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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

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
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## **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.

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## **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.

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## **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.

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## **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)

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## **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

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**Award criteria**

<b>Name</b>	<b>Description</b>	<b>Type</b>	<b>Weighting</b>
Technical Weightage	Technical Weightage of this lot is allotted 60% to technical and 40% to commercial	Quality	60%
Commercial Weightage	Technical Weightage of this lot is allotted 60% to technical and 40% to commercial	Price	40%

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**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

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## **Procedure**

### **Procedure type**

Open procedure

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## **Contracting authority**

### **Foreign, Commonwealth and Development Office**

- Public Procurement Organisation Number: PXRR-8771-PHVX

King Charles Street

London



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United Kingdom

Contact name: Sachin Khedekar

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Website:

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

Region: UKI32 - Westminster

Organisation type: Public authority - central government