

# Chanakya National Law University

Nyaya Nagar, Mithapur, Patna-800001, Tel. No. +91-612-2352300, Fax No. : +91 -612-2352315

Website: <https://www.cnlu.ac.in>, E-mail: [registrar@cnlu.ac.in](mailto:registrar@cnlu.ac.in)



## GROUP HEALTH INSURANCE FOR EMPLOYEES OF THE UNIVERSITY

### ABOUT CNLU

In the State of Bihar, where the seeds of the earliest republic were sown and the crop of democracy cultivated, a need was felt by the government for a university which would provide quality legal education and strive to raise national legal standards to competitive international level and promote legal awareness in the community, which will lead to the realization of goals embodied in the Constitution of India. Thus, on July 15th, 2006 came into being Chanakya National Law University at Patna.

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NIQ No. 20/2026-27

Date: 21.05.2026

## Table of Contents

<b>Table of Contents</b> .....	<b>1</b>
<b>SHORT TENDER NOTICE</b> .....	<b>3</b>
<b>1. Scope of Work:</b> .....	<b>4</b>
1.1 Objective .....	4
1.2 Coverage Details .....	4
The selected insurer shall provide Group Mediclaim Insurance Coverage with the following specifications: .....	4
1.3 Definition of Family.....	4
1.4 Policy Period: .....	4
1.5 Number of Beneficiaries.....	5
1.6 Variation in Coverage (Additions & Deletions).....	5
1.7 Nature of Policy .....	5
1.8 Mandatory Coverage Conditions .....	5
1.9 Top-Up Policy (Optional Clause).....	6
1.10 Compliance Requirement.....	6
<b>ELIGIBILITY CRITERIA</b> .....	<b>6</b>
<i>Table 4: Eligibility Criteria and Supporting Documents</i> .....	6
2.1 .....	6
2.2 .....	6
2.3 .....	6
2.4 .....	6
2.5 .....	6
2.6 .....	6
2.7 Additional Conditions .....	7
<b>3. DETAILS OF COVERAGE AND BENEFIT REQUIRED UNDER PROPOSED POLICY:</b> .....	<b>7</b>
<b>4. GENERAL TERMS &amp; CONDITIONS OF CONTRACT</b> .....	<b>11</b>
4.1 Sum Insured.....	11
The Sum Insured applicable to each category of beneficiaries shall be strictly as specified in the <i>Scope of Work</i> . No sub-limits, caps, or unilateral modifications shall be imposed by the Insurer without prior written approval of CNLU, Patna. ....	11
4.2 Period of Coverage, Extension and Termination.....	11

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Date: 21.05.2026

(a) The Policy shall be valid for an initial period of one (01) year and may be renewed for a further period of one (01) year based on satisfactory performance, claims experience, and mutual agreement. ....	11
(b) Termination by CNLU: CNLU, Patna reserves the right to terminate the Contract by giving one (01) month's prior written notice in the event of:.....	11
i. Insolvency, bankruptcy, or liquidation of the Insurer .....	11
ii. Material breach of any terms and conditions of the Contract;.....	11
iii. Persistent deficiency in services, including delays in claim settlement or unjustified claim rejections; (Non-compliance with applicable statutory or regulatory requirements.....	11
4.3 Beneficiary .....	11
4.4 Award of Contract.....	11
4.5 Taxes and Duties.....	11
4.6 Service Level Agreement (SLA) & Performance Standards.....	11
4.7 Indemnity and Liability.....	12
4.8 Audit and Inspection Rights .....	12
4.9 Compliance with Laws .....	12
4.10 Settlement of Disputes and Jurisdiction .....	12
4.11 Confidentiality and Data Protection .....	12
4.12 Execution of Agreement .....	12
4.13 Force Majeure.....	12
4.14 Grievance Redressal Mechanism .....	13
ANNEXURE – I .....	14
BID PROPOSAL SHEET/FORWARDING LETTER .....	14
ANNEXURE - II .....	16
FINANCIAL BID .....	16
<b>ANNEXURE – III.....</b>	<b>17</b>
<b>CONTRACT AGREEMENT FORM .....</b>	<b>17</b>
<b>ANNEXURE - IV .....</b>	<b>21</b>
<b>SELF-DECLARATION – NON-BLACKLISTING .....</b>	<b>21</b>
ANNEXURE-V .....	22
<b>DETAILS OF TEACHING EMPLOYEES .....</b>	<i>Error! Bookmark not defined.</i>
<b>DETAILS OF NON - TEACHING EMPLOYEES .....</b>	<i>Error! Bookmark not defined.</i>

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## E-TENDER NOTICE

Through e-procurement mode only <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a>			
Chanakya National Law University, Patna, invites tender in two bids system (Technical and Financial) from Insurance Regulatory and Development Authority of India IRDAI approved Insurance Companies for Group Health Insurance for Employees of the University.			
1.	Name of the Work	:	<b>Group Health Insurance for Employees</b>
2.	Cost of Document (Non-Refundable)	:	<b>Rs. 1000/- (Rs. One Thousand) Only.</b>
3.	E-Tender Processing Fee	:	As per Eproc2 website
4.	Time of Completion	:	60 Days
5.	Bid start Date	:	From 21.05.2026
6.	Date of Pre-bid meeting	:	29.05.2026 (Offline) at the Chamber of Registrar, CNLU, Patna from 02:00 p.m. to 03:00 pm.
7.	Last Date & Time for Uploading of bids	:	03.06.2026 upto 11:59 pm.
8.	Date & Time of Opening of Technical Bids	:	04.06.2026 at 10:30 am.
9.	Date & Time of Opening of Financial Bids	:	Will be intimated later
10.	Place of Opening of Bid	:	Registrar's Chamber
11.	Periods of Bids Validity	:	90 days
12.	Officer inviting Bids	:	The Registrar, CNLU, Patna.
13.	For participation in E-tendering proc. The contractor shall have to get themselves registered to get User ID, Password & Digital Signature. This will enable accessing the website <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> & download / Participate in E-Tender.		
14.	The tender document can be obtained through our website <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> & <a href="https://www.cnlu.ac.in">https://www.cnlu.ac.in</a>		
15.	(i) Bid Processing Fee to be paid through online mode i.e., Internet payment gateway (Credit/Debit Card), Net Banking, NEFT/ RTGS. (ii) Bids along with necessary online payments must be submitted through e-procurement portal <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a> before the date & time specified in the NTI. (iii) The department does not take any responsibilities for the delay /Non availability of internet connection, Network Traffic / Holidays or any other reasons.”		
16.	Bid Document cost should be paid as per <a href="https://eproc2.bihar.gov.in">https://eproc2.bihar.gov.in</a>		
17.	Earnest Money Deposit (EMD) shall have to be paid through e-payment.		
18.	The authority shall have to right to reject the bid without assigning any reason what so ever. For any information department Contact No. 0612-2352300 may be used.		
19.	For queries and clarifications, if any send e-mail to <a href="mailto:tender-enquiry@cnlu.ac.in">tender-enquiry@cnlu.ac.in</a>		
20.	For support related to the e-tendering process, bidders may contact “e-procurement HELP DESK, mjunction services limited RJ Complex, 2 <sup>nd</sup> Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. –Shastri Nagar, Patna-800014, Bihar, Contact No. 18005726571.		

