



Kenya Medical Association

NATIONAL EXECUTIVE

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Expression of Interest - Professional Indemnity Brokerage

Document Release Date:

21st October 2020

**Last Date for Receipt of Proposals:
(Time)**

**2nd November 2020 on or before 5:00 PM (Kenyan
Time)**

1. INTRODUCTION

Kenya Medical Association is a Professional Association of doctors and dentists and is mandated by its members to promote the quality practice of medicine in Kenya. KMA holds a strategic position in health sector policy by being in membership of national decision-making boards for the practice of medicine and the protection of patients in Kenya. KMA is using its national professional reach as the only sector player where professionals can bring their input for personnel matters.

This document constitutes the formal Request for Expressions of Interest (EOI) for Provision of Professional Indemnity for Kenya Medical Association.

2. AIMS AND OBJECTIVES

This Expression of Interest (EOI) document is intended to lead to the identification of potential insurance brokers who can demonstrate having sufficient capacity and experience to provide Professional Indemnity Brokerage Services in the best way possible and in a manner that enables Professional Indemnity to meet its expectations.

Kenya Medical Association is therefore soliciting from interested companies an Expression of Interest (EOI) clearly demonstrating the following:

- Valid Registration or License from relevant authorities such as IRA,
- Number of years the firm has in handling Professional Indemnity, General, Life and Medical Insurance,
- Current list of clients where similar services are being provided or have been provided, and
- Current Tax Compliance Certificate from Kenya Revenue Authority (KRA)

3. SCOPE OF SERVICES

The scope of this requirement is to provide insurance brokerage services to Kenya Medical Association. Some of the key services will include:

- Professional Indemnity placement – Selection of insurance underwriters for specified risk covers through competitive quotations,
- Valuations – To facilitate the valuation of all Professional Indemnity claims,
- Insurance policy review – Review of Professional Indemnity policies in place to ensure adequacy of cover, analysis of any change in Professional Indemnity insurance needs and changes in the insurance market,
- Claims handling – Facilitating loss indemnity according to agreed SLA's,
- Loss analysis and control – Analysis of Professional Indemnity claims experience and review of measures in place to reduce the frequency and/or severity of losses,
- Actuarial services – Periodic evaluation of the our Professional Indemnity schemes to determine adequacy of the limits,
- Risk transfer consulting – Advice on Professional Indemnity and alternative risk transfer options where this is more cost effective,
- Risk management services – Examination of risk exposures in Professional Indemnity operations including practice continuity plans and any control methods applied to confirm adequacy and/or plan for transfer,
- General advisory services – Timely advice on trends in the industry, changes in relevant laws and the likely impact,

Onsite administration of the portfolio – Broker members of Kenya Medical to provide assistance as per mutual agreement, and Any other value add insight not captured above

4. SUBMISSION OF RESPONSES

Interested suppliers should submit their response to this EOI to nec@kma.co.ke and copied to executiveofficer@kma.co.ke **no later than 2nd November 2020 at 5:00 PM.**

5. NEXT STEPS

Review of submitted Expressions of Interest,
Prequalification of shortlisted suppliers, and
Issuing of tender to prequalified suppliers

NOTE:

No prices should be provided with this Expression of Interest (EOI),

Only the suppliers who meet our minimum requirements will be considered for further discussions, Kenya Medical Association reserves, at its sole discretion, the right to select or reject, either in totality or partially, any

Or all proposals made in the context of this EOI. Any such decisions made will be final and no correspondence will be engaged into, other than for the purpose of informing the bidders of the outcome of the process, and

Kenya Medical Association and its authorized representatives are hereby authorized to conduct any inquiries or investigations to verify the documents and information submitted in connection with this EOI