

التاريخ: 10.06.2015

المحترمين

حضرة السادة

تحية طيبة وبعد،،،

الموضوع: طلب عرض سعر لتأمينات عامة

تهديكم المؤسسة الفلسطينية للتمكين والتنمية المحلية - REFORM أطيب التحيات وبالإشارة إلى الموضوع أعلاه، نرجو من حضرتكم تزويدنا بعرض سعر لتأمينات عامة تشمل (تأمين صحي، تأمين اصابات عمل، تأمين حريق والأخطار المصاحبة والسرقة) ضمن المواصفات التالية:

- 1- عدد الموظفين : 6 موظفين .
- 2- الموجودات : بما يعادل 100,948 شيكل .
- 3- مجموع الرواتب التقديرية لمدة عام بما يعادل : 441,408 شيكل شامل الضريبة لستة موظفين .

- ملحوظة : عرض السعر يجب ان يكون باللغة الانجليزية و بالشيكل شامل لضريبة القيمة المضافة بحيث يتم ارفاق جميع التأمينات بعرض سعر واحد لجميع التأمينات المطلوبة.

وتفضلوا بقبول فائق التقدير والاحترام ،،،

**REFORM**
دينا الشوا
مسؤول مالي واداري

Date:10.06.2015

Dear Sir or Madam,

Greetings from REFORM Association

Subject: Request for quotation

REFORM Would like to ask for your quotation regarding the item mentioned below, please submit your offer latest by 15.06.2015.

Health insurance for REFORM staff for one year.

• **The price offer should include the following specifications:**

- 1) Insurance company coverage per Prescription per each employee .
- 2) Insurance Company Coverage for Doctor Visits .
- 3) Insurance Company coverage for Laboratory& medical tests.
- 4) Insurance Company coverage for Tomography, CT and MRI .
- 5) Insurance Company coverage for Normal delivery or caesarian including Hormones and pregnancy vitamins.
- 6) Insurance company coverage for Dentist & medicine &tooth extraction and fillers minimum 500 ILS coverage per each employee.
- 7) Insurance Company coverage for Ophthalmologist & glasses.
- 8)Insurance Company coverage for "Call the doctor for home-emergency " .
- 9) Insurance company coverage for Surgery &Hospital accommodation for both first and second class.
- 10) Insurance Company coverage for Varicose veins surgery ,Hemorrhoids, Hernia Surgery , Tonsillectomy, Adenoids.
- 11) Insurance Company coverage for Catheter,Open heart surgery, arteries.
- 12) Insurance Company coverage for Pre existing disease such as heat and blood disease,diabetes and allergic bronchitis.
- 13) Insurance company coverage for Medical expenses treatment out of medical network .
- 14) Insurance Company coverage for Back ache, disc , muscle pain and Physiotherapy sessions.
- 15) Insurance company coverage for Abroad treatment coverage in (Israel-Jordan-Egypt) during mission work.
- 16) Insurance company coverage for Ambulance.
- 17) Insurance company coverage for Acute eye disease and ophthalmologists .



Notes:

- **The Price offer for employees and parents should be submitted in one currency (ILS) . All taxes must be included in the final price , also note that REFORM will alternate any offers not submitted in shekels according to its internal policy for exchange rates .**
- Type of Health Insurance coverage should be via cards .
- The insurance company coverage fees for any new employee should be the same and in accordance to the price offer that is submitted, in case of any additional fees to be added for married employees, the insurance company should mention it in the price offer.
- **Company should specify any additional services that will be covered and may not be mentioned in the request for quotation as an advantage .**
- Company must state validity of its price offer.
- **Price Offer should be drafted in English, signed, stamped in closed envelop and to be delivered by hand on the following address:**

The Palestinian Association for Empowerment and Local Development- REFORM, Tirawi Building, 2nd floor in Al Masyoun, Ramallah. For more information , please do not hesitate to contact us on the following contact details: Telfax: 02-2966645 , Email : Info@reform.ps

Thank you for your kind cooperation,

Sincerely yours,

Dina Shawa

REFORM
Financial & Admin Officer