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## 1. Scope of Work:

### 1.1 Objective

Chanakya National Law University (CNLU), Patna invites bids under a Two-Bid System (Technical and Financial) from Insurance Regulatory and Development Authority of India (IRDAI) approved Insurance Companies for providing Group Health Insurance Policy to its employees and their eligible dependents.

### 1.2 Coverage Details

The selected insurer shall provide Group Mediclaim Insurance Coverage with the following specifications:

Table 1: Category-wise Coverage

Nature of Employment	Sum Insured (Family Floater)
Regular and Contractual Employees (104 Employees)	₹10,00,000/-

### 1.3 Definition of Family

To this policy, the "Family" shall include:

- Employee
- Spouse
- Up to two (2) wholly dependent children up to the age of 25 years
- Dependent parents

### 1.4 Policy Period:

Table 2: Policy Duration and Coverage Unit

Category of Employees	Definition of Family Unit	Policy Period
Regular and Contractual Employees	Employee + Spouse + 2 Dependent Children ( $\leq 25$ years) + Dependent Parents	01.07.2026 to 30.06.2027 ( <i>Extendable for one additional year on mutual consent</i> )

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## 1.5 Number of Beneficiaries

The details of employees and dependants eligible for coverage are as follows:

Table 3: Estimated Lives Covered

Age Band	Employees	Spouse	Child 1	Child 2	Parent 1	Parent 2	Total
0-25	0	0	67	44	0	0	111
26-30	8	7	0	0	0	0	15
31-35	15	16	0	0	0	0	31
36-40	23	23	0	0	0	0	46
41-45	18	17	0	0	0	0	35
46-50	18	8	0	0	0	2	28
51-55	10	4	0	0	2	7	23
56-60	7	4	0	0	6	13	30
61-65	5	3	0	0	2	13	23
Above 65	0	0	0	0	49	29	78
<b>Total</b>	<b>104</b>	<b>82</b>	<b>67</b>	<b>44</b>	<b>59</b>	<b>64</b>	<b>420</b>

*Note: Detailed list of employees and dependants is provided in Annexure-V.*

## 1.6 Variation in Coverage (Additions & Deletions)

- The number of employees and dependants covered under the policy may vary during the policy period due to:
  - New appointments
  - Separation/retirement
  - Change in dependency status
- CNLU, Patna shall notify the insurer regarding:
  - Additions** of employees/dependants as and when they become eligible
  - Deletions** due to ineligibility or separation
- The insurer shall:
  - Provide coverage for such additions on **pro-rata premium basis**
  - Refund premium for deletions on **pro-rata basis**

## 1.7 Nature of Policy

- The policy shall be a **Family Floater Group Health Insurance Policy**.
- Coverage shall be on a **cashless and reimbursement basis**.
- The policy shall comply with **IRDAI guidelines and regulations** in force.
- The Bidder should quote the rates after allowing the discounts in accordance with IRDA guidelines.

## 1.8 Mandatory Coverage Conditions

The policy shall mandatorily include:

- Coverage of all pre-existing diseases from Day One
- No waiting period for any illness or treatment
- No co-payment clause unless specifically approved by CNLU
- No disease-wise capping/sub-limits, unless explicitly agreed
- Coverage for newly born child from Day One within overall sum insured.

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## 1.9 Top-Up Policy (Optional Clause)

CNLU, Patna reserves the right to opt for a **Top-Up Insurance Policy** over and above the base policy:

- Terms and conditions shall be mutually agreed
- The bidder **shall not refuse the base policy** if the Top-Up policy is not awarded
- No ailment-wise capping shall apply in the Top-Up Policy

## 1.10 Compliance Requirement

The bidder shall ensure that:

- All terms are compliant with **IRDAI norms**
- Policy wording is submitted along with the **technical bid**
- Any deviation must be **clearly specified and justified**

## 2. ELIGIBILITY CRITERIA

The bidder must fulfill the following eligibility criteria. Bids not complying with these requirements shall be **summarily rejected**.

Table 4: Eligibility Criteria and Supporting Documents

Sl. No.	Eligibility Requirement	Documents to be Submitted
2.1	The bidder must be an Insurance Company registered with the Insurance Regulatory and Development Authority of India (IRDAI) or authorized under any Central Legislation to undertake insurance business in India.	Self-attested copy of valid IRDAI Registration Certificate / License
2.2	The bidder must have a fully operational establishment and adequate infrastructure to service the policy, including tie-ups with hospitals.	Details of office infrastructure and list of empanelled/network hospitals/healthcare centres in Patna
2.3	The bidder must have experience in providing Group Health Insurance coverage for at least 200 families under a single policy during any one of the financial years 2022–23, 2023–24, or 2024–25.	Work orders / client certificates / list of clients with policy details
2.4	The bidder must possess valid statutory registrations.	Self-attested copies of PAN, TAN, and GST Registration Certificates
2.5	The bidder must have an annual premium turnover of not less than ₹100 Crore in Health Insurance business during the last financial year.	Audited Financial Statements for FY 2024–25 or Certificate from Chartered Accountant
2.6	The bidder should not have been blacklisted, debarred, or declared ineligible by any Central/State Government Department, PSU, University, or Autonomous Body, nor should any major litigation affecting its eligibility be pending.	Duly signed Undertaking as per Annexure–IV

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## 2.7 Additional Conditions

- a. The bidder shall submit all required documents **along with the Technical Bid**.
- b. All documents must be **self-attested by an authorized signatory**.
- c. CNLU, Patna reserves the right to:
  - o Seek **clarifications or additional documents**.
  - o Verify the authenticity of submitted information.
- d. **Non-submission or submission of incomplete/false documents** shall lead to:
  - o Rejection of the bid.
  - o Possible blacklisting and legal action.

