



Request for Quote/Proposal (RFQ/RFP)

Commodity/Service Required:	Provision of Employees Private Medical Insurance
Type of Procurement:	Service Agreement
Type of Contract:	Not-To-Exceed (NTE) ceiling Price
Term of Contract:	12 (Twelve) Months. Renewable for additional months subject to satisfactory performance and/or availability of funding.
Contract Funding:	USAID Funding/72066921C00007
This Procurement supports:	Feed the Future Liberia Food Security, Nutrition & Resilience (FSNR), USAID TESTS & Any Future Award RTI obtained during the Period of Performance
Send an Email Requesting the Detail RFQ Document to:	pgony@tests.rti.org and fsnrprocurement@rti.org
Date of Issue of RFP:	Thursday, July 11, 2024
Date Questions from Suppliers Due:	Wednesday, July 17, 2024 @ COB
Dates Responses Due to Suppliers	Friday, July 19, 2024 @COB
Date Proposal Due:	Monday, July 29, 2024
Approximate Date Purchase Order Issued to Successful Bidder(s):	
Method of Submittal:	
Sealed hard copies, bound in an envelope clearly marked: “Provision of Employees Private Medical Insurance for RTI” . All sealed hard copies should be signed and stamped and addressed to the attention of The Selection Committee, Liberian Employees PMI and dropped off at the Feed the Future Liberia FSNR. Office, 2nd Floor, Prime Reality Building, Gibson Avenue, Mamba Point, 1000 Monrovia, 10 Liberia . Password-protected softcopies can also be submitted to pgony@tests.rti.org and fsnrprocurement@rti.org . All passwords must be submitted ONLY to wwahome@rti.org . The Bidder/Seller agrees to hold the prices in its offer firm for 90 days from the date specified for the receipt of offers, unless another time is specified in the addendum of the RFP/RFQ.	
Solicitation Number:	RTI Liberia Employees PMI-001-2024

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