

Preproposal Meeting Minutes and Response to Queries to Hiring of Insurance Services for Livestock Assets under Punjab Human Capital Investment Project (PHCIP)

Tender No. PHCIP-Livestock Insurance/RQ-1839

Date: 10th September, 2024

Objective of the meeting:

A Preproposal in-person meeting was arranged on 10th September, 2024 as scheduled for Livestock Insurance Companies at NRSP head Office 11:00am with objective to explain the assignment and respond to the queries raised by potential Insurance companies for PHCIP Project. Online participation was also provided for those who could not participate in person to ensure that no one is left out.

Participants of the meeting:

The list of participants is as under:

S.#	Name of the Participants	Organization Name	S.#	Name of the Participants	Organization Name
1	Mehreen Raza	IRM	7	Asim Nazeer Chohan (zoom)	Asian Insurance
2	Abid Qayyum	NRSP	8	Dr. Israr (zoom)	Asian Insurance
3	Mazhar Iqbal	NRSP	9	M. Shoaib (in person)	Security General Insurance
4	Saira Bano	NRSP	10	Naeem Gul (in Person)	Askari Insurance
6	Mohsin Mehmood (zoom)	Asian Insurance	11	Malik Azhar (in person)	United Insurance

The meeting commenced with the formal introduction of all the meeting participants after that Mr. Abid Qayyum (SPO-Procurement) welcomed all attendees. Following this Ms. Mehreen Raza (IRM) and Mr. Mazhar Iqbal provided a comprehensive overview of the PCHIP project's i.e. goals, project duration, project locations, beneficiaries selection, methodology of asset selection and distribution, 5 days asset selection and management training, vaccination of animals and follow up/mentoring by field teams after distribution.

Additionally, Mr. Abid informed the participants that for this project, NRSP requires livestock insurance to mitigate the risk of livestock mortality. Our experience of working with PHCIP and other similar projects suggested that the mortality rate of the livestock distributed in the past few years is only about 0.79%. Under this RFP, the Punjab Social Protection Authority (PSPA) through its implementing partners NRSP and IRM is seeking one-year coverage for 1 time only for the livestock assets being provided to the poor beneficiaries under PHCIP project. The number of livestock may increase or decrease depending on the ground reality and will be communicated to the insurance company in the due course.

Following the briefing, there was an open session of questions and answers where representatives of all potential bidders were given an opportunity to ask questions on various aspects of the proposed insurance coverage project. Below matrix presents questions asked and the responses provided by NRSP and IRM in this regard.

Queries/Responses:

S.No	Name or firm/institution	Queries	Responses
1	Asian Insurance Company Pvt. Ltd	<ol style="list-style-type: none"> 1. Do the beneficiaries own any land or are they landless? 2. As these beneficiaries belongs to extremely poor households, do they have shed/shelter for animals and adequate feed for their livestock? 3. In the RFP, is the 0.79% mortality rate referring to large animals or small animals? 4. Who will be responsible for the animal vaccination and who will maintain the record of the vaccination? 	<ol style="list-style-type: none"> 1. The beneficiaries of the project are the households receiving support from BISP and most of them are landless or with minimal landholding. 2. The asset selection was made after discussions with households, taking their financial conditions into account. Most beneficiaries are farmers or laborers who have the space and resources to feed their livestock. 3. This mortality rate is for both small and large animals. The project teams don't have segregated data at the moment. 4. Preliminary vaccination is the responsibility of the vendors and he must provide the record of vaccination to the project team before distribution. Additionally, Vaccination calendar is given to the beneficiaries and follow-ups are conducted by field workers. Furthermore, linkages are established with CLEWs for vaccination of animals.