## 3. DETAILS OF COVERAGE AND BENEFIT REQUIRED UNDER PROPOSED POLICY:

Type of Policy (Floater/ Individual):	Family floater for Employees and their dependent family members declared as per rule.
Sum Insured Band	<b>INR 10,00000/-</b> for employees and their dependent family members for Group Medical Health Insurance.
Period of Policy	Initially for a period of one year. Renewal of policy extendable on mutual agreeable terms and conditions maximum up to one year subject to satisfactory performance of the insurer and approval of the competent authority Chanakya National Law University, Patna
In-Patient Treatment including Critical Illness, Surgery and Treatment:	To be covered fully
Day Care Treatment: (Surgeries/Treatments/procedures which require less than 24 hours hospitalization as an inpatient due to subsequent advancement in technology)	To be covered fully, including but not limited to: <ul style="list-style-type: none"><li>▪ (Cataract/Eye surgeries</li><li>▪ Chemotherapy / Radiotherapy</li><li>▪ Dialysis</li><li>▪ Coronary Angiography</li><li>▪ Lithotripsy</li><li>▪ Endoscopy procedures</li><li>▪ Treatment of fractures</li></ul>
Reimbursement of Pre and post Hospitalization Expenses:	30 Days Pre-Hospitalization expenses & 60 Days Post-Hospitalization expenses are to be covered fully
Domiciliary Hospitalization	To be covered fully
Waiting a period of 30 days	To be waived fully
Waiting period of 1 year, 2 years, 3 years and 4 years or any period.	To be waived fully
Pre-existing Diseases:	To be covered fully; all pre-existing diseases will be covered from day one/ inception of the policy
Maternity Benefit and Newborn Baby:	To be covered fully <b>Maximum -02</b> The nine months waiting period is waived off and the newborn baby is covered from Day 1. If life threatening complication to mother and/or fetus arises requiring hospitalization during any stage of pregnancy, then overall family sum insured will apply.

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	Cashless facility in Network Hospitals and Reimbursement in Non-network Hospitals	To be covered fully.
	Hospitalization expenses organ donor's Treatment in case of organ Transplant	To be covered fully
	Surgeon, Doctor, Anesthetist, medical practitioner, Consultants special fees per illness and others	No restriction
	Anesthesia, Blood, Oxygen, OT Charges, Surgical Appliances, Medicines, Drugs, Diagnostic Material, X-Ray & Dialysis, Chemotherapy, Radiotherapy, cost of Pacemaker, Artificial Limbs and cost of stent & Implant and others	No restriction
	Personal Accidental Insurance	Accidental Death Insurance, Permanent Total Disability, Partial Total Disability must be covered.
	Cost of Pharmacy, Consumables, Implants, and Diagnostics	To be covered fully.
	AYUSH Expenses incurred for Ayurvedic / Homeopathic / Unani Treatment	To be covered fully

	Coverage for Pandemic	No Restrictions
	Sub Limits on Medical Expenses/Illness/Surgeries/Procedures	No Disease wise sub-limit is allowed
	<p><b>Sub- limits on Room Rent 2% of SI, boarding, nursing expenses and Intensive Care Unit (ICU) / Intensive Cardiac Care Unit (ICCU) expenses as provided by the Hospital.</b></p> <ul style="list-style-type: none"> <li>Room Rent, boarding and nursing expenses as provided by the Hospital Private ward/ Single room with AC and attached accessories.</li> <li>Intensive Care Unit (ICU) / Intensive Cardiac Care Unit (ICCU) maximum up to 4% of SI expenses as per actual.</li> <li>Room rent will include charges for occupation of bed, diet for patients, charges of water and electricity supply, linen charges, nursing charges and routine upkeeping.</li> <li>Private ward is defined as AC hospital room where single patients are accommodated which has an attached toilet (lavatory and bath).</li> </ul>	
	Sub limit on charges of Ambulance	Ambulance services not exceeding 2% of SI Employees respectively, reasonably and medically necessarily incurred for shifting any Insured person to Hospital for admission in Ward or ICU, or from one Hospital to another Hospital for better medical facilities, or Hospital to home.
	Other Conditions	a) There shall be a dedicated helpline (24 x7) from the TPA of Insurance / In-house TPA available and the contact details including the name of the contact person, contact numbers and postal/email address, shall be furnished. However, In-house TPA will be preferred. No extra payment is to be made by the institute to the Insurer for engaging in a TPA.

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		<ul style="list-style-type: none"><li>b) The response time by the TPA at the time of admission shall be a maximum up to 6 hours.</li><li>c) The Mediclaim ID cards of the members should be issued by the TPA within 07 days after submission of names by CNLU Patna.</li><li>d) The scheme should have provision for addition/deletion of employees on a pro rata basis. Midterm inclusion/deletion of members are allowed subject to the confirmation of CNLU Patna</li><li>e) The mid joiner employee &amp; declared dependents to be covered from day 1 (the date of joining) irrespective of immediate payment of premium (Addition &amp; Deletion to be declared for each month and within 15 days of succeeding month). Premium for addition/deletion will be charged/refunded on pro rata basis.</li><li>f) Any Bonafide mistake of additions/deletions in monthly statement will be rectified as per institute's records.</li><li>g) No sub-limit/disease wise sub-limit/hidden charges/broker/agent or any service charges on medical bills are allowed under the proposed policy. Any such conditions will not be entertained, and the bids of such bidders will be rejected straightway.</li><li>h) The Insurer shall have a minimum of ten (10) empanelled network hospitals within the municipal limits of Patna, all of which must provide cashless hospitalization facilities to the insured beneficiaries. Further, in cases where any cash deposit has been collected by the empanelled hospital from the insured individual at the time of admission, the same shall be refunded by the hospital to the concerned individual promptly upon approval of the claim by the Insurer, in accordance with the terms and conditions of the Policy.</li><li>i) Cashless Authorization: Approval shall be provided within <b>maximum 6 hours</b> of request from hospital.</li><li>j) Cashless Access Service: The insurer must ensure that all the members are provided with adequate facilities so that they do not have to pay any deposits at the commencement of the treatment or at the end of the period in the network hospital of the Insurer subject to the allowable limit. In other cases, all reimbursement of claim must be settled within 15 days of submission of final bill. A query against the submitted bill if any must be raised within a week by the TPA and no incremental queries are allowed after claiming submission.</li><li>k) 100% of admissible claim should be reimbursed irrespective of treatment taken in different zone within India.</li><li>l) The policy should cover all types of accident (both major &amp; Minor), including Frostbite, snake bite, attack from any kind of wildlife besides fatality. It should also cover total or partial disability.</li><li>m) If there is any reimbursement to the employees/beneficiaries of the scheme, the same should be</li></ul>
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		<p>paid directly to the employee (<b>insured member's bank account</b>) within 10 days on receipt of bills, the service provider shall be responsible for ensuring the smooth process. In case of failure in settlement of claims within the time frame, the penalty will be enforced as per Institute norms.</p> <p>n) Submission of claims should be allowed <b>up-to 45 days</b> from the date of discharge from the Hospital / Nursing Homes.</p> <p>o) In case of any unsatisfactory service, a suitable penalty as deemed fit to be decided by the competent authority of CNLU, Patna shall be levied after issuing one-month notice/ giving a chance to the service provider for rectification.</p> <p>p) The Insurer shall furnish periodic claims reports to Chanakya National Law University (CNLU), Patna, on a quarterly and annual basis, containing comprehensive details including but not limited to: (i) the number of claims lodged and settled; (ii) the total claim amount paid; (iii) details of claims rejected along with reasons for such rejection; and (iv) the status of outstanding/pending claims.</p> <p>q) The Insurer shall, at the end of each Policy period, submit a consolidated Annual Claim Expenditure Statement duly certified, providing a complete summary of all claims incurred, settled, rejected, and outstanding under the Policy.</p> <p>r) Escalation Matrix for Service, Support and Grievance Redressal: Bidder must provide 3 Level Escalation Matrix of Telephone Numbers, Mobile Nos, Official Email Ids for Service, Support and Grievance Redressal.</p> <p>s) The insurer shall ensure that all services, policy terms, and claim processes are strictly in compliance with (a) IRDAI regulations and guidelines (b) Applicable laws of India</p>
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## 4. GENERAL TERMS & CONDITIONS OF CONTRACT

