INVITATION TO TENDER

PROCURING ENTITY: NATIONAL BIOSAFETY AUTHORITY

CONTRACT NAME AND DESCRIPTION: PROVISION OF MEDICAL INSURANCE COVER FOR STAFF AND BOARD MEMBERS - UNDERWRITERS ONLY TENDER NUMBER: NBA/753/0001/2026-27

1. The **National Biosafety Authority** invites sealed tenders for Provision of Medical Insurance Cover for Staff and Board Members
2. Tendering will be conducted under open competitive method (Open National Tender using a standardized tender document. Tendering is open to all qualified Tenderers.
3. Tender is open to Medical Insurance Underwriters Only.
4. Qualified and interested tenderers may obtain the tender document electronically from the Website **https://egpkenya.go.ke**.
5. Qualified and interested tenderers may may view and download the tender documents for free from the website **https://egpkenya.go.ke**. All enquiries and clarification for should be sent via the website https://egpkenya.go.ke and completed tender should be submitted electronically via the same website.
6. All Tenders must be accompanied by a Tender Security of **Kshs.326,000** (**Three Hundred and Twenty Six Thousand**) only in the form of Cash, a bank guarantee, and a guarantee from a reputable bank regulated by CBK or an Insurance firm approved by the Public Procurement Regulatory Authority (www.ppra.go.ke) valid for a period of **150 business working days** from the date of tender submission.
7. Completed tenders must be submitted on or before **Tuesday, 15/09/2026 AT 11:00 AM. Only Electronic Tenders** will be permitted. Hard Copies **SHALL NOT** be permitted.
8. Tenders will be opened immediately after the deadline date and time specified above or any deadline date and time specified later. Tenders will be publicly opened in the presence of the Tenderers' designated representatives and who choose to attend.
9. Late tenders will be rejected.
10. The Tender shall remain valid for a period of 120 business working days.
11. National Biosafety Authority reserves the right to accept or reject any tender, and to annul the Tendering process and reject all Tenders at any time prior to contract award, without thereby incurring any liability to Tenderers.

CEO
National Biosafety Authority
1st September, 2026