



# Expression Of Interest- Provision of Medical Insurance Brokerage and Administration Services

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**Document Release Date :** 11<sup>th</sup> June, 2021  
**Closing Date for Receipt of EOI:** 25<sup>th</sup> June 2021

## 1. Introduction

As an employer of choice, Safaricom believes it is at its best when its employees are at theirs. Safaricom therefore strives to provide an exceptional and meaningful working environment by removing barriers so that employees can focus on the things they love, both inside and outside of work. Towards this end and in fulfilment of our duty to care and in an effort to mitigate our business risks, Safaricom has made it a policy to have the following classes of insurance;

- Medical Insurance
- Group Life, Group Personal Accident, and WIBA
- General insurance – Local & Global programs

The above covers are managed and administered by different insurance brokers.

As a forward looking company, we are always on the look out for ways than can streamline the management and administration of our insurance policies and related supportive services in addition to optimizing value in the acquisition of underwriting Services for the different classes of insurance

## 2. Aims And Objectives

This Expression of Interest (EOI) is intended to lead to the identification of insurance brokers and administrators with sufficient capacity and experince to provide the following services in the best possible way and in a manner that enables Safaricom to meet its expectations;

- a. Medical Insurance Brokerage Services
- b. Medical Fund Adminitrsation and Management Services

Safaricom is therefore soliciting from interested companies an Expression of Interest clearly showing the following:

- a) **Legal and Licensing**
  - Current Tax Compliance Certificate from Kenya Revenue Authority (KRA)
  - Valid Registration or License from relevant authorities such as IRA,
  - Valid Insurance Brokerage Services License from relevant authorities such as IRA,
  - Valid Medical Insurance Provider License from relevant authorities such as IRA,
- b) **Experience**
  - Number of years the firm has in handling Medical Insurance,
  - List of corporate clients where brokerage services are being provided/have been provided, indicating the number of lives covered and book value. Share references
  - List of corporate clients where Self fund management services are being provided/have been provided. Share references.
- c) List of hospitals and providers, both in Kenya and outside Kenya, with which the company has credit facilities.
- d) List the panel of providers both in Kenya and outside Kenya.

### 3. Submission Of Responses

Interested suppliers should submit their response to this EOI in soft copy addressed to the attention of the Category Sourcing Manager. The EOI should be emailed to [cnyakio@safaricom.co.ke](mailto:cnyakio@safaricom.co.ke) and [TMuchiri@safaricom.co.ke](mailto:TMuchiri@safaricom.co.ke) and copied to [etoo@safaricom.co.ke](mailto:etoo@safaricom.co.ke) no later than **25<sup>th</sup> June 2021** at **5:00 PM** (Kenyan Time)

### 4. Next Steps

- Review of submitted Expressions of Interest
- Prequalification of shortlisted suppliers
- Issuing of tender to prequalified suppliers

#### **NOTE:**

- This is not a tender,
- Only the suppliers who provide the requested details will be considered for further discussions,
- No prices should be provided with this EOI,
- Safaricom reserves, at its sole discretion, the right to select or reject, either in totality or partially, any or all proposals made in the context of this EOI. Any such decisions made will be final and no correspondence will be engaged into, other than for the purpose of informing the bidders of the outcome of the process