### 4.1 Sum Insured

The Sum Insured applicable to each category of beneficiaries shall be strictly as specified in the *Scope of Work*. No sub-limits, caps, or unilateral modifications shall be imposed by the Insurer without prior written approval of CNLU, Patna.

### 4.2 Period of Coverage, Extension and Termination

(a) The Policy shall be valid for an initial period of one (01) year and may be renewed for a further period of one (01) year based on satisfactory performance, claims experience, and mutual agreement.

(b) Termination by CNLU: CNLU, Patna reserves the right to terminate the Contract by giving one (01) month's prior written notice in the event of:

i. Insolvency, bankruptcy, or liquidation of the Insurer

ii. Material breach of any terms and conditions of the Contract;

iii. Persistent deficiency in services, including delays in claim settlement or unjustified claim rejections;  
(non-compliance with applicable statutory or regulatory requirements.

(c) Termination by Insurer: The Insurer may terminate the Contract only upon providing at least three (03) months' prior written notice along with valid justification, subject to acceptance by CNLU, Patna.

(d) Refund of Premium: In all cases of termination, the premium for the unexpired portion of the Policy period shall be refunded on a pro-rata basis without any administrative or cancellation charges, subject to adjustment of claims paid or payable.

(e) The Insurer shall ensure continuity of coverage during the notice period, and CNLU reserves the right to transition to another insurer without disruption.

### 4.3 Beneficiary

The Group Health Insurance Policy shall be issued in the name of Chanakya National Law University (CNLU), Patna, covering its employees and eligible dependents. The Insurer shall not deny coverage to any enrolled beneficiary except in accordance with the approved Policy terms.

### 4.4 Award of Contract

(a) The Contract shall be awarded to the lowest evaluated responsive bidder (L1), subject to compliance with all Tender conditions.

(b) CNLU, Patna reserves the absolute right to accept or reject any bid, either wholly or partially, without assigning any reason whatsoever.

(c) Any incomplete, conditional, or non-responsive bid shall be rejected forthwith.

(d) The successful bidder shall be bound to execute the Contract strictly in accordance with the accepted rates, terms, and conditions.

### 4.5 Taxes and Duties

All applicable taxes and duties shall be quoted separately. Statutory deductions, including Tax Deducted at Source (TDS), shall be made as per applicable laws. No additional financial liability shall accrue to CNLU beyond the accepted bid value.

### 4.6 Service Level Agreement (SLA) & Performance Standards

(a) Claim Processing Timelines:

(i) Cashless authorization: within 2–4 hours of receipt of complete request;

(ii) Reimbursement claims: settlement within 15-days from submission of complete documents.

# Chanakya National Law University

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Website: <https://www.cnlu.ac.in>, E-mail: [registrar@cnlu.ac.in](mailto:registrar@cnlu.ac.in)

NIQ No. 20/2026-27

Date: 21.05.2026

(b) Penalty for Delay:

Any delay beyond the prescribed timelines, without valid and documented justification, shall attract a penalty of 1% of the claim amount per week of delay, subject to a maximum of 10%.

(c) Cashless Facility:

The Insurer shall ensure seamless cashless hospitalization at all network hospitals without insisting on upfront payment, except where expressly permitted under Policy terms.

(d) Support Services:

A dedicated relationship manager and 24×7 customer support/helpline shall be provided for CNLU beneficiaries.

#### 4.7 Indemnity and Liability

(a) The Insurer shall indemnify and hold harmless CNLU, Patna, its officers, employees, and beneficiaries from and against all losses, claims, damages, liabilities, or expenses arising out of:

- (i) Deficiency in service or wrongful denial/delay of claims;
- (ii) Breach of contractual obligations;
- (iii) Non-compliance with applicable laws, including IRDAI regulations.

(b) The Insurer shall bear sole responsibility for settlement of admissible claims and shall not transfer or shift liability to CNLU under any circumstances.

#### 4.8 Audit and Inspection Rights

CNLU, Patna or its authorized representatives shall have the right to audit, inspect, and verify records relating to claims, underwriting, and service delivery at any time during the Policy period. The Insurer shall provide full access and cooperation.

#### 4.9 Compliance with Laws

The Insurer shall comply with all applicable laws, regulations, and guidelines issued by IRDAI and other statutory authorities. Any violation shall constitute a material breach of Contract.

#### 4.10 Settlement of Disputes and Jurisdiction

(a) Disputes shall, in the first instance, be resolved amicably through mutual discussions.

(b) Failing such resolution, disputes shall be referred to arbitration under the Arbitration and Conciliation Act, 1996 (as amended).

(c) The sole Arbitrator shall be appointed by the Hon'ble Vice-Chancellor/Registrar, CNLU, Patna, and the decision shall be final and binding.

(d) The seat and venue of arbitration shall be Patna, Bihar, and proceedings shall be conducted in English.

