



INOVA – AGRICULTURAL INNOVATIONS AN USAID/ MOZAMBIQUE ACTIVITY

EXPRESSION OF INTEREST (EOI)

(HEALTH INSURANCE FOR INOVA AND SPEED+ AND WORKMEN COMPENSATION FOR INOVA)

DAI is issuing this Expression of Interest (EOI) for Feed the Future Value Chain Inova and SPEED+ located at Av. Marginal 141, Complexo Radisson, Torres Rani, 2 Andar, Maputo-Moçambique. The work will include:

Health Insurance and Workmen Compensation.

This document presents the requirements that interested vendors must provide to be invited to submit in the next 20 days, their detailed proposal for INOVA and SPEED+ projects Health Insurance and for INOVA project Workmen Compensation. Pre-qualified vendors may be invited to respond to a solicitation (Request for Proposal).

Vendors must be licensed and legally organized businesses, organizations, or firms. Individual consultants will not be considered for this EOI.

The purpose of this Expression of Interest (EOI) is to pre-qualify specialized vendors who have experience providing services in the following specialized areas:

- Health Insurance Brokers;
- Workmen Compensation Broker

RESPONSE SUBMISSION DEADLINE AND COMMUNICATION PROTOCOL

The deadline for responding to this EOI is August 20, 2017 at 12:00PM. Responses received after the deadline will not be reviewed and will be discarded by DAI, subject to the discretion of the project's management. Responses may be emailed to FtFVC_Bids@dai.com or delivered in a sealed envelope to project Av. Marginal 141, Complexo Radisson, Torres Rani, 2nd floor, Maputo-Moçambique. Please address the subject of the email, or on the sealed envelope "Expression of Interest – Health Insurance for Inova and Speed+ Projects and workmen compensation for Inova Project.

DAI will only respond to written questions regarding this EOI through the email address: FtTVC_Procurement@dai.com and any questions must be submitted by August 16, 2017.

All information provided by vendors in response to this EOI will be treated confidentially. DAI will not use the information in any other context or setting and we will not reveal details to other parties.

SCOPE OF WORK

1- Procure reliable health insurance providers for DAI Mozambique Feed the Future-Inova and SPEED+ Projects' local staff and their dependents;

- 2- Procure workmen compensation insurance providers for DAI Mozambique Feed the Future – Inova local staff;
- 3- Provide critical information for management decision and organizing a tender document for health and workmen compensation provides including:
- Helpline
 - Languages capabilities
 - Administrative procedures
 - Claims process adjudication
 - Service level agreements
 - Contract analysis and recommendations
- 4- Mediate and manage the health and workmen compensation insurance policy between DAI, the health insurer and their service providers including:
- Creation of groups and subgroups
 - Creation of cost centers
 - Management of joiners and leavers
 - Presentation to employees
 - Following up on claims, medical evacuations and complicated medical cases
 - First point of escalation for claims
 - Relationship management support for employees and Human Resources of Feed the Future- Inova and SPEED
 - Renewal contract negotiations
 - Availability to travel to the Head Quarters of Feed the Future-Inova and SPEED when required

OBLIGATIONS

DAI will not reimburse respondents for the costs incurred with preparing a response, nor does issuance of this EOI obligate DAI to award a subcontract or purchase order. If a Vendor is found to have made false or misleading claims or statements, obtains confidential information, or receives improper assistance, DAI reserves the right to reject an EOI submitted by or on behalf of a vendor.

CLARIFICATION OF SUBMISSIONS

DAI may require a respondent to submit additional information in order to better judge a response.

FACTORS FOR CONSIDERATION

Responders are expected to write an explanation about how they can address each of these areas of interest by DAI, which will be used as a way to determine if Vendors shall be pre-qualified.

- Company's background
- Be a reputable broker in Mozambique and be subscribed within the ISSM (National Institute of Insurance Supervision)
- Be in the Mozambican market for at least 2 years' prior of the starting date of the health and workmen compensation insurance
- Have a proven track record in international health insurance experience with both clients and insurance companies (it is an advantage)
- Minimum number of live coverage currently in Mozambique –1000 (One Thousand). Reference from clients are required regarding the insured member lives.

- Have at least 3 references of clients (companies) currently with a running contract with health insurance registered with the ISSM

RESPONSE FORMAT

Vendors must complete their responses, in English, following the specifications outlined below. The response format consists of three sections

Section 1: Vendor Information

Section Number	Description
1.0	Cover Letter
1.1	Vendor Information: Company Name, Address and Phone Number, Form of Incorporation (corporation, partnership, NGO, etc.), Number in Years in Business, Number of Employees (full and part-time), Name of Managing Director, History of organization.

Section 2: Factors for Consideration

2.0	Responses to each of the factors for consideration stated above
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Section 3 Client Reference:

3.0	Include References, each reference <u>must</u> include the following: -Client Name, address, Point of Contact Name, Telephone number, email -Similar work performed and period of performance
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NOTIFICATION PROCESS

Upon receipt and review of proposals, DAI will notify successful vendors, if any, who have been selected for pre-qualification.