

## ANNOUNCEMENT FORM OF A PUBLIC TENDER

**Project:** Appointing a Medical insurance provider to cover VQ employees and their eligible dependents for an initial period of two year

**Tender No:** VQ-HRA-PT-202504-011

**Tender Title:** RFP – Visit Qatar – HR & Admin Department – Appointing a Medical insurance provider to cover VQ employees and their eligible dependents for an initial period of two year, with the an option to renew for another year

<b>1</b>	<b>Project's brief:</b>	<b>Visit Qatar</b> is seeking to appoint a provider for the medical insurance coverage for the period 2025–2027, with the possibility of renewal for an additional year (2027–2028), to cover VQ staff and their eligible dependents.	
<b>2</b>	<b>Bid Validity Period</b>	All Tenders will remain valid and open for acceptance for a minimum period of <b>Ninety (90) days</b> from the Deadline and unless extended on mutual agreement between the Principal and the Tenderer in writing.	
<b>3</b>	<b>Tender Documents Available:</b>	Interested companies may obtain the relevant tender documents from the Visit Qatar Tenders and Auctions Committee by contacting <a href="mailto:VQTC@visitqatar.qa">VQTC@visitqatar.qa</a> , upon fulfilment of the following requirements: <ul style="list-style-type: none"> <li>- Submission of a duly signed Non-Disclosure Agreement (NDA), which can be obtained from Visit Qatar Tenders and Auctions Committee.</li> <li>- Submission of proof of electronic transfer of the tender fees to Visit Qatar's bank account (details provided below).</li> </ul> <p style="margin-left: 20px;"><b><u>Visit Qatar Bank Account Details:</u></b>  Account name: Visit Qatar  Account No.: 0013-197180-001  IBAN: QA84QNBA000000000013197180001  Currency: QAR</p>	
<b>4</b>	<b>Tender timeline:</b>	<b>Tender Issuance date</b>	Wednesday, 30 <sup>th</sup> of April 2025
		<b>Queries and Clarifications Period</b>	No later than Wednesday 14 <sup>th</sup> of May, 2025
		<b>Tender Closing</b>	Wednesday, 21 <sup>st</sup> of May 2025 before 01:00 PM
<b>5</b>	<b>Securities (Fees &amp; Bonds)</b>	<b>Tender Fee</b>	QAR 1,500
		<b>Tender Bond, and its validity</b>	QAR 284,922.6
		<b>Performance bond, and its validity</b>	10% of the annual insurance premium
<b>6</b>	<b>Bid's submission Methodology</b>	Technical Proposal Submission: <a href="mailto:VQTECH@visitqatar.qa">VQTECH@visitqatar.qa</a> Commercial Proposal Submission: <a href="mailto:VQ.COM@visitqatar.qa">VQ.COM@visitqatar.qa</a> Tender Bond Physical Document: to be communicated with <a href="mailto:VQTC@visitqatar.qa">VQTC@visitqatar.qa</a> on the time of delivery	
<b>7</b>	<b>Tender Submission Method</b>	Technical Proposal Submission: <a href="mailto:VQTECH@visitqatar.qa">VQTECH@visitqatar.qa</a> Commercial Proposal Submission: <a href="mailto:VQ.COM@visitqatar.qa">VQ.COM@visitqatar.qa</a> Tender Bond Physical Document: to be communicated with <a href="mailto:VQTC@visitqatar.qa">VQTC@visitqatar.qa</a> on the time of delivery	
<b>8</b>	<b>Condition:</b>	Visit Qatar reserves the right, during the contract period and with the approval of the Tenders and Auctions Committee, to adjust the quantities of items, contracting works, services, or the project scope, either by increase or decrease, in accordance with the provisions of Visit Qatar's Tenders and Auctions Charter.	

