Section 4: Proposal Submission Form

This form must be returned along with the submission signed and stamped from authorized person

To: IRENA, Chief Procurement Officer

Dear Sir/Madam:

We, the undersigned, hereby offer to provide services for IRENA’s (please check below X).

1. **Medical Insurance services for Abu Dhabi, UAE Staff** [ ]
2. **Medial Insurance services for Bonn, Germany and NY, USA Staff** [ ]
3. **Both locations** [ ]

with your Request for Proposal RFP/2020/005 dated 20 July 2020 and our Proposal. We are hereby submitting our Proposal, which includes the Technical Proposal and Financial Proposal sealed under a separate file/envelope.

We hereby declare that all the information and statements made in this Proposal are true and we accept that any misinterpretation contained in it may lead to our disqualification.

We confirm that we have read, understood and hereby accept the Schedule of Benefits describing the duties and responsibilities required of us in this RFP, and the General Terms and Conditions of IRENA’s. We confirm also that we have read, understood and hereby accept the Definition of \*Eligible Family Members as indicated below as per IRENA’s staff rules.

We agree to abide by this Proposal for 120 days or any further extension as needed.

We undertake, if our Proposal is accepted, to initiate the services not later than the date indicated in the

Data Sheet.

We fully understand and recognize that IRENA is not bound to accept this proposal, that we shall bear all costs associated with its preparation and submission, and that IRENA will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the evaluation.

We remain,

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of Signatory:

Name of Firm:

 Contact Details: