



INVITATION TO TENDER

MEDICAL AID ADMINISTRATION SERVICES

1. BACKGROUND

The Botswana Public Officers' Medical Aid Scheme (BPOMAS), registered in terms of the Societies Act No. 18:01 of 1972, was established through a Presidential Directive CAB 1/90 of 01 December 1990 with the specific intent to provide medical aid cover for public servants and their dependants. The Scheme extends cover to Cabinet Ministers, Members of Parliament, Members of the House of Chiefs and Parastatals.

2. REQUIREMENT

The Scheme invites proposals from experienced Medical Aid Administration Companies to bid for the role of Administrator of the Scheme (**TENDER BID NO: BPOMAS/02-2022/Administration Services**) for a three (3) year period commencing 01 April 2023, with an option to renew annually for two (2) more years.

3. TENDER FEES

3.1. The tender is issued at a non-refundable fee of **P2,500.00**

3.2. Prospective Bidders are to make payment at the below banking details;

Bank Name: **First National Bank Botswana**
Account Name: **BPOMAS**
Account Number: **62763419324**
Branch: **Corporate Branch**
Swift Code: **FIRNBWGX**

3.3. **Proof of payment** must be emailed to **tenders@bpomas.co.bw** and the subject of the email must be: **BPOMAS/02-2022/Administration Services**.

3.4. Payment should only be done through the bank as **cash shall not be accepted**.

4. TENDER BID DOCUMENTS

Tender Bid Documents, inclusive of detailed **Terms of Reference**, will be distributed to Prospective Bidders via email upon receipt of proof of payment. Any queries regarding the tender must be forwarded to the above email address.

5. TENDER SUBMISSION & CLOSING DATE

The tender shall be submitted electronically on or before **10:00am** on **02 May 2022**.

Number 1 Medical Aid Provider

+267 370 2907 +267 397 2402

Botswana Public Officers Medical Aid Scheme

bpomas_officialbw www.bpomas.co.bw

