

**Ministry of Finance & Treasury**

**Terms of Reference**

**Expression of Interest for the National Health Insurance Scheme of the Maldives**

**May 2013**

**Subject: Expression of Interest for the National Health Insurance Scheme of the Maldives**

Ministry of Finance and Treasury on behalf of the National Social Protection Agency (NSPA) invites Expressions of Interest (Eol) from locally licensed Insurance Providers to provide third party operation service and authorized claim administration service of the national health insurance scheme of the Maldives.

# Scope and Objectives

To ensure that the management of the national health insurance scheme is in line with the National Health Insurance Act, Ministry of Finance and Treasury wishes to seek interested parties to manage the existing health insurance scheme in collaboration with the agency and to provide third party operations service for the scheme. The benefit package and the registration of service providers will be handled by NSPA as per guidelines provided. The National Health Insurance Scheme includes any or all of the services below to the extent the GoM may specify.

* In-patient services
* Out-patient services
* Accident and Emergency Treatments
* Prescription Medicine
* Diagnostic and Therapeutic Services
* Overseas treatments: for services which are not available in Maldives
* Emergency Evacuation: within Maldives
* Establish package rates for all primary, secondary and tertiary care services.

National Social Protection Agency (NSPA), represented by Ministry of Finance and Treasury, now invites sealed Expressions of Interest from eligible insurance providers. Submission of expression of interest is open to any local insurance providers and their affiliates who fulfill the eligibility requirements, briefly stated below

* Insurance service providers and their affiliates licensed to provide health insurance services in the Maldives
* Proven ability and experience in providing health insurance services in large scale operations.
* Existing capacity and IT infrastructure to handle large scale, claims administration, management information systems for monitoring and internal audit functions via the IT infrastructure.

# Procurement Process

Interested local parties are now invited to submit an Expression of Interest (EoI) that provides documentary evidence that demonstrates the following:

* Confirmation of the firm's interest to enter into collaborative arrangement with NSPA to provide third party operation service and to manage the system audit with the required IT infrastructure and provide claim administration service in the republic.
* Company Profile including
* Full name(s) of the partners in the syndicate participating in the procurement process.
* Main business, areas of specialization, and duration of business activities, etc.
* Management structure, organization chart
* Details of key shareholders and directors
* Main country/ies of establishment and operation and
* Copies of Business Registration and License to conduct Insurance Business in the Maldives.
* List of major shareholders of the bidding entity, and the parent entity of each of its major shareholders.
* Demonstration of sufficient experience and capacity to provide claim administration for all Maldivians, including
* Provision of experience administrative and medical staff
* List of key corporate clients, especially those in similar size and scope to the proposed scheme
* List of empanelled service providers in Maldives and abroad, and existing payment methods
* Declaration of any existing activities/investments undertaken/held by the Insurer or its shareholders.
* Demonstrate financial strength to successfully provide claim administration for the Universal Social Health Insurance Scheme by submitting:
* A signed statement by a duly authorized representative of the firm that the firm is in good financial order, is not bankrupt, is not having their affairs managed by a court, has not entered into an arrangement with its creditors, or has not suspended its business, or similar or related situations
* A Comfort letter or a reference letter from an international bank (with at least one branch in the Republic of Maldives, or any major international bank acceptable to the GoM) or by a Maldivian bank
* The Audited Financial Statements (Cashflow Statement, Profit and Loss Account and Balance Sheet) over the last five years (if Available)
* Interested parties may submit their EoI's independently or in consortium with other firms. If the EoI is from a consortium of firms, information on all firms making up the consortium must be provided, and it must be clearly indicated that the lead firm of the consortium is licensed to provide insurance services in the Maldives, and the nature of the consortium arrangement should be specified, including a consortium letter or agreement signed by all firms.

# Evaluation

The EOI will be evaluated and shortlisted based on the relevant experience and the financial strength of the Insurer by a designated Evaluation Team. Depending on the interest received from the EoI stage, the GoM reserves the right to either enter into direct negotiations or to issue a Request for Proposal.

# EoI Submission and Deadline

The EoI should be in English language and should be no longer than 5 pages, excluding supporting financial documents, information or brochures.

Submissions should be clearly marked either as "Expression of Interest — National Health Insurance Scheme" and be submitted electronically by email (PDF document) and/or in hard copy, before **l4:00 Maldives Time, 6th June 2013**, to the address below:

To the attention of: Minister of Finance & Treasury

AmeeneeMagu

Male’, Republic of Maldives.

Tel: (960) 3349106, Fax (960) 3320706

tender@finance.gov.mv

Website: www.finance.gov.mv

# Request for Clarifications on the EoI

Interested eligible parties may obtain further information from Tender Evaluation Section, Ministry of Finance and Treasury. Requests for clarifications on this EoI should be addressed in writing to:

Mr. Abbas Adil Riza

Minister of State,

Ameenee Magu

Male’, Republic of Maldives.

Tel: (960) 3349107, Fax (960) 3320706

tender@finance.gov.mv

# Disclaimer

This Request for EOI should not be construed as a commitment by GoM to contract with any particular proponent. Any cost, work or effort undertaken during the tendering process is a commercial judgment for the proponent and is at the proponent's own risk and expense. GoM will not be liable for any costs incurred by any of the proponents.

GoM reserves the right to change any aspect of this Request for EOI and/or issue supplementary documentation at any time during the tender process. GoM also reserves the right not to accept any EOIs and to terminate the tendering process without awarding a contract.