be refunded after successful completion of contract; there will be no interest payable on it for the said period.

E. Right to vary scope of work by AMTRON at the time of award:

AMTRON may at any time, by a written order given to the Bidder, make changes to the scope of the work as specified or award the work in phases. If any such change causes an increase or decrease in the cost of or the time required for the Bidder's performance of any part of the work under the Contract, whether changed or not changed by the order, an equitable adjustment shall be made in the Contract Value or time schedule, or both, and the Contract shall accordingly be amended. Any claims by the Bidder for adjustment under this Clause must be asserted within fifteen (15) days from the date of the Bidder's receipt of AMTRON's changed order.

F. Important Information:

EVENTS	DETAILS
PUBLISHING DATE	09-06-2026 AT 15.00 HRS
PERIOD OF DOWNLOAD OF BIDDING DOCUMENT	FROM 09-06-2026(13:00 HRS) TO 23-06-2026 (14:00 HRS)
LAST DATE OF RECEIPT OF PRE BID QUERY	15-06-26 AT 15.00 HOURS
BID SUBMISSION DATE	FROM 18-06-2026(13:00 HRS) TO 23-06-2026 (14:00 HRS)
LAST DATE & TIME FOR SUBMISSION OF ONLINE BIDS	UPTO 23-06-2026 (14:00 HRS)
LAST DATE & TIME FOR SUBMISSION OF HARD COPIES (AS MENTIONED IN RFP)	UPTO 23-06-2026 (14:00 HRS)
DATE AND TIME OF OPENING OF TECHNICAL BID	DATE 23-06-2026 AT15-00 HOURS
PLACE OF OPENING OF BID	Assam Electronics Development Corporation Ltd, Industrial Estate,Guwahati-21, Assam
OPENING OF FINANCIAL BID	To be notified later
SINGLE POINT OF CONTACT	Narsing Pawar, IAS Managing Director, Assam Electronics Development Corporation Ltd, Industrial Estate, Guwahati -21, Assam Mail ID: md@amtron.in, jyoti.prasad@amtron.in pratik.nag@amtron.in

Note :-

1) Hard Copy of Bid documents will be accepted till 23/06/2026, at 14.00 hrs.

2) In the event of the last date of hard copies of bid submission or the date of technical bid opening mentioned above being a holiday, the activities will take place on the next working day.

3) This Tender Document is not transferable.

4) The Bidder shall bear all costs associated with the preparation and submission of its bid, and AMTRON will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

5) The detailed Tender Document, once purchased, cannot be returned, resold, transferred, or reassigned; and there shall not lay any claim on AMTRON or refund of tender fee, payment of expenses incurred etc. and AMTRON shall not be responsible in any way for any damage, losses etc., consequential or otherwise, to any parties

Guwahati
Date: 9th June, 2026

Sd/
Managing Director