**REQUEST FOR EXPRESSION OF INTEREST (EOI) FOR TENDER FOR INSURANCE SERVICES FY 2023 -2024.**

Procurement Reference No: Tender/MRC/23/0202.

The Medical Research Council Uganda Research Unit on AIDS was established in 1988 to improve the understanding and control of the HIV epidemic in Uganda and globally, following a request from the Uganda Government to the United Kingdom (UK) Government. On 1 February, 2018, the Unit formally joined the London School of Hygiene and Tropical Medicine (LSHTM) and became The Medical Research Council/ Uganda Virus Research Institute and London School of Hygiene and Tropical Medicine Uganda Research Unit (MUL). The Unit has its head office in Entebbe with two field stations in Masaka and Kyamulibwa (Kalungu district). In addition, there are field based projects operating in national hospitals including Entebbe, Kawempe, Adjumani, Jinja, Buliisa and Iganga among others.

MRC/UVRI and LSHTM contributes knowledge on the evolving epidemic, the evaluation of innovative health care options, treatment and prevention, and the development of health policy and practice in Africa and worldwide.

For further information, we encourage you to visit our Website: www.mrcuganda.org.

MRC/UVRI & LSHTM invites QY qualified firms to express interest in the provision of Insurance services for the period 2023 – 2024 as per the lots listed below:

|  |  |
| --- | --- |
| **Lot No:**  | **Category:**  |
| **1** | Provision of Group Personal Accident & Group Life Assurance |
| **2** | Provision of Medical insurance services |

Bidding documents are available at a non-refundable fee of **250,000** and can be obtained from MRC/UVRI & LSHTM head office located Plot 51 – 59 Nakiwogo, Entebbe, Uganda. These shall be obtained after physically presenting the Expression of Interest on company headed paper and receipt of payment which will be registered in the tender issuance register from **Friday August 11, 2023 to Friday August 18, 2023 not later than 3.00pm.**

**Participating Costs:**

All costs of participating in this tender, shall be borne by the Bidder and are payable to the account details below:

**ACCOUNT NAME: MEDICAL RESEARCH COUNCIL AIDS PROG**

**ACCOUNT NUMBER: 0341419700**

**BANK NAME: ABSA BANK LIMITED**

**BRANCH: KAMPALA ROAD**

**Bid Issuance dates and Time:**

**August 11 to August 18, 2023, from 9:00am – 3:00pm only during working days.**

**Bid Submission deadline: Friday August 24, 2023 by 3:00pm. Late submissions shall not be permitted**.

The properly completed bid documents (2 copies) and a flash disk with soft copies as a third copy. This shall provide clarification in case some documents are not clear or missing out in the printed completed bid documents. They are to be returned to the above office address sealed in plain envelope and addressed to:

“The Chief Operating Officer” MRC/UVRI &LSHTM.

Bid for Provision of; ……………………………………………………………………………………..

Procurement Reference no: Tender/MRC/23/0202. Lot. No… ………………………………………

Upon submission, bid documents MUST be registered and dropped in the tender box:

Separate bid documents shall be required for each lot tendered:

For further clarification, you may reach out to the procurement department by email: procurement@mrcuganda.org.

The email subject shall clearly be written as “Request for Clarification: MRC-Prequalification Tender/MRC/23/0202”.

All terms and conditions apply.

*Disclaimer: MRC/UVRI & LSHTM, Uganda Research Unit is under no obligation to award to the lowest, highest or any bidder at all and may cancel the whole/ part of the process when deemed fit without giving further justification. Bids shall not be issued or returned beyond the stipulated time.*

* EOI. -<https://www.lshtm.ac.uk/media/71926>
* COI - <https://www.lshtm.ac.uk/media/71931>