(e) Subject to the above, courts at Patna shall have exclusive jurisdiction.

#### 4.11 Confidentiality and Data Protection

The Insurer shall maintain strict confidentiality of all personal and medical data of beneficiaries and shall not disclose such information without prior written consent of CNLU, except where required by law. Adequate safeguards shall be implemented to prevent data breaches.

#### 4.12 Execution of Agreement

The successful bidder shall execute a formal Agreement with CNLU, Patna within the prescribed time. Failure to do so may result in cancellation of award and forfeiture of EMD/Performance Security.

#### 4.13 Force Majeure

Neither party shall be liable for failure to perform obligations due to force majeure events. However, the Insurer shall ensure continuity of essential insurance services to the extent possible during such events.

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#### 4.14 Grievance Redressal Mechanism

The Insurer shall establish a robust grievance redressal mechanism. All complaints shall be acknowledged within 48 hours and resolved within seven (07) working days, failing which the matter may be escalated to higher authorities.

**REGISTRAR  
CNLU, PATNA**

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NIQ No. 20/2026-27

Date: 21.05.2026

## ANNEXURE – I

### BID PROPOSAL SHEET/FORWARDING LETTER

To,

The Registrar

Chanakya National Law University

Nyaya Nagar, Mithapur

Patna – 800001

**Subject:** Submission of Bid for Group Mediciam Policy for the Year 2026 for Regular and Contractual Employees and their Dependents.

**Dear Sir,**

We, the undersigned bidder, having carefully read and examined the Tender Document, including the Scope of Work and all other bidding conditions, hereby submit our proposal for providing Group Mediciam Insurance Services in accordance with the terms and conditions stipulated therein.

#### 1. Price and Validity

All prices quoted in our proposal are in conformity with the terms specified in the Tender Document. The quoted prices and all other terms and conditions of this proposal shall remain valid for a period of ninety (90) calendar days from the date of opening of the Financial Bid.

#### 2. Bid Pricing

We hereby confirm that the prices stated in our proposal are strictly in accordance with the Terms and Conditions of the Tender Document. We further acknowledge and accept that the number of beneficiaries (lives to be insured) indicated in the Tender may vary (increase or decrease) at the time of award of contract or during the Policy period, as per the requirements of CNLU, Patna.

#### 3. Qualifying Data and Compliance

We confirm that we meet all the eligibility and qualifying criteria as specified in the Tender Document and have enclosed the requisite documentary evidence in support thereof. We further undertake to furnish any additional information or documents, as may be required by CNLU, Patna during the evaluation of our bid, within the stipulated time.

#### 4. Checklist of Documents Submitted

- a) Certificate of registration with IRDAI or authorization under applicable Central Legislation to undertake insurance business: **Yes / No**
- b) Details of empanelled/network healthcare providers/hospitals in Patna: **Yes / No**
- c) List of clients evidencing experience in providing health insurance coverage for at least 200 families under a single scheme during any of the financial years 2022–23, 2023–24, or 2024–25: **Yes / No**
- d) Copies of Audited Annual Financial Statements for FY 2024–25: **Yes / No**
- e) Undertaking as per Clause No. 6 of the Technical Evaluation criteria: **Yes / No**
- f) Statutory Documents:

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- i. Self-attested copy of PAN: **Yes / No**
- ii. Self-attested copy of TAN: **Yes / No**
- iii. Self-attested copy of GST Registration: **Yes / No**

## 5. Declaration

We hereby declare that this proposal is submitted in good faith, without any collusion, fraud, or misrepresentation, and that the information furnished herein is true and correct to the best of our knowledge and belief. We understand that any false statement or misrepresentation may lead to disqualification of our bid and/or termination of the contract.

Thanking you,

Yours faithfully,

(Authorized Signatory)

Date:

Name:

Place:

Designation:

Business Address:

Seal

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## ANNEXURE - II

### FINANCIAL BID

Name of the Firm :

Address of the Firm :

### SCHEDULE OF RATE

Categories	Sum insured (Rs. In lakhs)	No. of Family Units	Premium (as per age slab) For Rs. 05 Lakhs	Premium (as per age slab) For Rs. 10 Lakhs
Premium for Regular and Contractual Employees	05.00/10.00	104		
Total premium for Regular and contractual employees				

Certified that no brokerage/ agency/ consultancy charges have been / will be paid against the above rates as this is a direct transaction with CNLU, Patna.

(Authorized Signatory of the firm)

(With Authorized Seal)

Place :

Date :

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## ANNEXURE – III

### CONTRACT AGREEMENT FORM

(On Non-Judicial Stamp Paper of Rs. 1000/- duly attested by the Notary Public)

AGREEMENT BETWEEN CNLU, PATNA AND M/s-----

This agreement made on this day \_\_\_\_\_ between the Chanakya National Law University (CNLU), Patna and having its office at Nyaya Nagar, Mithapur, Patna – 800001, Bihar (hereinafter referred to as the “CNLU, Patna”) and represented by the Registrar, CNLU, Patna, Patna of one part and -----of the other part.

Whereas the M/s \_\_\_\_\_ engaged in the business of insurance And Whereas the CNLU, Patna is desirous of availing the service of M/s \_\_\_\_\_ for Group Medical Policy in respect of Regular and Contractual employees and their dependents,

Now it is hereby agreed by and between the parties here to as follows.

M/s \_\_\_\_\_ shall provide Group Health Insurance as specified in scope of work of Tender Document which are part of this Agreement on terms and conditions hereafter mentioned.

#### 2. TERMS OF AGREEMENT

The agreement shall remain in force initially for one years on annual basis starting from 01.07.2026 to 30.06.2027 for CNLU, PATNA. It may be renewed for further period of one year on mutual consent. It shall be open to either of the party to terminate this agreement at any time by giving three months' notice to the other party, in writing except in the event of failure of the contractor to comply with the other terms and conditions in which event the agreement shall be terminated without giving any notice and the decision to the CNLU, Patna in this regard shall final and binding upon

M/s \_\_\_\_\_. Any additions / deletions of employees / dependent family members including parents during the Policy period, shall be added / deleted in the Policy at tender rate on pro – rata basis on intimation by CNLU, Patna.

#### 3. PAYMENT

Payment for the contract will be made on yearly basis subject to deduction of Applicable Taxes.

#### 4. TERMINATION OF AGREEMENT

The CNLU, Patna may terminate the agreement by giving a written one-month advance notice to the Service Provider, if:

The Service Provider becomes bankrupt or is otherwise declared insolvent.

