

FHI 360 REQUEST FOR PROPOSAL (RFP) FOR PROVISION OF COMPREHENSIVE HEALTH MANAGEMENT SERVICES

(A) BACKGROUND

Family Health International (FHI 360) is not-for profit human development organization dedicated to improving lives in lasting ways by advancing integrated, locally driven solutions. Our staff includes expert in health, education, nutrition, environmental, economic development, civil society, gender equality, youth , research and technology- creating a unique mix of capabilities to address today's interrelated development challenges

With funding from the United State Agency for International Development (USAID), FHI 360 is supporting the government of Nigeria (GON) to enhance sustained cross-sectional integration of HIV/AIDS services by building Nigeria capacity to deliver sustainable high quality, comprehensive, prevention, treatment, care and related services in various states within Nigeria.

The Nigeria Country Office is hereby seeking proposal for qualified and interested Health Maintenance Organizations (HMOs) for the provision and management of healthcare services to our employees as per the scope below.

SCOPE OF SERVICE REQUIRED

The HMO(s) will be expected to provide high quality and cost effective healthcare services to employees of FHI360 and partner. The selected organization (s) is expected to ensure easy access to healthcare services across Nigeria at all times. The services to be provided will include, but not limited to the following:

(a) Provision of comprehensive healthcare services to our staff 24hours 7 days of the week covering dental services, laboratory services, gynecological services, pediatric services and surgeries covered among others.

(b) Prompt emergency services and evacuation should the need arise

(c) High quality referral systems among health providers

(d) Provision of usage statistics to FHI360 and implementation partners on healthcare services such as wellness programs

The Proposal must be submitted in this format

- Detailed Company Profile with registered address, functional email, telephone numbers and point of contact for the organization

- Evidence of company registration with the Corporate Affairs Commission, including form CAC7 & CAC2
- Tax Clearance Certificate for 2015, 2016 and 2017
- Evidence of current accreditation by the National Health Insurance Scheme (NHIS)
- List of service providers under the scheme
- Variable list of current clients, including International Non-Government Organization
- Types of plans and coverage provided per category
- List of exclusions
- Proposed fee per plan/scheme
- Number of personnel and contact of regional offices
- Documentation of Support and Escalation procedures

SUBMISSION OF PROPOSALS

Bidders are requested to submit technical and financial bids in separate envelopes, clearly indicating **“Provision of Healthcare Maintenance Services”**. All fee must be in Naira (NGN) and signed by authorized representative of the bidding organization. Submission should be at the below address and **not later than 4:00pm Friday September 21, 2018** in a sealed envelope:

The Procurement Committee

Family Health International (FHI360),

Plot 1073 JS Tarka Street , Garki, Area 3, Abuja

Bidders must submit request for any clarification concerning this RFP via quotations.Nigeria@ng.fhi360.org not later than 5:30pm on **Thursday September 20, 2018**

Facsimile (Fax), e-mail documents or postmarked documents will not be accepted. Issuance of the RFP in no way constitutes a commitment by FHI360 to award a contract. FHI 360 reserves the right to vary any part of this RFP at the time of award of it becomes necessary.

FHI 360 is Value added Tax (VAT) exempted, but charges withholding Tax in compliance with relevant Nigerian Laws.