



## TENDER FOR HEALTH MAINTENANCE ORGANISATION (HEALTH INSURANCE)

Ref: NG-MAG-HMO-NG-2024

<b>Activities</b>	<b>Date</b>
Withdrawal of the tender package	From 22 May 2024 to 30 May 2024 Working days only from 09:30 to 17:00 (Monday to Thursday)
Request for clarification ( <a href="mailto:procurement.nigeria@maginternational.org">procurement.nigeria@maginternational.org</a> )	Before 27 May 2024 at 5pm
Closing date for submitting offers	30/05/2024 from 08:30 to 12:00

Please note that:

This invitation to tender is open for NIGERIA based companies only;

- This invitation to tender cannot be considered as a promise of contract of any nature whatsoever;
- Any costs related to the preparation of the offer to be submitted are entirely the responsibility of the tenderers and will not give rise to any kind of reimbursement by MAG;
- MAG could, as far as possible, respond to this open call for tenders;
- This file must not undergo any distribution other than that necessary for its processing.
- All tenders will be worded in ENGLISH and NAIRA.

Abuja on 21.05.2024

for MAG Gathoni Nduati, Base Manager Nigeria

Signature

## INSTRUCTION TO TENDERERS

Mines Advisory Group (MAG) is an international non-governmental organization based in Manchester, UK. MAG's vision is a secure future for men, women and children affected by conflict and insecurity. MAG's mission is to save lives and build a better future by demining and clearing unexploded bombs, reducing risk and supporting improved weapons and ammunition management to create secure conditions in which development can flourish.

As part of its program in Nigeria MAG is calling for tenders in order to sign agreements with a company for the health maintenance of its staffs and their families.

MAG invites interested and legally registered providers in Nigeria who wish to apply in accordance with the conditions set out in the tender documents.

A prospective tenderer making inquiries of the tender document may notify MAG by email at MAG's address indicated in the Invitation to Tender. MAG will respond in writing to any request for clarification of the tender document which it receives not later than five (5) days prior to the deadline for the submission of the tenders prescribed by MAG. Written copies of the MAG's response (including an explanation of the query) but without identifying the source of inquiry will be sent to all candidates who have received the tender document

MAG shall reply to any clarifications sought by the tenderer within 3 days of receiving the request to enable the tenderer to make timely submission of its tender.

Interested bidders should request for the documents via email « [procurement.nigeria@maginternational.org](mailto:procurement.nigeria@maginternational.org)  
Submissions should be done physically at the MAG office in Abuja 4 Fez Street Wuse 2, Abuja FCT.

Note that **NO** submission is to be done electronically.

Make sure you read all the tender documents and fully understand the requirements.

Applications must be submitted to the places specified in the tender dossier no later than **30/05/2024 at 12pm**  
Any application received after this deadline will be automatically rejected.

MAG reserves the right to accept or refuse any offer, to cancel the pre-selection process and to refuse offers at any time, without having to respond to the bidders.

Please send your questions by email to the email address " [procurement.nigeria@maginternational.org](mailto:procurement.nigeria@maginternational.org) « no later than **27 May 2024 5pm** and please avoid phone calls or personal visits questions by phone or in person are not allowed.

**Completed tender Documents Must be spiral bound together into one document and enclosed in plain sealed envelopes marked with the tender number ONLY, must be placed by the tenderer at MAG office address specified above on or before **Thursday, 30th May 2024 – 12:00pm**.**