

JOHN HOPKINS CENTRE FOR COMMUNICATION CENTRE PROGRAM REQUEST FOR BIDS

**PURPOSE: HEALTH INSURANCE CONTRACT FOR JOHN HOPKINS PUBLIC
HEALTH IN NIGERIA INITIATIVE STAFF 2023.**

ISSUANCE DATE: SEPTEMBER 8TH 2023

DEADLINE FOR SUBMISSION: SEPTEMBER 20TH 2023 BY OR BEFORE 5PM

The Johns Hopkins University Centre for Communication Programs (JHUCCP) Portfolio has family planning and SBC (Social and Behavioral Communication) Projects in Nigeria. It is made up of two projects. The Challenge Initiative (TCI); and Breakthrough Action (BA). The portfolio seeks a positive shift in family planning social norms at the structural, service and community levels that drive increases in the use of modern family services in the 13 states where the projects are being implemented. The SBCs project works with the Federal and State Ministries of Health to build their capacity in social and behavioral change communication leadership and implement cutting-edge social and behavioral interventions to improve the health and well-being of Nigerians across a broad array of health issues, including Maternal, Neonatal, Child Health and Nutrition (MNCH + N), Family Planning, Malaria and Tuberculosis.

PURPOSE & SPECIFICATIONS

The John Hopkins Center for Communication Program (JHU-CCP) Portfolios of Project (TCI and BA-N) seeks the services of a registered Health Management Organization (HMO) in Nigeria to provide corporate Health Insurance Services for estimated staff strength of 217 with the possibility of future expansion.

Bids should include:

1. Premium terms per single enrolled and family (i.e. staff to include spouse and children/dependents).
2. Types of plans with a comprehensive list of services covered under each plan.
3. List of health care providers on the network of the HMO and types of health care plans.
4. Shortlisted vendors will be invited for a presentation of their proposals.

EVALUATION OF BIDS (Selection Criteria) & TIMELINE

Evaluation factors are:

1. Technical capabilities: Evaluation of relevant experience, and ability to provide.

2. Comprehensive health care plan for JHU-CCP staff across projects states and beyond.
3. Premium: Evaluation of fee proposal. Use the attached Excel cost template for costing.
4. Experience: Provide a list of clients with contact information
5. Network of reputable hospitals in various states and the FCT.

Eligibility of Bidders:

All bidders must show their eligibility to participate in this procurement by providing copies of the following documents.

1. Legal certificate of Incorporation in Nigeria.
2. Certificates with relevant health bodies in Nigeria
3. Tax identification Certification
4. Company profile of not more than 20 pages; with verifiable business address, valid email address(s) with active telephone numbers and name(s) of point of contract for the organization.

Submission of Bids: All bids must be on the company's official letterhead, duly signed and dated and emailed to batenders@ba-nigeria.org and ngtci-procurement@jh.edu by or before **5pm, Wednesday 20th September 2023**. Please ensure that bids capture all the requirements for selection. Any questions should be emailed to the procurement teams at batenders@ba-nigeria.org and ngtci-procurement@jh.edu. Any bids received without following the submission instructions will be disqualified. Only shortlisted vendors will be contacted for further discussions. Bids should be addressed to

The Procurement Team

Ref: Health Insurance Contract for John Hopkins Public Health in Nigeria Initiative Staff 2023

Payment Terms

Please state your payment terms while quoting. However, JHU's preferred term is full payment after receipt of services, when all invoices and certification of services have been received.

JHU is VAT-exempt, so please do not include VAT fees when quoting. Withholding Tax will be deducted and remitted to the Tax Authority in compliance with the laws of the land.

NOTE

JHU reserves the right to consider any quotations received before the end of the deadline. Any deviation from the specifications contained in the RFQ will lead to the vendor's.

DISQUALIFICATION

Issuance of this RFQ does not constitute an award commitment on the part of JHU or its funding agency. Applications are submitted at the applicant's risk, and all preparation and submission costs are at the applicant's expense. Applicants must provide all required information in their application or may be deemed non-responsive.

JHU reserves the right (but is not obligated to do so) to enter discussions with one or more applicants to obtain clarifications, additional details, or refinements in the application. Oral discussions may be conducted. JHU reserves the right to award either the entire scope of work to one applicant or a partial scope of work to more than one applicant.