The Service Provider being a University is wound up voluntarily or by the order of a court or a receiver, or manager is appointed on behalf of the debenture holders or circumstances occur entitling the court or debenture holders to appoint a receiver or a manager, provided that such termination will not prejudice or affect any right of action or remedy accrued or that might accrue thereafter to the Purchaser.

The quality of services rendered to CNLU, Patna gets degraded.

The Service Provider may request for termination of agreement by giving three-months Advance notice to CNLU, Patna.

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In either case, service provider may refund pro rata premium to CNLU, Patna.

## 5. REPRESENTATIONS AND WARRANTIES

The parties hereby present and warrant to each other that;

It has the power and authority to sign this agreement, perform and comply with its duties and obligation this agreement.

This agreement constitutes legal, valid and binding obligations enforceable against it in accordance with the terms hereof.

That the execution, delivery and performance of this agreement have been duly authorized by all requisite action and will not constitute avocation of any statute, judgment, order, decree or regulation of any court, government instrumentality or arbitral tribunal applicable or relating to itself, its assets or its functions or any other documents or the best of its knowledge any indenture, contract or agreement to which is a party or by which it may be bound.

There are no actions, suite or proceeding pending against it before any court governmental instrumentality or arbitral tribunal that restrain it from performing its duties and obligations under this agreement and

No representation or warranty made herein contain any untrue statement.

## 6. CONFIDENTIALITY

Parties undertake to treat this Agreement and each of terms as confidential. Neither party shall disclose to any third party the existence or the terms of this agreement without the prior written consent of the other parties. The obligations undertaken hereto shall not apply to any information obtained which is or becomes published or is otherwise generally available to the public other than in consequence of their or its employees and such obligations survive the termination of this Agreement.

## 7. SEVERABILITY

Any law restraining the validity and enforceability of any provision of this agreement shall not affect the validity or enforceability of the remaining provisions hereof and this Agreement shall be deemed as not containing the invalid provisions. The remaining provisions of this Agreement shall remain in full force and effect, unless the valid or unenforceable provision comprises an integral part of or otherwise is inseparable from the remaining Agreement. In such a case, the parties to this Agreement shall attempt to agree on a provision which is valid and enforceable and similar to the original provision.

## 8. DISPUTE RESOLUTION AND JURISDICTION

If any dispute difference of any kind whatsoever shall arise between the parties in connection with or arising out of this Agreement or out of the breach, termination or invalidity of the Agreement hereof, the parties shall resolve them by resort to the following in the order so mentioned. Parties shall attempt for a period of 30 days after receipt of notice by the other party of the existence of a dispute to settle such dispute in the first instance by mutual discussions between the parties.

If the dispute cannot be settled by mutual discussions within 30 days as provided herein, the dispute shall be referred to the sole arbitration of an arbitrator appointed by the Hon'ble Vice-Chancellor, CNLU, Patna. The party having a grievance shall serve a written notice by registered acknowledgement due post, on the other party intimating its intention of invoking the arbitration clause and shall simultaneously serve a notice in the similar mode on Vice-Chancellor, CNLU, Patna requesting him to appoint an arbitrator.

The arbitration proceedings shall be held in accordance with the provisions of Arbitration and conciliation Act, 1996 or any statutory modifications or re-enactment thereof venue of arbitration shall be Patna and both the parties to this agreement shall bear the cost of arbitration equally. Parties agree that neither party shall

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have a right to commence or maintain any suit or Legal proceeding concerning any dispute arising out of this Agreement or out of the breach, termination or in validity or the Agreement until the dispute has been determined in accordance with the arbitration procedure agreed herein. The parties further agree that the award shall be final and binding on the parties to this Agreement.

## 9. MATTERS NOT PROVIDED IN THE AGREEMENT

If any doubt arises as to the interpretation of the provisions of this Agreement or as to matters not provided therein, the parties to this Agreement shall consult with each other for each instance and resolve such doubts in good faith.

## 10. ASSIGNMENT/ AMENDMENT

M/s \_\_\_\_\_ shall have no right to assign its obligations under this Agreement without a written approval and permission from the CNLU, Patna to any other firm or University. Further no amendment or change hereof or addition hereto shall be effective or binding on either of the Parties hereto unless set forth in writing and executed by the respective duly authorized representatives of each of the parties hereto.

## 11. HEADINGS

The headings used in this Agreement are inserted for convenience reference only and shall not affect the interpretation of the respective clauses and paragraphs of this Agreement.

## 12. SURVIVAL OF RIGHT AND OBLIGATION

Termination of this Agreement for any cause shall not release the Parties from any liabilities which at the time of termination already accrued to such party of which thereafter may accrue of any act or omission prior such termination.

## 13. NO PARTNERSHIP

Nothing in this Agreement shall be deemed to constitute a partnership between the parties nor constitute any party an agent of any other party for any purpose.

## 14. Implementation of Insolvency and Bankruptcy code, 2016 (IBC)

It will be the responsibility of the bidder to inform CNLU, Patna within 15 days from the date of order of insolvency resolution process or liquidation or bankruptcy proceeding passed by the Adjudicating Authority.

If bidder refuses or fails to share the information regarding their status of insolvency resolution process or liquidation or bankruptcy proceeding in their bid or at any later stage, their offer is liable to be rejected by CNLU, Patna.

CNLU, Patna reserves the right to cancel/ terminate the contract without any liability on the part of CNLU, Patna immediately on the commencement of insolvency resolution process or liquidation or bankruptcy proceeding of any party under the contract.

CNLU, Patna reserves its right to evaluate and finalise the bid without considering the bid of any party undergoing insolvency resolution process or liquidation or bankruptcy proceeding under the code regardless of the state of tendering.

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## 15. THE AGREEMENT

This document signed by both parties shall constitute the entire binding agreement between ..... and the CNLU, Patna.

## 16. CLAIM SETTLEMENT PERIOD

Claims will be processed within 15 working days as per policy terms and conditions post receipt of documents at \_\_\_\_\_

17. As per the agreed service level agreement, the agency will provide the below mentioned documents in the following order:

Annexure-A- General Terms & condition of medi-claim policy in respect of contractual employees.

Annexure-B- Scope of work

Annexure-C- claim intimation form

Annexure-D- Day care procedure list

Annexure-E- Document check list

Annexure-F- Guidelines for cashless hospitalisation

Annexure-G- Reimbursement process

Annexure-H- Cashless process

Signed on behalf of CNLU, Patna

Name.....

Designation.....

Place:

Patna

Date:

Authorized Signatory

Signed on behalf of

M/s.....

Name.....

Designation.....

