

# **The Landscape of Microinsurance in Sri Lanka and the Mobile Network Operators Providers of Microinsurance**

## **Invitation to tender**

### **1. Introduction**

The Microinsurance Network promotes the development and delivery of effective insurance services for low-income people by encouraging shared learning, facilitating knowledge generation and dissemination, and providing a global multi-stakeholder platform.

### **2. Background and objectives**

Access to data on microinsurance generates (1) market knowledge and development; (2) supports best practices and (3) leads to better products and services. The landscape of microinsurance studies, led by the ILO, the MicroInsurance Centre, Munich Re Foundation and other organisations, addressed this need by supporting regional studies and an online database managed by the Microinsurance Network.

To ensure a long-term follow up and access to data, the landscape studies have been taken up by the Microinsurance Network. The Network updates the data collection of the previously published landscape reports in Latin America and the Caribbean, Africa and Asia and this way updates the World Map of Microinsurance (WMM).

Within this framework of updating regional landscape studies, the Microinsurance Network is seeking the support of a consultancy firm to conduct a study of the microinsurance landscape in Sri Lanka and to make an assessment of Mobile Network Operators who provide and channel microinsurance services in Asia.

The objective of this study is to describe the general state of microinsurance in Sri Lanka, exploit future trends and provide recommendations for a variety of stakeholders (e.g. commercial, (non)-governmental and academic sectors).

The results of the study will be presented and discussed at the 2016 International Microinsurance Conference in Colombo, Sri Lanka and will be published by the Network.

### **3. Management of the study**

If so required, the consultancy firm will set up and coordinate a team to carry out the assignment. The designated lead consultant will take responsibility for the study and act as key contact to the Microinsurance Network, which will also designate a project contact.

It is the responsibility of the lead consultant to provide regular updates to the Network as well as to highlight any issues that might put timelines, scope and/or quality of the study at risk.

Further, it is the responsibility of the lead consultant to provide clear methods of work – a description of how the contract will be handled and how the study will be managed. Furthermore, the consultant will be handling any difficulties that may emerge.

#### **4. General contractual details**

The Network expects the study to be completed within a budget not exceeding € 9000. The name and logo of the contractor will feature on the cover page of the study along with the logo of the Microinsurance Network and that of the funder(s). Half of the approved budget will be made available to the consultancy firm upon start of the study and the other half upon completion of all the deliverables including the presentation at the 12th International Microinsurance Conference.

#### **5. Timetable of the study**

May	Selection of the external collaborator
End of August	Final study
September	Layout and printing
October	Publishing of the final report
November	Presentation of the findings during the 12 <sup>th</sup> Microinsurance Conference; and launching and distribution of the final report

#### **6. Bid deliverables**

Interested consultancy firms are requested to make a proposal on how to conduct this assignment. The proposal will be made of three parts. In the first part, the consultancy firm will explain how they understand the assignment and outline the proposed timeline and the methodology of the study. In part two, the consultancy firm will demonstrate the experiences they have in data research and analysis in the area of microinsurance. This part will also highlight the CV(s) of the consultant(s) who will execute the study. Part three is the proposed budget in € and includes as a minimum unit per day consultancy fee; number of working days and total amount. The technical and financial proposal should not exceed 10 pages including annexes, CVs and the like.

Interested consultancy firms should submit their tender proposal by 9 May 2016 to: [info@microinsurancenetwork.org](mailto:info@microinsurancenetwork.org)

#### **7. Success criteria**

Upon receiving the proposals, the Network will evaluate the technical part and the financial part. The Network will assess the proposals along the following success criteria:

- Quality of the proposal and CVs (50%)
- Inclusion of creative solutions (20%)
- Price (30%)

The successful bidder will be contacted not later than May 31, 2016. It is not possible to correspond on the results of the tender process.

The detailed Terms of Reference of the study are provided as an attachment to this document.