S.No	Name or firm/institution	Queries	Responses
		<p>5. Some diseases mentioned in the tender document are either nonexistent in Pakistan or there is no vaccination for such diseases, so in that case what will be the final diseases to be covered?</p> <p>6. What type of animal tagging is being used in the project? Is any form of branding being implemented?</p> <p>7. In financial proposal should insurance company provide the separate rates for large or small animal or provide the combine rate?</p> <p>8. What is the NRSP's stance on the 20% deductible insurance amount as per state bank of Pakistan regulation?</p> <p>9. In case of death of animal how does NRSP notify the insurance company and within how many days?</p> <p>10. Does NRSP focus on specific breed of animals for this project.?</p> <p>11. In case of animal package (one large and one small, or package of 05 goats) if one animal is died, how will the insurance company pay the insurance amount?</p> <p>12. Will the Surveyor from the insurance company be allowed to validate the claims?</p>	<p>5. The insurance company need to cover all the diseases as given in the Tender document.</p> <p>6. Animal tagging is carried out by NRSP using neck tags, with each tag displaying a unique household number. No branding is applied.</p> <p>7. In financial proposal the company shall provide the combined rates for both small and large animals.</p> <p>8. It is not applicable on livestock insurance under PHCIP project.</p> <p>9. NRSP will prepare a complete case with pictorial evidence and send it to the company after the demise of animal as per agreed communication method.</p> <p>10. No there is no specific breed of animals but mostly common local breeds are purchased.</p> <p>11. The insurance company will only cover the claim for the deceased animal from a package. If 1 goat out of the 5 dies, the insurance company will only pay for the 1 deceased goat.</p> <p>12. NRSP staff will notify the insurance company and submits the insurance claim. Since the deceased livestock cannot be left aside for verification. However, if needed be, insurance companies can send their surveyors for verifications.</p>
	Security Insurance Company	<p>1. In RFP 04 categories of animals are mentioned i.e. cow, buffalos, goats and sheep. should the insurance</p>	<p>1. NRSP require a uniform rate from the insurance company for all four categories. And company</p>

S.No	Name or firm/institution	Queries	Responses
		<p>company submit proposal for two categories or provide coverage for all 04 categories?</p>	<p>should submit a combine proposal for all categories.</p>
	<p>Askari Insurance company</p>	<ol style="list-style-type: none"> 1. To whom assets are given a male or a female of household, who will be the official owner of the asset? 2. In the case of already purchased livestock under the project which need to be covered, from which date the coverage will be started? 	<ol style="list-style-type: none"> 1. The asset beneficiaries as per project documents are the BISP beneficiary households (couple) as per NSER survey 2023 but the project team maintains a list of the beneficial owner (husband or wife) potentially responsible for asset management. The list of asset recipients as beneficial owners among the two spouses will be furnished to the insurance company on demand. 2. For the earlier purchased livestock in the project the start date of coverage will be the date of contract or the date on which the data is shared with the insurance company for issuance of the insurance policy.
	<p>United Insurance Company</p>	<ol style="list-style-type: none"> 1. Will NRSP provide the sum insured to the insurance company in case of an animal package (one large and one small, or package of 05 goats) or cost of each animal will be separately provided for insurance? 2. How do project team purchase the animals? 3. What does NRSP means by “similar project” in eligibility criteria? 	<ol style="list-style-type: none"> 1. NRSP will provide the purchase cost/sum insured of each animal in the package to the insurance company. 2. Animals are procured through community procurement process from the local market. If the local market cannot meet the targets, then purchases are made from the neighboring tehsils or districts. Occasionally, purchases are made from the neighboring districts i.e. Multan, Kashmore etc. as these district belong to the same region. 3. Similar project means the insurance of livestock under similar conditions as given in the tender document to the different beneficiaries.

S.No	Name or firm/institution	Queries	Responses
		<p>4. Under 'experience', should insurance company provide the list of corporate clients for all insurances or only livestock clients only?</p> <p>5. What will be the overall evaluation criteria specific to this RFP?</p> <p>6. Who will responsible for animal tagging project team or Insurance Company? Also, will the double tagging be allowed in the project?</p>	<p>4. The insurance company should provide the list of all corporate and livestock clients.</p> <p>5. For this RFP, the scoring criteria are as follows: Technical scoring accounts for 60%, and Financial scoring accounts for 40%. Insurance companies with the lowest rate will receive the maximum 40% of the financial score. Insurance companies should submit their financial proposals on their letterhead, using the provided format, along with bid security. Insurance company scoring the highest aggregate marks will be shortlisted for award.</p> <p>6. Project team is responsible for neck tagging of animals as per the SOPs issued by donor. No foot and ear tagging is allowed as per instructions of the Punjab Government. Double tagging will not be allowed.</p>

Conclusion:

In his concluding remarks, the SPO-Procurement explained that all interested insurance companies should send their technical and financial proposals in separate sealed envelope with all required information before deadline and follow all the submission protocols as mentioned in RFP.

Vote of Thanks:

Meeting ended with vote of thanks from NRSP to the participants.