



THE ORIENTAL INSURANCE COMPANY LIMITED

HEAD OFFICE, ORIENTAL HOUSE,

A - 25/27, ASAF ALI ROAD, NEW DELHI-110 002

REQUEST FOR EXPRESSION OF INTEREST (EOI)
TO PROVIDE CASHLESS VEHICLE REPAIR FACILITY
UNDER MOTOR INSURANCE CLAIMS TO OICL'S
POLICYHOLDERS

ISSUING AUTHORITY:

GENERAL MANAGER

MOTOR DEPARTMENT

HEAD OFFICE

EOI REFERENCE NO: OICL/HO/EOI/MOTOR/2019/01

ISSUED ON: 05.09.2019

**Region wise Contact Number & Email id: PLS REFER TO
ANNEXURE B**



DESCRIPTION EXPRESSION OF INTEREST

The Oriental Insurance Company Limited (hereinafter referred to as OICL), a Public Sector Undertaking under Govt. of India, invites Expression of Interest (hereinafter called EOI) from interested parties for entering into **MoUs with OICL's Regional Offices** to provide cashless vehicle repair facility under motor insurance claims to OICL's policyholders.

Interested Motor Workshops who meet the Eligibility Criteria may submit the request in the draft format available on the corporate website (www.orientalinsurance.org.in).

This EOI document is neither an offer letter nor a legal contract, but an invitation for expression of interest. No contractual obligation on behalf of OICL whatsoever shall arise from this EOI and/or the process consequent of it unless and until a formal MOU is executed by duly authorized officers of OICL and the Motor Workshop/Service station.

Procedure to enter into MoU under the EOI:-

1. All interested Motor Workshops may submit duly filled **Annexure A** to their nearest OICL office. **Annexure A** as enclosed herewith available across all OICL offices as well as on the company website (www.orientalinsurance.org.in). Incomplete and/or applications from ineligible entities will be rejected.
2. All applications will be scrutinized by a designated committee at Regional Offices of OICL. After scrutiny of the submitted application, due inspection of premises & services provided by the applicant shall be undertaken by designated OICL officials.
3. After physical inspection of the workshop and ensuring due



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- availability of requisite infrastructure, decision shall be taken keeping in view the applicant's professional skills, experience and due adherence to service quality standards. Based on these parameters if the Committee is satisfied with the credentials of the applicant a decision to enter into the relevant MoU will be recorded and the same will be communicated to the applicant.
4. The initial MoU will be for a period of three years. The MoU may be extended or repealed subject to annual performance review of the applicant by the designated committee.

OICL reserves the exclusive right to make any amendments or cancel any or all of the above actions/criteria related to this EOI.



DETAILS TO BE SUBMITTED

1	Name(s) of the proprietor(s) with identity proof(s)	
2	Area of the workshop with Permission letter from the concerned Civil Authority to operate the workshop.	
3	Name, contact number & email id of contact person	
4	Whether denting/repairing facility is there in the workshop	
5	Whether painting booth is available within the workshop: YES/NO	
6	No. of skilled/technical employees in the workshop :	
7	Whether services are provided for Single make or Multi-brand vehicles? Give details	
8	RATE CHART of repair services provided	
9	Signed Copy of GST Certificate of workshop.	
10	Signed Copy of PAN Certificate of workshop.	
11	Address proof of workshop.	
12	Whether workshop is empanelled by other insurers. If yes, copy of MOU signed with the other insurer	
13	Any further relevant information in relating to the work shop and its service parameters.	

Signature & Seal along with enclosures of the applicant



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CONTACT PERSONS AT REGIONAL OFFICES			ANNEXURE B	
RO CODE	RO NAME	NAME OF OFFICER	EMAIL ID	CONTACT NO.
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