

*Local Based
09/07/2020*

ABOUT DIACONIA MDI DEPOSIT TAKING INSTITUTE

Diaconia Microfinance Deposit-taking Institution Inc. (DMDI), a limited liability company. The institution being the first initiative in Africa of Alliance Microfinance AS (AMAS), Norway, is here to help small business succeed in their drive to create for themselves a middle-income status through the provision of microfinance services in urban and rural Liberia. The Institution will support micro, small and medium Enterprises (MSMEs) in sectors such as small skill manufacturers, home improvement/reconstruction, wholesale and retail traders. DMDI is based on the Christian diaconal principle of service to those in need.

Request for Quotation (RFQ) for Vault Insurance both of our branches (Carey Street and Red-light)

We are seeking experienced Insurance service providers to provide quotation/proposals for our vault at both branches Red-light and our Head office on Carey Street for the year 2020-2022. In your quotation/proposal we would like you to provide the following information.

- **Company profile**
- **Company business registration**
- **Completed Tax Clearance**
- **Recommendation of other areas worked with**
- **Detail information of cost of premium, sum insured**
- **Financial statement 2019**

TECHNICAL INFORMATION AS IT RELATES TO OUR OPERATION:

<u>DETAIL OF PREMIUM</u>	<u>SUM INSURED</u>	<u>PREMIUM</u>
➤ CASH IN TELLER CUSTODY	60,000.00	
➤ CASH IN TRANSIT	80,000.00	
➤ CASH IN VAULT	350,000.00	

Deadline and submission of Request for Quotations and other Documents begins from July 31- August 14, 2020

Please send hard copies seal up in an A4 envelope to the following address and soft copies to the following email address: procurement@diaconiamdi.com