

This is a published notice on the Find a Tender service: <https://www.find-tender.service.gov.uk/Notice/038194-2025>

Tender

Group Medical Insurance, Group Accidental Insurance and Group Critical Insurance for Country Based Staff (CBS) of British Embassy (BE) And British Council (BC), Kathmandu

Foreign, Commonwealth and Development Office

UK4: Tender notice - Procurement Act 2023 - [view information about notice types](#)

Notice identifier: 2025/S 000-038194

Procurement identifier (OCID): ocds-h6vhtk-055b05 ([view related notices](#))

Published 8 July 2025, 11:56am

Scope

Reference

CPG-12361-2025

Description

The British Embassy in Kathmandu intends to undertake a Competitive Tender process to identify a competent Insurance Company to provide Health Insurance cover for Medical Treatment expenses (IPD and OPD), Accidental Insurance and Critical insurance for Country Based Staff (CBS) and their immediate family members.

FCDO (represented by the British Embassy) in Nepal intends set up Contract for Group Medical Insurance, Group Accidental Insurance and Group Critical Insurance for Country Based Staff (CBS) of British Embassy (BE) and British Council (BC), Kathmandu with a maximum tenure of Three (3) years.

FCDO in Nepal intends to empanel service provider in the following Three Lots (listed below) under an Open Tender. This competition is for the award of contract to one service provider each lot.

1. Lot 1 - Medical Insurance
2. Lot 2 - Accidental Insurance
3. Lot 3 - Critical Insurance

The contract shall be valid initially for a period of 1 year starting from 1st November 2025, with a provision for an extension of 2 more years, subject to satisfactory performance by the selected service provider and continued business requirement at the FCDO.

Total value (estimated)

- £314,450 excluding VAT
- £314,450 including VAT

Above the relevant threshold

Contract dates (estimated)

- 1 November 2025 to 31 October 2026
- Possible extension to 31 October 2028
- 3 years

Description of possible extension:

The contract shall be valid initially for a period of 1 year starting from 1st November 2025, with a provision for an extension of 2 more years, subject to satisfactory performance by the selected service provider and continued business requirement at the FCDO.

Main procurement category

Services

CPV classifications

- 66512220 - Medical insurance services

Contract locations

- NP - Nepal
-

Lot 1. General Medical Insurance

Description

Group Medical Insurance for Country Based Staff of British Kathmandu (BEK) and British Council, Kathmandu (BC)

Lot value (estimated)

- £245,271 excluding VAT
- £245,271 including VAT

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Lot 2. Group Accidental Insurance

Description

Group Accidental Insurance for Country Based Staff of British Kathmandu (BEK) and British Council, Kathmandu (BC)

Lot value (estimated)

- £62,890 excluding VAT
- £62,890 including VAT

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Lot 3. Group Critical Insurance

Description

Group Critical Insurance for Country Based Staff of British Kathmandu (BEK) and British Council, Kathmandu (BC)

Lot value (estimated)

- £6,289 excluding VAT
- £6,289 including VAT

Same for all lots

CPV classifications, contract locations and contract dates are shown in the Scope section, because they are the same for all lots.

Participation

Legal and financial capacity conditions of participation

Lot 1. General Medical Insurance

Lot 2. Group Accidental Insurance

Lot 3. Group Critical Insurance

Ability to operate in Nepal

Technical ability conditions of participation

Lot 1. General Medical Insurance

Lot 2. Group Accidental Insurance

Lot 3. Group Critical Insurance

Ability to operate in Nepal

Particular suitability

Lot 1. General Medical Insurance

Lot 2. Group Accidental Insurance

Lot 3. Group Critical Insurance

- Small and medium-sized enterprises (SME)
- Voluntary, community and social enterprises (VCSE)

Submission

Enquiry deadline

21 July 2025, 5:00pm

Tender submission deadline

7 August 2025, 5:00pm

Submission address and any special instructions

Your tender must be submitted via the FCDO's e-sourcing portal (<https://fcdo.bravosolution.co.uk/web/login.html>) in accordance with the attached ITT Instructions. Tenders submitted by any other means will not be accepted. Please also note the requirement to register and submit commonly used information on the Central Digital Platform as described in the instructions for completing the invitation to tender. Important information for all Potential Suppliers: In order to participate and gain access to the Invitation ToR Tender documentation in relation to this procurement, potential suppliers should access the FCDO's e-sourcing portal (link provided above). Once logged in, search for Project Reference No. 12361. If a potential supplier is not registered on the portal, click the 'Click here to register!' button, and follow the on-screen instructions to complete registration. Please note the portal operates a Two-Factor Authentication (2FA) login process and unregistered suppliers should read the guidance document available on the portal home page. Registration take approximately 5 minutes and is free of charge.

Tenders may be submitted electronically

Yes

Languages that may be used for submission

English

Award decision date (estimated)

2 October 2025

Recurring procurement

Publication date of next tender notice (estimated): 1 June 2028

Award criteria

| Name | Description | Type | Weighting |
|----------------------|---|-------------|------------------|
| Technical Weightage | Technical Weightage of Quality this lot is allotted 60% to technical and 40% to commercial | | 60% |
| Commercial Weightage | Technical Weightage of Price this lot is allotted 60% to technical and 40% to commercial | | 40% |

Other information

Payment terms

The total premium amount payable to the selected Insurance Agency will be paid in advance before starting of the medical policy after signing off the contract.

Applicable trade agreements

- Government Procurement Agreement (GPA)

Conflicts assessment prepared/revised

Yes

Procedure

Procedure type

Open procedure

Contracting authority

Foreign, Commonwealth and Development Office

- Public Procurement Organisation Number: PXRR-8771-PHVX

King Charles Street

London

SW1A 2AH

United Kingdom

Contact name: Sachin Khedekar

Email: sachin.khedekar@fcdo.gov.uk

Website:

<https://www.gov.uk/government/organisations/foreign-commonwealth-development-office>

Region: UKI32 - Westminster

Organisation type: Public authority - central government