



Invitation to Tender (ITT)

Provision of Staff Medical Insurance Cover

Tender Ref. No. PIT/CO/IPT/FY24-2

Plan International is an independent development and humanitarian organization that advances children's rights and equality for girls. Plan has over 80 years' experience and works in more than 75 countries across the world. Working together with children, young people, our supporters and partners, we strive for a just world, tackling the root causes of the challenges facing girls and all vulnerable children. Plan International Tanzania (PIT) operates in 8 regions with footprints within 16 regions since 1991, currently supporting 25,000 vulnerable children and their families to access health care, quality education, safe sanitation and water, productive livelihoods and protection of their wellbeing.

Plan International in Tanzania would wish to enter into an agreement for provision of staff medical insurance Cover. The proposed medical insurance scheme will be for an initial period of one-year effective 1st July 2024 – 30th June 2025 and renewable annually subject to satisfactory performance, that the contract shall not exceed 3 three years, thereafter the tender will be advertised again.

1. Tendering will be conducted through the Internationally Published Tender (IPTs)
2. Plan International Tanzania invites sealed bids from eligible suppliers for provision of staff medical insurance cover. Interested eligible tenderers must confirm their intention to tender indicating all relevant contact information including an email address to: **tenders@plan-international.org** Attn: Head of Procurement and Logistics. Tender documents in the English language will be sent to interested tenderers by email. Plan Tanzania will not be held responsible for any costs related to printing, postage or delivery of the tender documents.
3. Tenderers are requested to submit Technical and Financial Proposals with each enclosed in a separate envelope and marked "*Technical Proposal*" and "*Financial Proposal*" respectively. The two envelopes shall then be enclosed in a single envelope.
4. Tenderers are hereby requested to submit or send the tenders electronically to: **electronic.bids@plan-international.org** OR physically in a sealed envelope by hand to:

Plan International Tanzania
Country Office
Plot 96 Mikocheni Light Industrial Area, New Bagamoyo Road - Next to
TBC1&NECTA
P O Box 3517, Dar es Salaam, Tanzania, East Africa

5. The deadline for submission of the tenders is **5PM East Africa Time (EAT)**, on **Wednesday, 3rd April 2024**. The outer cover should be clearly marked "Tender No. PIT/CO/IPT/FY24-2 for Provision of Staff Medical Insurance Cover. Not to be opened before 5PM East Africa Time (EAT), on Wednesday, 3rd April 2024. Late bids will be rejected

Country Director
Plan International Tanzania