



**Military Medical Insurance
(MMI)
P.O.Box 6219
Tel : 1535,
E-mail: info@mmi.gov.rw**

KIGALI-RWANDA

Invitation No: 02/MMI/ D/2021

09 September 2021

TITLE OF THE TENDER: HIRING A CONSULTANT TO CONDUCT ACTUARIAL VALUATION FOR MEDICAL SCHEME

TENDER NUMBER: 020/21-2022/MMI/S/NOCB/MMI BUDGET

1. The Military Medical Insurance-MMI (hereinafter called "Client") funded by MMI Budget towards the cost of conducting actuarial valuation of medical scheme. The Client intends to apply a portion of the funds to eligible payments under the contract for which this Request for Proposals is issued.
2. The Military Medical Insurance-MMI now solicits proposals to provide the following consulting services: actuarial valuation of Medical scheme. More details on the services are provided in the Terms of Reference.
3. Request for Proposal (RFP) may be obtained during working days from 10th September 2021 at MMI building located in MOD compound, Kimihurura, Kigali City; Tel: 0788301004; Office n0 08, E-mail: procurement@mmi.gov.rw upon presentation of proof payment of a non-refundable fee of Six Thousand five hundred Rwanda Francs (6,500 FRW) to MMI Account N° **1000009292** opened at National Bank of Rwanda (**BNR**).
4. Well printed bids, properly bound and presented in 04 copies one of which is the original must reach the office of procurement officer at the address mentioned above not later than **11th October 2021, 10:00 hrs am**, late bids will be rejected and returned unopened.
5. Bids will be opened in the presence of bidders or their representatives who choose to attend on **11th October 2021, 11:00hrs am** exact time, at MMI head office. The Outer envelope should clearly indicate the tender name and title.
6. All bids shall be accompanied by a Bid Security of 600,000 Frw
7. A Consultant will be selected under the procurement method of quality cost based selection (QCBS) and procedures described in this RFP, in accordance with the Law on Public Procurement as modified and completed to date.

Yours sincerely.

**Dr K KAYONDO
Lt Col
Director General**