Date

Authorized Signatory

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## ANNEXURE - IV

### SELF-DECLARATION – NON-BLACKLISTING

(On Non-Judicial Stamp Paper of Rs. 100/- duly attested by the Notary Public)

To,

The Registrar,  
Chanakya National Law University  
Nyaya Nagar, Mithapur, Patna-800001

In response to the Tender Ref No..... I/We hereby declare that presently our University/Service provider \_\_\_\_\_ is having unblemished record and is not declared ineligible or blacklisted for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central Government/ PSU/Autonomous Body on the date of bid submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken and the tender if any, to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Name of the Bidder: -

Authorized Signatory: -

Seal of the Organization: -

Date:

Place:

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## ANNEXURE-V

DETAILS OF TEACHING EMPLOYEES							
Sl. NO.	Employee Code	DOB	Spouse DOB	Child-1 DOB	Child-2 DOB	Parent- 1 DOB	Parent- 2 DOB
1	CNLU/PTE/001	02-09-1966	11.01.1970	10.08.2003	NA	NA	NA
2	CNLU/PTE/002	06-11-1961	01.01.1965	NA	NA	NA	01.01.1945
3	CNLU/PTE/003	15-01-1963	01.12.1971	NA	17.06.2002	NA	NA
4	CNLU/PTE/004	16-02-1981	27.03.1989	13.02.2018	28.05.2024	25.06.1948	NA
5	CNLU/PTE/005	16-09-1985	14.09.1990	14.01.2019	NA	NA	19.09.1956
6	CNLU/CTE/006	15-06-1982	17.07.1985	02.10.2010	NA	1954	1962
7	CNLU/PTE/007	06-01-1975	10.06.1985	02.09.2007	NA	NA	NA
8	CNLU/PTE/008	01-07-1972	NA	NA	NA	01.10.1945	NA
9	CNLU/PTE/009	30-03-1980	15.08.1980	20.08.2012	05.06.2018	25.02.1948	15.03.1954
10	CNLU/PTE/010	15-08-1980	30.03.1980	20.08.2012	05.06.2018	20.01.1955	14.02.1960
11	CNLU/PTE/011	30-08-1980	03.01.1977	16.07.2014	25.01.2017	08.01.1945	24.12.1952
12	CNLU/PTE/012	31-12-1967	NA	NA	NA	NA	NA
13	CNLU/PTE/013	20-05-1973	NA	NA	NA	NA	NA
14	CNLU/PTE/014	29-06-1979	01.05.1984	15.04.2016	NA	NA	NA
15	CNLU/PTE/015	30-12-1979	05.06.1986	16.09.2019		12.01.1944	01.01.1945
16	CNLU/PTE/016	01-05-1982	25.02.1985	02.05.2016	NA	05.03.1959	05.01.1965
17	CNLU/PTE/017	18-09-1982	4.11.1992	24.12.2024	NA	15.11.1954	19.11.1959
18	CNLU/PTE/018	28-05-1988	28.04.1982	22.04.2015	12.05.2018	19.01.1958	18.04.1962
19	CNLU/PTE/019	27-10-1965	05.02.1970	NA	NA	NA	NA
20	CNLU/CTE/020	05-03-1987	31.03.1984	07.09.2019		02.02.1956	05.02.1960
21	CNLU/CTE/021	08-04-1988	15.03.1987	27.10.2020	NA	NA	04.01.1963
22	CNLU/PTE/022	01-02-1964	20.03.1971	20.06.2010	21.05.2004	NA	NA
23	CNLU/CTE/023	25-02-1990	NA	NA	NA	04.04.1957	
24	CNLU/PTE/024	15-10-1990	NA	NA	NA	NA	NA
25	CNLU/PTE/025	09-04-1993	01.10.1984	06.03.2023	08.10.2025		18.09.1972
26	CNLU/PTE/026	03-02-1988	01.02.1992	19.04.2023	NA	NA	01.01.1954
27	CNLU/PTE/027	02-02-1988	05.01.1992	07.11.2020	NA	02.02.1955	11.06.1958
28	CNLU/PTE/028	15-02-1978	09.11.1976	NA	NA	NA	NA
29	CNLU/PTE/029	15-05-1989	08.08.1991	05.10.2017		10.09.1953	14.02.1954
30	CNLU/CTE/030	07-07-1995	23.08.1993	NA	NA	01.01.1968	01.01.1968
31	CNLU/CTE/031	25-03-1997	NA	NA	NA	02.10.1960	20.11.1967
32	CNLU/CTE/032	18-12-1986	21.04.1992	NA	NA	NA	21.02.1962
33	CNLU/CTE/033	17-12-1996	NA	NA	NA	10.05.1956	12.07.1956
34	CNLU/CTE/034	30-11-1992	09.09.1988	NA	NA	16.06.1963	15.03.1972
35	CNLU/CTE/035	12-12-1997	NA	NA	NA	14.11.1971	23.08.1972
36	CNLU/CTE/036	15-01-1992	NA	NA	NA	01.01.1943	01.01.1953
37	CNLU/CTE/037	09-12-1992				08.12.1954	19.06.1965
38	CNLU/CTE/038	09-11-1994	30.09.1996	NA	NA	15.10.1960	28.05.1964
39	CNLU/CTE/039	11-09-1994	NA	NA	NA	07.10.1960	05.11.1962
40	CNLU/CTE/040	08-04-1999	NA	NA	NA	31.08.1966	19.12.1972
41	CNLU/CTE/041	27-10-1992	18.11.1987	22.06.2023	NA	NA	NA
42	CNLU/CTE/042	14-09-1990	16.09.1985	14.01.2019	NA	08.01.1953	31.08.1966

