# INSURANCE REGULATORY AND DEVELOPMENT AUTHORITY OF INDIA
## HYDERABAD

**23rd August 2017**

Subject: <u>Minutes of the 6th IT Procurement Committee held on 22nd August 2017</u>

Present:

| | |
|---|---|
| (i) Shri. Nilesh Sathe, Member (Life) | – Chair Person |
| (ii) Shri. A. Ramana Rao, GM (F&A-Life) | – Member |
| (iii) Shri. T.S. Naik, GM (CAD) | – Member |
| (iv) Shri. A.R. Nithiyanantham, CGM (IT) | – Member Convener |

Invitees from user department:

(i) Shri. M.P. Tangirala ED (IT)

(ii) Shri. V. Jayant Kumar, CGM(Life)

(iii) Mrs. D.Gyanaprasuna, AGM(Life)

(iv) Mr. C. Srinivasa Kumar DGM Actuarial (Life)

(v) Mr. Mahesh Agarwal, DGM(IT)

Members of the committee were appraised of the following agenda items:

**Agenda 1: BAP – Implementation of Change Requests from IT dept. (Cost Rs.18,84,000.00/-) vide CCN 144:**

The IT Department initiated the Change Request with feedback from the departments (Life, Non-Life and Health). In this connection the IT Department had interacted with Life, Non-Life and Health Department and have concluded that:

1. Once the competent authority (member or L3) has given the decision (approval/reject/withdrawal/etc.) in BAP Life/NL/Health module - Product Filing/office filing/advertisement/Returns, Email notification should be triggered to L1, L2 and L3 (HOD).

2. On clicking the view products/offices/advertisement tab, upon selecting a particular product/office/advertisement, a new window should display the respective application form, documents uploaded by the insurer, audit trail and documents uploaded by the user dept.

After deliberations, the Committee recommended to implement the change requests vide CCN 144 as per the proposal submitted by the Implementing Agency to the total cost of INR 18,84,000 /-

## Agenda 2: BAP Implementation of change request (Cost RS. 4, 38,771.43/-) vide CCN 112

The IT Department received the Change Request from Life department for Benefits Paid Group Business where the existing format under quarterly periodicity applicable for Group Insurance Business is to be modified wherein insures are required to input the data pertaining to Death Claims and Surrender payments made during the period. Data pertaining to Maturity (Benefits Paid) is to be incorporated in the same form as follows:

1. The nomenclature of Claims "written back" will be replaced with "Unclaimed Amounts" in 12 forms.
2. Date on Legal Cases: "Civil Court" is to be replaced as "Court" which will include the cases pending with both Civil & Criminal cases and a row to be inserted for 'Others'
3. Death Claims Individual: While furnishing the data, in case only the basic Sum Assured is settled and the accident benefit or any other rider is not settled, then the Settled Amount should be shown under Basic Sum Assured.
4. Introduction of new distribution channels: - provision to capture the business procured by the new channels will be made in the mentioned input forms viz. a. Web Aggregators b. IMF c. Online Sales d. Business Correspondents (Under MI Agents) e. Others if any and f. POS – Point of Sale

After deliberations, the committee recommended to implement the change requests vide CCN 112 as per the proposal submitted by the Implementing Agency to the total cost of INR 4,38,771.43 /-

## Agenda 3: BAP Implementation of change request (Cost RS. 611,266.67/-) vide CCN 163

IT Department received the Change Request from Actuarial department for:

1. IMF", "Web aggregators" and "Referrals" under the drop down in "distribution channel" are required in the BAP F&U application along with "others" as a flexibility option for future evolving channels.

2. Option for "NA" for Rider conditions is required related to PPI Regulations if there is no rider is attached.

3. Flexibility is required under "source data" under Pricing in F&U application. Insurer has to choose any one option out of the three options given (Internal/Industry/reinsurance). Currently there is no provision to select two options at a time.

4. The <delegate> option is not appearing in L3 level once the file is transferred to L2 level. At approval stage the File needs to be approved by M(A). Hence, this provision is required.

5. When the insurer revises the F&U after the queries from Authority, the changes need to be highlighted or there should be a "change log".

6. During the process, the F&U and office notes are visible at only one level where the process is done. Whether there is provision to view these files by other levels also
7. UIN is generated at L2 level. Once L2 selects, <Approve> option, the file will be available for UIN generation. Once you click on<generate UIN>, the system automatically assigns the UIN and the intimation should be sent separately after UIN assignment. If the UIN is assigned by mistake, provision to revert the assignment should be present in the system.
8. The approved F&U should be visible in L1 & L3 also. Currently its visible only in L2 level.
9. Clarity is required with respect to process of modification of existing products through BAP and provision to view previously approved products in BAP.

With respect to the above actuarial department also provided some additional requirements:

1. New option will be provided to the insurer to add the actuary in the BAP. User will not be able to edit/delete the actuary details. History of the appointed actuary will be visible to the insurer. After adding a new actuary in BAP, an email will be triggered to L1 & L2 for the same. Only L2 can update the details of the actuary.
2. In case of pending for clarification, insurer cannot modify the F&U already filed. However, there will be a provision to attach documents.
3. Product filing application should include question -  Is this Product under Government/Social Securities Scheme?

