

# ANGLEC Group Health & Life Insurance Pre-Bid – Meeting Minutes

6<sup>th</sup> May 2022

## **Persons in attendance**

Vernice Richardson - National Caribbean Insurance  
Ludiane Leveret-Richardson - Procurement Office  
Doreen Bryan - Alliance Insurance  
Jamila Gumbs - Procurement Office  
Carlyn Carty-Perotte - CC Insurance Agency Ltd  
Clement V. Ruan - D-3 Enterprises Ltd/Massy  
Britnee Williams - D-3 Enterprises Ltd/Massy  
Quincy Gumbs Jr. - Fairplay Management Services  
Carleen Gumbs - ANGLEC (Chairperson)  
Dawnette Gumbs – ANGLEC

## **Agenda**

1. Welcome remarks
2. Overview of the of ANGLEC Request for Proposals
3. Questions and Answers

The meeting commenced at 9:46AM with welcome remarks from Ms. Carleen Gumbs. Ms. Gumbs explained that she will go through the document but not in its entirety. She highlighted some of the key areas that representatives need to pay keen attention to.

Below pages and subheadings were highlighted: -

- **Schedule A**
  - page 5 - 4.4 Proposer Qualification – No questions asked.
  - page 7 – 4.7 Withdrawal of Proposal – No questions asked.
- **Schedule B**
  - Page 3 -4.12 – The representative of a prospective bidder, Quincy Gumbs Jr, noted that the date of Friday 3<sup>rd</sup> June for bid submission deadline and opening of bids is a public holiday. It was agreed by all representatives for the date to be

changed to Thursday, **June 2<sup>nd</sup>, 2022 @ 1:30 pm**. These amendments to the proposals will be issued via an addendum.

- **Schedule D**

- Mrs. Vernice Richardson pointed out that page 2 of schedule D is asking for \$25,000.00 coverage for Life and AD&D and on page 9 of 11 for schedule E is asking \$50,000.00 and wanted clarity on the correct figure.
- Ms. Gumbs confirmed that \$25,000.00 was the correct proposed amount.
- There was some discussion around the benefits of having a lifetime benefit maximum as opposed to an annual benefit maximum. The bid document requires a lifetime benefit maximum of EC\$1,344,100.

- **Schedule E**

- Page 3 – Mr. Clement Ruan pointed out a possible error on Schedule E where page 9 and 10 of 11 showed proposed deductibles of \$250 for medical and \$135 for dental and other areas of the document are asking for \$100 medical and \$25 dental.
- Ms. Carleen Gumbs clarified that \$100 for medical, \$25 for dental and no deductible for vision was the correct proposed amount.

- Ms. Gumbs further highlighted the specific conditions of the contract and Terms of Reference / scope of service.
- Bidder asked if they could receive the current schedule of benefits. The response was that this was not possible as advising all other bidders of the premiums charged by the current provider would be unfair to that company.
- Ms. Leveret-Richardson apologized for the errors in the document that was overlooked and informed that amendments to the document will be made via addenda which would be issued to all companies represented.
- Ms. Leveret-Richardson asked that all persons submit their queries or concerns to via the procurement email so that concerns are properly captured and allowing for more complete responses.

Meeting was adjourned at 11:00 am.