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Sl. NO.	Employee Code	Date of Birth	Spouse DOB	Child-1 DOB	Child-2 DOB	Parent-1 DOB	Parent-2 DOB
1	CNLU/PNT/001	22-12-1966					
2	CNLU/PNT/002	01-03-1979	05.01.1980	23.03.2013	14.03.2014	NA	01.12.1960
3	CNLU/PNT/003	21-01-1987	22.12.1982			01.05.1950	09.11.1956
4	CNLU/PNT/004	11-09-1975	25.01.1980	20.10.2005	21.11.2001	NA	01.01.1947
5	CNLU/PNT/005	14-08-1975	10.01.1984	18.09.2006	NA	NA	16.06.1958
6	CNLU/PNT/006	22-10-1989	NA	NA	NA	14.11.1966	01.01.1974
7	CNLU/PNT/007	10-11-1966	10.06.1970	NA	NA	NA	NA
8	CNLU/PNT/008	26-02-1988	14.02.1994	18.08.2018	13.06.2021	02.03.1957	01.01.1965
9	CNLU/PNT/009	15-01-1967	NA	NA	04.04.2004	NA	NA
10	CNLU/PNT/010	01-05-1976	05.02.1989	27.11.2023	NA	NA	NA
11	CNLU/PNT/011	28-02-1979	01.03.1978	04.06.2011		20.07.1951	01.01.1955
12	CNLU/PNT/012	20-01-1985	05.02.1988	25.07.2008	10.04.2011		10.01.1961
13	CNLU/PNT/013	03-02-1978	23.01.1987			15.02.1949	10.02.1958
14	CNLU/PNT/014	29-08-1988	NA	NA	NA	09.06.1953	
15	CNLU/PNT/015	15-03-1992	05.01.1993	06.09.2022	16.07.2024	01.01.1960	08.10.1960
16	CNLU/PNT/016	15-12-1978	26.07.1983	01.01.2005	08.07.2006		26.12.1959
17	CNLU/PNT/017	26-01-1982	07.09.1990	28.09.2007	NA	NA	22.10.1956
18	CNLU/PNT/018	01-01-1975	01.01.1990	28.07.2017	20.04.2019	01.01.1951	NA
19	CNLU/PNT/019	02-02-1986	05.02.1983	12.01.2013	11.04.2016	01.01.1952	01.01.1962
20	CNLU/PNT/020	30-01-1969	NA	NA	NA	NA	NA
21	CNLU/PNT/021	19-02-1979	02.05.1983	23.08.2015	01.07.2020	NA	21.05.1960
22	CNLU/PNT/022	19-11-1964	05.01.1962	NA	NA	NA	NA
23	CNLU/PNT/023	05-10-1986	05.10.1988	05.03.2011	28.10.2013	04.09.1954	01.01.1966
24	CNLU/PNT/024	25-01-1982	06.02.1998	20.06.2012	25.11.2016	NA	01.01.1977
25	CNLU/PNT/025	03.12.1983	15.03.1990	03.06.2012	19.11.2015	25.04.1952	NA
26	CNLU/PNT/026	12.04.1985	02.01.1992	08.09.2014	17.12.2018	05.02.1953	01.01.1967
27	CNLU/PNT/027	03.04.1987	27.11.1988	19.04.2014	11.05.2018	NA	31.03.1961
28	CNLU/PNT/028	03-09-1980	01.01.1975	01.01.2003	03.08.2001	NA	NA
29	CNLU/PNT/029	10-10-1987	10.12.1989	29.11.2013	07.01.2018	04.04.1958	
30	CNLU/PNT/030	04-10-1971	01.01.1987	15.11.2007	26.12.2006	01.05.1946	01.01.1950
31	CNLU/PNT/031	05-04-1980	NA	NA	22.09.2005	NA	NA

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NIQ No. 20/2026-27

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32	CNLU/PNT/032	10-09-1981	01.01.1983	28.09.2008	02.05.2011	01.01.1945	01.01.1955
33	CNLU/PNT/033	25-02-1987	10.01.1999	31.12.2023	NA	NA	01.06.1965
34	CNLU/PNT/034	04-08-1966	01.01.1962	NA	NA	NA	NA
35	CNLU/PNT/035	15-04-1987	12.01.1989	20.11.2014	NA	01.01.1939	01.01.1940
36	CNLU/PNT/036	15-12-1977	21.12.1984	15.08.2006	03.10.2007	01.01.1954	01.01.1946
37	CNLU/PNT/037	15-08-1981	05.05.1983	15.07.2002	13.06.2006	05.01.1953	01.02.1955
38	CNLU/PNT/038	04-06-1972	NA	NA	NA	NA	NA
39	CNLU/PNT/039	16-08-1987	17.04.1998	11.02.2021	13.09.2023	04.05.1953	01.01.1967
40	CNLU/PNT/040	01-01-1978	01.01.1975	12.05.2015	13.08.2010	21.04.1950	NA
41	CNLU/PNT/041	01-02-1982	06.07.1994	16.11.2017	11.10.2021	15.01.1953	17.03.1968
42	CNLU/PNT/042	11-02-1987	19.05.1992	23.08.2008	16.12.2015	17.07.1960	NA
43	CNLU/PNT/043	15-12-1974	10.02.1990	10.07.2008	06.02.2019	NA	NA
44	CNLU/PNT/044	12-01-1983	03.02.1981	25.12.2007	28.03.2011	01.01.1965	01.01.1966
45	CNLU/PNT/045	15-01-1996	05.02.1994	25.07.2016	27.02.2023	09.06.1974	22.10.1975
46	CNLU/PNT/046	15-08-1983	14.06.1987	15.08.2003	24.09.2007	01.01.1951	NA
47	CNLU/PNT/047	22-10-1987	01.01.1992	01.11.2016	12.02.2018	NA	01.01.1966
48	CNLU/CNT/048	25-11-1996	17.03.1997	NA	NA	02.02.1966	18.02.1970
49	CNLU/CNT/049	25-02-1995	16.08.1998	28.11.2023	NA	13.01.1961	30.04.1966
50	CNLU/CNT/050	07-03-1993	06.01.1995	09.02.2026	NA	13.01.1959	20.06.1967
51	CNLU/CNT/051	21-12-1994	09.06.1994	07.06.2022	NA	19.09.1968	25.02.1971
52	CNLU/CNT/052	02-03-1998	NA			01.01.1957	
53	CNLU/CNT/053	24-02-1991	22.03.1988	15.11.2022	NA	19.11.1961	25.05.1966
54	CNLU/CNT/054	19-12-1998	NA	NA	NA	08.01.1967	08.01.1978
55	CNLU/CNT/055	15-10-1972	01.07.1976	NA	01.04.2006	NA	NA
56	CNLU/CNT/056	02-01-1978	02.01.1969	02.08.2015	NA	01.01.1954	NA
57	CNLU/CNT/057	01.10.1976					
58	CNLU/CNT/058	16-07-1992	15.03.2002	13.05.2020	NA	29.10.1957	29.10.1961
59	CNLU/CNT/059	07-01-1982	12.03.1976	08.02.2002	24.02.2004	NA	NA
60	CNLU/CNT/060	04-02-1985	10.04.1987	09.09.2012	15.08.2013	NA	NA
61	CNLU/CNT/061	01-09-1981	05.02.1986	29.07.2010	NA	NA	NA
62	CNLU/CNT/062	10-05-1992	08.12.1991	15.03.2016	15.03.2022	01.01.1955	01.01.1960