

SERVICE MEMORANDUM

27-03-2022

NO:	ZAD/HRSM/22/04	BASIC DETAILS OF SERVICE MEMO	TASK PURCHASE/SERVICE MEMO
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Nature Service	Renewal of Group Medical Insurance Policy	Supplier name	: Daman Islamic Insurance Co. (Beema)
Department	HR & Admin	Total value of SM	: QAR 1,955,498/-
		Insurance period	: 29th March 2021 to 28th March 2022
		Service Memo	Date : 27-Mar-2021

Service Type	Renewal <input checked="" type="checkbox"/> or New Service <input type="checkbox"/>
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REASON/OBJECTIVE OF THIS PURCHASE
Renewal of Group Medical Insurance Policy. The medical insurance is provided to employees as per company policy.

RISKS/CONCERNS/NON COMPLIANCE OF SOP'S OF POLICY
QUOTED SERVICE PROVIDER DETAILS

S. No	Service Provider	Currency	Number of Members	Quoted Amount / per Member	Negotiated Amount / per Member	Quoted Amount in total / per Annum	Negotiated Amount in total / per Annum	Payment Terms/Remarks
1	Daman Islamic Insurance. Co (Beema)	QAR	Gold Plan 73 Silver Plan 266 Classic Plan 364	6,229/- 3,123/- 2,382/-	4,284/- 2,148/- 1,639/-	2,152,483/-	1,480,696/-	50% within 30 days from inception 25% within 60 days from inception 25% within 90 days from inception
2	Qatar Islamic Insurance Group. Co	QAR	Gold Plan 73 Silver Plan 266 Classic Plan 364	4,810/- 1,978/- 1,917/-	4,567/- 1,879/- 1,821/-	1,575,066/-	1,496,049/-	50% within 30 days from inception 25% within 60 days from inception 25% within 90 days from inception

Notes:
1. BEEMA is our existing service provider, and their services are satisfactory.
2. As compared to last year, BEEMA has quoted 24.28 % lower despite of extrapolated claims loss ratio of 137 % for the previous year. (Actual claim ratio as on 30th November 2021 is 90 %).
3. QIGM has quoted 23.5 % lower compared to expiring terms whereas SEIB has withdrawn from providing quotation.
4. QLM is the service provider with Beema, and its services are better than GLOBMED /Next care (QIG service provider).
5. The cover of benefits is same as that of last year.
6. The medical insurance is renewed for period from 29th March 2022 to 28th March 2023
7. The detailed comparison of benefits covered under the policy is provided in the attached sheet.
8. The medical insurance is provided to employees as per their eligibility as per company policy.
9. The policy has been placed through Marsh Qatar (Insurance broker) and the payment shall be made through Marsh Qatar.

RECOMMENDED SERVICE PROVIDER

S. No	Service Provider	Currency	Number of Members	Quoted Amount / per Member	Negotiated Amount / per Member	Quoted Amount in total / per Annum	Negotiated Amount in total / per Annum	Payment Terms/Remarks
1	Daman Islamic Insurance. Co (Beema)	QAR	Gold Plan 73 Silver Plan 266 Classic Plan 364	6,229/- 3,123/- 2,382/-	4,284/- 2,148/- 1,639/-	2,152,483/-	1,480,696/-	50% within 30 days from inception 25% within 60 days from inception 25% within 90 days from inception

BUDGET DETAILS

Particulars	Amount (QAR)
Budgeted value for the requested service/expense	
Budget utilized till last purchase	
Balance available for this purchase	
Proposed as per this service memorandum	
Surplus/(deficit)	

AUTHORIZATION / APPROVAL

Senior Executive	3/27/2022	Senior Manager - Human Resources & Admin - Corporate HR	3/27/2022	Senior Manager - Finance	3/28/2022	Chief Executive Officer	3/28/2022	Tarique Mohammad	3/28/2022	Board Member	3/28/2022
Senior Executive		Senior Manager - Finance		Senior Manager - Finance		Chief Executive Officer		Tarique Mohammad		Board Member	
Senior Executive		Senior Manager - Finance		Senior Manager - Finance		Chief Executive Officer		Tarique Mohammad		Board Member	

GROUP MEDICAL INSURANCE PREMIUM RATE COMPARISON
RENEWAL PERIOD 29 March 2022 TO 28 March-2023

Category	Last Year Head Count	Head Count	Expiring rate with BEEMA (QR)	BEEMA		QIC		Premium as per BEEMA (QR)	Previous Yr 2021-22 Premium	Increase/ (Decrease) due to rate hike	Increase due to head count	Mix Variance	Increase in total premium
				Quoted Rate (QR)	Negotiated Rate (QR)	Quoted Rate (QR)	Negotiated Rate (QR)						
Gold	72	73	5,794	6,229	4,284	4,810	4,570	312,732	417,168	(110,230)	13,477	(7,683)	(104,436)
Silver	274	266	2,905	3,123	2,148	1,978	1,879	571,368	795,970	(201,362)	25,714	(48,954)	(224,602)
Classic	335	364	2,216	2,382	1,639	1,917	1,821	596,596	742,360	(210,028)	23,982	40,282	(145,764)
Total	681	703						1,480,696	1,955,498	(521,620)	63,173	(16,355)	(474,802)
Special Discount								L2	L1	-26.67%	3.23%	-0.84%	-24.28%
Total Premium			1,955,498	2,152,483	1,480,696	1,575,066	1,496,313						

Difference with QICG premium

Increase/(Reduction) %

Increase / (reduction) compared to last year

Increase/(Reduction) %

(15,617) 15,617
-1.0% 1.1%
(474,802) (459,185)
-24.28% -23.5%

CLAIMS LOSS RATIO

CLAIMS @ 30.11.2021	1,717,529
Claim Amount (Extrapolated)	2,576,294
WRITTEN PREMIUM	1,955,498
CLAIM RATIO	132%

Recommendation :

Considering above mentioned premium and satisfactory services from Beema (QLM), we recommend to renew Zad group medical insurance policy with Beema for the period starting from 29th March 2022 till 28th March 2023.

Verified By

[Signature]
ZAD HR Sr Manager & ZAD HR Sr Manager

Proposed By

[Signature]
VP Finance

Approved By

[Signature]
Chief Executive Officer