



Date: 27th-Sept'2018

Subj: Request for Proposals for the provision of comprehensive Insurance cover of Office Vehicles.

Dear Sir/ Madam,

Eye Media invites qualified insurance firm to provide proposals for comprehensive Motor vehicle insurance services. The purpose of the proposal is to select an insurance firm with experience in providing all required motor fleet needs for Eye Media.

Eye Media is a South Sudanese non-profit media organization incorporated in 2012 managing the Eye Radio 98.6 FM station in Juba. Formerly the Sudan Radio Service (SRS), Eye Radio is the first South Sudan's independent broadcast provider of news and information. It has served the people of South Sudan with objective, accurate, and credible news and information since its inception 15 years ago.

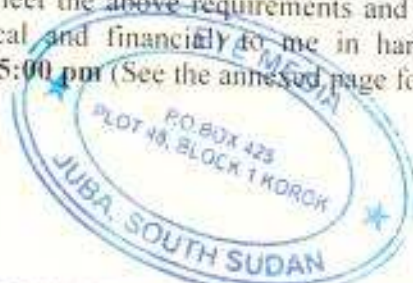
Bidders are requested to provide information in their bid that will enable Eye Media to determine the insurance firm that best meets these requirements.

The scope of requirements and service deliverables.

The scope of services under comprehensive Motor Vehicle Insurance services shall include the following:

1. Provide comprehensive Motor Vehicle Insurance services for all Eye Media vehicles in accordance with the relevant insurance laws of South Sudan.
2. Provide technical advice to Eye Media regarding this insurance policy cover.
3. Attend to any matters related to the insurance contract including liaising with other parties in relation to any claims or liability under this policy.
4. Provide reports to Eye Media as and when required regarding the management of this insurance policy.
5. Keep full and accurate records regarding this policy and provide information to Eye Media in respect of this policy.
6. Put in place sufficient re-insurance arrangements to ensure that Eye Media vehicles are fully covered.
7. Be officially registered in the Republic of South Sudan.
8. Be in compliance with statutory requirements in the Republic of South Sudan.
9. Possess vast knowledge and experience/proof that at least two members of the technical team have at least 5 years' experience and relevant qualification in the insurance industry.
10. Has a good understanding of chartered institute of insurance and at least two (2) equivalent members.
11. Submit references and contact information from at least 3 comparable non-profit audit clients.

Interested Insurance firms that meet the above requirements and timeline are invited to submit detailed proposals (both technical and financial) to me in hardcopies or via e-mail before Wednesday, 22nd October 2018, 5:00 pm (See the annexed page for details)





Late application will not be accepted. Final selection will be based on professional qualification and reputation, experience in Insurance similar organizations, official registration, among other criteria. Please refer to the scope of work enclosed herein for further details.

For motor vehicle assessment schedule, arrange your time earlier with the Eye Media operations focal person **Mr. Francis A. Charles** through **0912418588** or email francis.charles@eyeradio.org.

If you have any questions or would like further clarification of any aspect of this request for bid, please contact us using the contact information below. I look forward to receiving your proposals.

Sincerely,

Ariic David Reng

Business Manager, Eye Radio/Eye Media

Cell: 0922 886 886 / 0911 886 886

E-mail: ariic.reng@eyeradio.org | Skype: **borasili**

P.O. Box 425, Plot 48, Block 1 Korok, Juba, South Sudan

MOTOR VEHICLES FOR INSURANCE.

Name	Vehicle No	Chassis No	Engine No	Colour	Make	Manuf. Year
TOYOTA .L	NNGO 81/1SSD	JTGEB 73J5C9008871	IHZ-0697841	White	HARD TOP	2011
TOYOTA .L	NNGO 81/2SSD	JTGRRB71J697803087	IHZ-0612776	White	HARD TOP	2008
TOYOTA .H	NNGO 81/3SSD	JTGJSO2P100033638	2KD-A056916	White	TOYOTA HAICE	2013
TOYOTA .H	NNGO 81/4SSD	JTGJSO2P000032724	2KD-A015107	White	TOYOTA HAICE	2012
TOYOTA .L	NNGO 81/5SSD	JTGEB73F9016049	IHZ-0825019	White	HARDTOP	2015
TOYOTA .L	NNGO 81/6SSD	JTGEEB71J407026152	IHZ-0799034	White	HARDTOP	2014
TOYOTA .L	NNGO 81/7SSD	JTGEEB71J207022410	IHZ-0765892	White	HARDTOP	2013
TOYOTA .L	NNGO 81/8SSD	JTGRRB71J6B7005055	IHZ-0647570	WHITE E	HARDTOP	2010
MOTOR BIKE	NNGO 81/9SSD	LTMJD19A3B5235948	JC30E-6629616	REDD	YAMAHA MOTOR B	2012
MOTOR BIKE	NNGO81/10SSD	LBPK E135XE0019691	Jym154fm1-1302808	BLUE	YAMAHA MOTOR B	2013
MOTOR BIKE	NNGO 81/11SSD	LTMJD19A3B5235979	JC30E-6629588	REDD	YAMAHA MOTOR B	2013
MOTOR BIKE	NNGO81/12SSD	LBPK E1355E0020182	Jym154fm1-13028192	REDD	YAMAHA MOTOR B	2013
MOTOR BIKE	NNGO81/13SSD	LBPK E1350E0020185	JYM154FM13028176	REDD	YAMAHA MOTOR B	2013