



Democratic Socialist Republic of Sri Lanka
State Ministry of Foreign Employment Promotion and Market Diversification

**Request for Proposals for Insurance Coverage of the Sri Lankans Employed in
the Middle Eastern Region**

Commencing from 2022/2024

(International Competitive Bidding – Two Envelop System)

Contract No: MFE/CATB/01-2021

The Chairman **Cabinet Appointed Procurement Committee**, Secretary, **State Ministry of Foreign Employment Promotion and Market Diversification** on behalf of the Sri Lanka Bureau of Foreign Employment (SLBFE) invites the registered Insurance companies under the regulatory Authority of Insurance of the country of destination for an insurance policy for Sri Lankans employed in the Middle Eastern Region for 2022/2024.

The insurance scheme will be implemented by the Sri Lanka Bureau of Foreign Employment (SLBFE) in terms of the policy of Government of Democratic Socialist Republic of Sri Lanka to ensure welfare and protection of Sri Lankans employed in Middle Eastern Region. The insurance scheme aims to provide comprehensive insurance coverage for approximately more than 200,000 employees who leave for employment in Middle Eastern Region annually with the registration of SLBFE under the regular circumstances.

Accordingly, it is expected to receive proposals from interested insurance companies who could provide minimum benefit coverage as stated in Section V of the RFP for Sri Lankans employed in the Middle Eastern Region. The per head premium can be quoted either for one or more countries or for the entire region as a flat rate which will be **paid by the employers** of Sri Lankans employed in Middle Eastern Region.

The prospective Sri Lankan employees should have valid insurance coverage from their employer covering the minimum benefits as specified in Section V as a prerequisite condition at the time of departure from Sri Lanka. The SLBFE and Sri Lankan Missions in the respective countries will be empowered to monitor the scheme.

Proposals from prospective bidders who operate in Middle Eastern Region will be invited through International Competitive Bidding (ICB) under Two Envelop procedure.

A complete set of RFP in English language may be purchased by interested eligible service providers (insurers) by submission of a written request, to the following Sri Lankan Missions between 09.00 a.m. and 3.00 p.m. on working days, from 30th December.2021 to 03rd February 2022 and upon a payment of a non-refundable fee of USD 100 for a set of RFP. The payment should be made in cash or a bank draft written in favor of Chairman, Sri Lanka Bureau of Foreign Employment with the following account details

Bank of Ceylon
Account No. 2305,
Offshore Banking Division,
Bank of Ceylon Mawatha,
Colombo 01.
Sri Lanka.
SWIFT Code - BCEYLKLX

Contact information of Sri Lankan Missions in Middle Eastern Region

Country	Telephone Number
Bahrain	00973-17008410/17660408
Jordan	00962-65820858/65820611/2
Kuwait	00965-25354627/25354614/25339140/42
Lebanon	00961-5769585/5766294/5766495/5769582
Oman	00968-24697841/2
Qatar	00974-44677647/77659965/44677627/44674847
Kingdom of Saudi Arabia (K.S.A.)	00966-114195267/118109303 (Riyadh) 00966-126064012/126065414 (Jeddah)
United Arab Emirates (U.A.E.)	009712-6316444/6332271 (Abu Dhabi) 00971-43986535/43984007 (Dubai)

A Pre-bid meeting will be held 13th January 2022 at 10.00 a.m. at State Ministry of Foreign Employment Promotions and Market Diversification via virtual platform. (Zoom)

Sealed Technical Proposal and sealed Financial Proposal in two separates envelopes, which contain all duly completed documents together with other documentary evidence should be delivered by Registered Post or courier service to reach the following address on or before 10th February 2022 at 15.00 hrs. in Sri Lankan time. Service providers are advised to mark **“Insurance Policy for Sri Lankan Employed in the Middle Eastern Region”**. **Bid No MFE/CATB/01-2021** on the top of left corner of the envelopes. Proposals submitted after the closing time will be rejected and returned, unopened.

The RFP will be evaluated using Two envelop procedure to select the substantial responsive bids. Technical Proposals will be opened immediately after the closing time. Technical and Financial Proposals will be opened after notification to all responded service providers in the presence of the service providers (insurers) or their authorized representatives.

All proposals must be accompanied by a Proposal Guarantee (Bid Security) valid up to, 08th July 2022 amounting to USD 5,000. Service providers (insurers) might be advised to extend the proposal guarantee period, if required.

Interested eligible service providers (insurers) may obtain further information from the website of the SLBFE. **Web site: www.slbfe.lk**

**The Chairman
Cabinet Appointed Procurement Committee
State Ministry of Foreign Employment Promotions and Market Diversification
N0.34, Narahenpita Road, Nawala
30-12-2021**