

**INVITATION FOR BIDS (IFB)
FOR THE SELECTION OF A SERVICE PROVIDER FOR THE PROVISION OF HEALTH
INSURANCE COVER (HOSPITALIZATION BENEFIT) FOR THE EMPLOYEES IN THE
PERMANENT CADRE OF THE BOARD OF INVESTMENT OF SRI LANKA
FOR THE YEAR 2024/2025**

CONTRACT NUMBER: BOI/S&S/Q/96/2023

1. The Chairman, Department Procurement Committee (DPC) on behalf of the Board of Investment of Sri Lanka (BOI) invites sealed proposals from the reputed Insurance companies who are registered with the Insurance Regulatory Commission of Sri Lanka (IRCSL) and operating in Sri Lanka for the provision of Health Insurance Cover (Hospitalization Benefit) for the employees and their dependents of the Board of Investment of Sri Lanka for a period of one (01) year commencing from **15 March 2024**.
2. Only the Head Office of the relevant insurance company is entitled to obtain the RFP Document and submit proposals. In any case, submitting the proposals through branch/es of the same company shall not be considered for the evaluation.
3. Insurance brokers are not entitled to obtain the RFP Document and submit proposals.
4. The intended service period is one year (extendable if required by the BOI).
5. Bidding will be conducted through National Competitive Bidding Procedure.
6. Eligible Bidders shall have previous experience in similar assignments worth Rs.50Mn or catered to client organizations of 500 employees or more at least in one organization during the last five (05) years.
7. Interested parties may obtain further information from Actg. Director (Human Resources), Board of Investment of Sri Lanka, Level 09, West Tower, World Trade Centre, Colombo 01 (Tel. nos: 011-2332204/ 0112427200, 0778555125 Fax No: 011-2448106, E-mail: geethar@boi.lk) and inspect the RFP Document from Procurement Unit, Administration Department, Board of Investment of Sri Lanka, Level 09, West Tower, World Trade Centre, Colombo 01 between 09:00 hours and 15:00 hours up to **02.11.2023**.
8. A Complete set of RFP Document may be purchased by the interested Bidders from the Procurement Unit at the above address on the submission of a written request issued by the head office of the insurance company on a business letterhead upon making a non-refundable cash payment of **Rs.20,000.00 (inc. SSCL) plus VAT** to the Shroff of the BOI, Level 08, West Tower, World Trade Center, Colombo 01 during working days between 09:00 hours and 15:00 hours until **02.11.2023**.
9. A Pre-proposal Meeting of this contract will be held at **10:00 hrs on 17.10.2023 at Level 08, BOI Auditorium, West Tower, WTC, Colombo 01**.

10. Sealed proposals addressed to **The Chairman, Department Procurement Committee II, C/o Director (Administration), Board of Investment of Sri Lanka, Level 09, West Tower, World Trade Centre, Echelon Square, Colombo 01** may be sent either by Registered Post or may be deposited in the Tender Box kept at the Procurement Unit, Board of Investment of Sri Lanka, Level 09, West Tower, World Trade Center, Echelon Square, Colombo 01 to be submitted on or before **14:00 hours on 03.11.2023**.
11. Late proposals will be returned unopened and Proposals will be opened immediately after the closing time.
12. Proposals shall be valid up to **02.02.2024**.
13. Sealed Proposals shall be accompanied by a Proposal Security of **Rs.992,000.00** and shall be valid up to **01.03.2024**.

Chairman

BOARD OF INVESTMENT OF SRI LANKA