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Email transmission

TO: ALL BIDDERS FROM: Courtney Linley
Chief, Procurement Section

DATE: 31 July 2017 REF.: RFP 2017-0145/MAEDA YM

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SUBJECT: Clarification No. 1
RFP No. 2017-0145 "Provision of Group Medical Insurance Plan"

Dear BIDDERS,

With reference to the Request for Proposal No. 2017-0145, pertaining to the "Provision of Group Medical Insurance Plan", please find enclosed answers from the Commission in response to questions received from potential bidders.

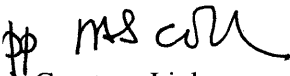
Note that, as a result of these clarifications and for clarity purposes:

- (a) Attachment 5 was added to Terms of Reference (Annex B) and uploaded to the CTBTO website <https://www.ctbto.org/service/procurement/>

Please take these responses and Attachment 5 to the Terms of Reference (Annex B) into account in the preparation and submission of your Proposal.

We look forward to receiving your proposal by the revised deadline of 14 September 2017, 17:00 Vienna (Austria) local time.

Best regards,



Courtney Linley
Chief, Procurement Section

Request for Proposal No. 2017-0145, pertaining to the "Provision of Group Medical Insurance Plan"

Clarification No.1

Questions from Bidders	Answers from the Commission
<p><u>Question 1</u></p> <p>Considering the specific time of the year and in order to allow for as competitive offer as possible, we would be grateful if you could kindly consider postponing the deadline for the submission of proposals by e.g. one week to 14th September 2017?</p>	<p>The RFP closing date has been extended to 14 September 2017, 17:00 Vienna (Austria) local time.</p>
<p><u>Question 2</u></p> <p>We understand that the majority of Beneficiaries reside in Austria. For the remaining Beneficiaries, could you kindly provide us with their geographical locations (numbers per country of residence/assignment)?</p>	<p>At this moment all of our employees are based in Vienna, Austria. There is a very minimal proportion of beneficiaries (i.e. children or spouses) who might be located outside Austria. The number and geographical location of this minority of beneficiaries cannot be disclosed.</p>
<p><u>Question 3</u></p> <p>If possible, could you kindly indicate how many CTBTO plan Beneficiaries today benefit from the Austrian Social Security sickness scheme?</p>	<p>As of 31 December 2016, a total of 11 employees were registered in the Austrian Social Security scheme ("WGKK") through CTBTO. This means that the only medical plan available to them is the Austrian public scheme. For the remaining employees, they are part of the Group Medical Insurance Plan offered by CTBTO. Currently, they cannot participate in the Group Medical Insurance Plan and WGKK simultaneously.</p>
<p><u>Question 4</u></p> <p>Please confirm whether "Suppl. Reimb." under the Medical claims statistics corresponds to Catastrophic expenses (Item 4.3 of the Instructions to invitees). If not, kindly indicate what it corresponds to.</p>	<p>Yes, this corresponds to Catastrophic expenses.</p>
<p><u>Question 5</u></p> <p>In Attachment 3 to the RFP documents, you provide us with the total incurred claims for the period 2014-2016 (by age, category, nature of service and family size). Would it be possible to provide us also with the same information for the most recent period January-June 2017?</p>	<p>Please refer to Attachment 5 to the Terms of Reference (Annex B).</p>

<p><u>Question 6</u></p> <p>Attachment 2 specifies "Insured persons Breakdown by Location" to be CTBTO FMIP 828 and Attachment 3 gives country wise breakdown of claims. Can you please provide insured count in each member country?</p>	<p>Attachment 2 specifies the location where our staff members are based, which is only one: Vienna, Austria.</p> <p>Attachment 3 refers to the countries where medical attendance was undertaken by the beneficiaries.</p>
<p><u>Question 7</u></p> <p>Is worldwide coverage required for each member?</p>	<p>Yes</p>
<p><u>Question 8</u></p> <p>If coverage outside the country of residence is required, is it restricted to emergency medical coverage outside their country of residence or is worldwide coverage required as per the 3 options given?</p>	<p>Worldwide coverage required as per the 3 options given.</p>
<p><u>Question 9</u></p> <p>Who is the current carrier?</p>	<p>The current carrier is Cigna International Health Services BVBA.</p>