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Planning

## **FCDO Healthcare Review - Pilot SA&C**

Foreign Commonwealth and Development Office

F01: Prior information notice

Prior information only

Notice identifier: 2023/S 000-004950

Procurement identifier (OCID): ocids-h6vhtk-03a6a3

Published 17 February 2023, 5:14pm

### **Section I: Contracting authority**

#### **I.1) Name and addresses**

Foreign Commonwealth and Development Office

King Charles Street

London

SW1A 2AH

#### **Email**

[simran.khurmy@fcdo.gov.uk](mailto:simran.khurmy@fcdo.gov.uk)

#### **Telephone**

+44 2070080932

#### **Country**

United Kingdom

#### **Region code**

UK - United Kingdom

**Internet address(es)**

Main address

<https://www.gov.uk/fcdo>

Buyer's address

<https://fcdo.bravosolution.co.uk>

**I.3) Communication**

Additional information can be obtained from the above-mentioned address

**I.4) Type of the contracting authority**

Ministry or any other national or federal authority

**I.5) Main activity**

General public services

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**Section II: Object**

**II.1) Scope of the procurement**

**II.1.1) Title**

FCDO Healthcare Review - Pilot SA&C

**II.1.2) Main CPV code**

- 66512200 - Health insurance services

**II.1.3) Type of contract**

Services

**II.1.4) Short description**

Dear Service Provider,

The Foreign, Commonwealth & Development Office (FCDO) is a global organisation of approximately 17,000 staff in 180+ locations around the world. This global presence means FCDO has a complex set of working arrangements, legal commitments and recruitment & retention considerations, including provision of healthcare to its locally employed staff, who are our staff employed by posts overseas on local employment contracts. Please note locally employed staff are not civil servants employed by the British Government.

We are exploring strategic options and ways to aggregate our individual requirements, where possible, to optimise value for money. FCDO are piloting this in the South American and Caribbean region, see Annex 1 for a breakdown of countries in this region FCDO currently source healthcare for its locally employed staff.

As part of our early market engagement, we are issuing this Prior Information Notice (PIN) to understand supply market capability and perspectives. The aim of the PIN is to help inform our commercial strategy and to gauge the interest and capability of suppliers in this market.

You are invited to complete Annex 2 (outlined in description of procurement), submitting your interest and availability in attending a market engagement session. These sessions will be 1:1 between your organisation and FCDO Corporate Services Commercial team to discuss your service offering in this sector from 7th-10th March 2023 at the British Embassy in Mexico City. FCDO would like to take this as an opportunity to meet face to face although virtual meetings are being offered where meeting in person is not feasible.

Your input at this market engagement will help inform our procurement strategy and sourcing options going forward.

Please be advised that by responding to this PIN you agree to the following conditions:

#### Obligations

The purpose of this PIN is to gain an initial broad understanding of market capabilities in respect of the healthcare services sought. The FCDO makes no obligations or undertakings in any way to:

Commence any procurement activity; or

accept any PIN information received from suppliers; or

any other commitment to suppliers whatsoever, including any intention to form a contract with any supplier for provision of this, or any other, future tender opportunity.

Costs of preparing the response

All costs relating to the preparation and submission of a response are the sole responsibility of the supplier. The FCDO shall not pay the supplier, wholly or in part, for its response to this PIN.

Suppliers to inform themselves

The FCDO has taken all reasonable care to ensure that the PIN is accurate; however the FCDO gives no representation or warranty as to the accuracy or sufficiency of the contained information.

We look forward to hearing from you at your earliest convenience, with Annex 2 completed. We would be grateful if responses could be provided by 10:00 UK time on 24th February 2023.

Yours faithfully

Simran Khurmy

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Commercial Lead – Corporate Services People Pillar

Commercial Directorate

Foreign, Commonwealth & Development Office

#### **II.1.6) Information about lots**

This contract is divided into lots: No

#### **II.2) Description**

##### **II.2.2) Additional CPV code(s)**

- 66512200 - Health insurance services

##### **II.2.3) Place of performance**

NUTS codes

- AI - Anguilla
- BB - Barbados

- BO - Bolivia
- BR - Brazil
- BS - The Bahamas
- BZ - Belize
- CL - Chile
- DO - Dominican Republic
- EC - Ecuador
- GT - Guatemala
- GY - Guyana
- JM - Jamaica
- LC - St Lucia
- MX - Mexico
- PA - Panama
- PE - Peru
- PY - Paraguay
- SV - El Salvador
- TT - Trinidad and Tobago
- VE - Venezuela
- VG - British Virgin Islands

#### **II.2.4) Description of the procurement**

##### **Annex 1 – Statement of Requirements**

##### **Overview**

The Foreign, Commonwealth & Development Office (FCDO) was formed in September 2020 following a merger of the Department for International Development and the Foreign & Commonwealth Office. The FCDO is a department of the UK Government responsible for promoting the interests of British Citizens, safeguarding the UK's security, defending UK values, reducing poverty and tackling global challenges in collaboration with

international partners. The FCDO also operates the UK government's Embassies, High Commissions and Consulate Generals across the globe.

FCDO policy is that locally employed staff should be covered for medical care in accordance with local law and local good employer practice. Whilst currently this is arranged locally mostly directly with insurance providers although there are some brokerage arrangements that exist in this region, we are exploring strategic options and ways to aggregate our individual requirements, where possible, to optimise value for money.

Please find below a list of posts in the South American and Caribbean region for which FCDO operate in and require provision of health insurance for its locally employed staff, this list is non-exhaustive. Due to data sensitivities, we are unable to detail specifics but the indicative total headcount in this region is circa. 500.

Posts:

Anguilla

Belmopan

Bolivia

Brazil

Bridgetown

Caracas

Ecuador

El Salvador

Georgetown

Guatemala

Kingston

Lima

Mexico

Nassau

Panama

Paraguay

Port of Spain

Santo Domingo

Santiago

St. Lucia

Tortola

## Annex 2 – INFORMATION TO BE PROVIDED

2.1 Company contact - Please provide details of a nominated Company contact with which questions relating to your response and any potential further queries can be addressed. Please include:

Name

Title/Position

Telephone

Email address

Postal address

2.2 Supplier details - please include:

- a) Supplier name (Trading and Registered) and registered address.
- b) Details of supplier operating locations.
- c) Relationships with any parent company (if applicable).
- d) Details of joint venture arrangements (if applicable).
- e) Details of when the supplier organisation was founded, including origins and historical development of the organisation.
- f) Total number of employees.

## 2.3 Information being sought

We are interested in understanding the capabilities of the insurance market in delivering a commercial strategy of this kind across multiple posts in the South American and Caribbean region.

Below are questions we have as an initial starting point for discussion at the supplier engagement sessions:

- a) Is aggregation in South America and the Caribbean possible in your view? If so, what form would this take? E.g., a single contract/multiple contracts?
- b) If aggregation was achievable what pricing model would your organisation propose to deliver this service? Any indicative costs your organisation could present to FCDO would help inform our developing commercial strategy.
- c) If you are able to attend one of our supplier engagement sessions on 7-10th March in Mexico, please give the names and emails of those you wish to attend. Please clarify whether this would be in person or virtually.
- d) Do you have any immediate questions about the requirement that you would like us to address during the engagement sessions?

We appreciate your time in reviewing and responding to this PIN and look forward to meeting you in March.

With this in mind, we would be very grateful if you could reply to this PIN by email to Simran Khurmy ([simran.khurmy@fcdo.gov.uk](mailto:simran.khurmy@fcdo.gov.uk)) by 10:00 UK time on 24th February 2023.

## II.3) Estimated date of publication of contract notice

31 October 2023

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## Section IV. Procedure

### IV.1) Description

#### IV.1.8) Information about the Government Procurement Agreement (GPA)

The procurement is covered by the Government Procurement Agreement: Yes