After deliberations, the Committee recommended to implement the change requests vide CCN 163 as per the proposal submitted by the Implementing Agency to the total cost of INR 6,11,266.67 /-

**Agenda 4: BAP Implementation of change request (Cost RS. 4,39,085.71/-) vide CCN 89 & 167.**

IT Department received the Change Request from Life and Health department for:

1. For IRDAI users, under "view offices", the table should display "Reason for rejection" if status of application is "Rejected". Else, it should be blank. (This requirement however was dropped by IRDAI later).
2. Across all 3 modules (Life/Health/Non I Life), if difference between "Proposed date of closure" and date of submission is less than 60 days, a pop-up message should come during submission with the message "Proposed date of closure should be at least 60 days ahead of the date of submission". Also a note will be displayed below "Proposed date of closure" field as "Proposed date of closure should be at least 60 days ahead of the date of submission. Pop-Up will not affect the functionality as user will be able to submit the application.

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With respect to the above the departments also provided some additional requirements:

1. In life module, under the intimation tab, a new tab should be included as "intimate closure office". This tab should appear below the tab "intimate relocated office".
2. On clicking "intimate closure office" tab, it should display all the list of closures intimated to IRDAI. It should be same as "intimate closed office" tab of Non-Life/Health.
3. In life module, when the insurer clicks on the "intimation closure office "hyperlink, it should display the screen alike to health/Non-Life modules.
4. After user intimates the IRDAI for office closure, a mail should trigger to all the L1 users of that particular department.
5. Database/Reports should display office as open until user intimate the IRDAI for closure of the offices and a provision should be created to key-in the reasons by the Insurer, wherever proposed date of closure is less than 60 days of date of submission. On keying in the reasons insurer should be in a position to submit the application.

After deliberations, the committee recommends to implement the change requests vide CCN 89 & 167 as per the proposal submitted by the Implementing Agency to the total cost of INR 4,39,085.71 /-

## Agenda 5: Procurement of a laptop for the use of ED/IT.

Member-Convener appraised the following:

Sealed quotations were invited from 4 suppliers viz. M/s Youdan Marketing, M/s Microbase Computers, M/s Digitech Peripherals, M/s Signy Technologies Pvt. Ltd. for the supply of one laptop with the specifications as follows:

| Desc | Specification |
|---|---|
| Brand | LENOVO THINKPAD T470 |
| Processor | Intel Core i7-7500U |
| Processor Speed | 2.70GHz |
| Cache Memory | 4MB |
| Memory | 16 GB DDR4 |
| Hard Drive | 256 GB SSD |
| Display Type | FHD LED AntiGlare Backlight |
| Resolution | 1920x1080 |
| Screen Size | 14" |

| | |
|---|---|
| **Warranty** | 3 Years Onsite |
| **Graphics** | NVIDIA GeForce GT 940MX 2GB |
| **Wireless** | WiFi 802.11a/b/g/n/ac<br>or Intel 8265 2x2 11ac |
| **LAN** | 10/100M |
| **Bluetooth** | Bluetooth 4.0 |
| **Ports** | 3 x USB 3.0<br>3.5 mm Combo Audio Jack<br>1 x HDMI<br>1 x RJ45 Gigabit LAN<br>1 x SD Media Card Reader<br>1x Micro SIM |
| **Speakers** | Yes |
| **Webcam** | 720p HD webcam |
| **Microphone** | Yes |
| **Battery** | 3-cell , |
| **Carry Case** | Yes |
| **OS** | Windows 10 Pro 64 bit |
| **Wireless Mouse** | Dell / HP / Lenovo |

The sealed envelopes were opened by the Tender Committee on 11/08/2017 and it was found that specifications quoted by M/S Youdan Marketing were not in line with the stated requirement. From among the remaining three vendors M/S Microbase Computers had quoted the lowest price 1,15,952.40 (Incl. tax).
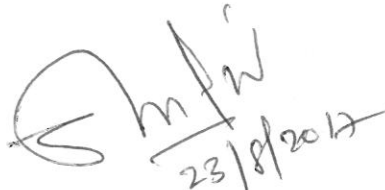
| Vendor | Price ₹ (Including Tax) | Position |
|---|---|---|
| **M/S Microbase Computers** | **115952.40** | **L1** |
| M/S Digitech Peripherals | 116003.0 | L2 |
| M/S Signy Technologies Pvt. Ltd. | 117559.86 | L3 |

As per the approval dated 6th August 2015, the limit for the procurement of desktop/laptop is Rs.1,10,000/- (plus taxes). The limit does not include softwares, printers and UPS etc. The rate quoted by L1 is within the approved limit.

Thus after deliberations, the committee recommended the procurement of the laptop as per the proposal submitted by M/S Microbase Computers to the total cost of INR 1,15,952.40 (Incl. tax).
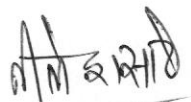
CGM (IT)

Member-Convener

GM (CAD)

Member

GM (F&A-Life)

Member

Member (Life)

Chairperson