

**REPUBLIC OF LIBERIA  
GENERAL AUDITING COMMISSION  
MONTSERRADO COUNTY**

**CONTRACT FOR THE PROVISION OF COMPREHENSIVE LIFE AND  
MEDICAL INSURANCE SERVICE**

**THIS CONTRACT**, made and entered into on this 13<sup>th</sup> Day of May, A.D 2022, by and between the General Auditing Commission (GAC), The Independent Supreme Audit Institution of the Government of the Republic of Liberia with its principal office at Old Executive Mansion Building, Ashmun Street, Monrovia, Liberia, represented by and thru its Deputy Auditor General for Administration, **Hon. Foday G. Kiazolu**, hereinafter called ("The Client") and Activa International Insurance Company Liberia Limited, an insurance company operating under the laws of the Republic of Liberia and having its principal place of business on 5<sup>th</sup> Street, LISCAR Building, Ground Floor, Monrovia, Republic of Liberia, represented by and thru its Managing Director/Chief Executive Officer, **Atty. Saye D. Gbalazeh** hereinafter called ("The Service Provider"); hereby:

**WITNESSETH**

**WHEREAS**, 'The Client' conducted a Restricted Bidding proceeding for the provision of Comprehensive Life and Medical Insurance Service in which the Service Provider's bid was evaluated and met all qualification requirements, and accepted as the most responsive bid for provision of said Services for the fiscal year January 1, 2022 – December 31, 2022.

**WHEREAS**, the aforementioned contract is based on the **negotiated price, terms and conditions** agreed for the provision of Comprehensive Life and Medical Insurance Service, and the sum total of annual premium is US\$180,360.00 (One Hundred Eighty Thousand Three Hundred Sixty United States Dollars);

**NOW THEREFORE, THE CLIENT AND THE SERVICE PROVIDER HAVE AGREED AS FOLLOWS:**

1. It is agreed and understood that the total annual premium of US\$180,360.00 (One Hundred Eighty Thousand Three Hundred Sixty United States Dollars) represents twelve (12) months for the provision of the insurance service intended by the parties.
2. It is also agreed and understood that the total annual premium indicated above will be prorated and paid in monthly installments of \$15,030.00 which will be the monthly premium payable to the Service Provider within fifteen (15) days after the end of each month for the provision of life and medical insurance coverage;
3. That notwithstanding count one above, the duration of the contract/policy is for the period of seven and a half (7.5) months, commencing from the 16<sup>th</sup> day of May, 2022 and ending on the 31<sup>st</sup> day December of December 2022, and said period shall not extend beyond said ending/expiration date.
4. That the Service Provider will provide the services within the contract period, and these services will be required from time to time under the contract and the negotiated premium for the services shall remain constant during the period of implementation.
5. The following documents shall constitute the Contract between the Client and the Service Provider, and each shall be read and construed as an integral part of the contract:

- This Contract Agreement
- General Conditions of Contract
- Special Conditions of Contract
- Schedule(s) of Requirements
- The Negotiated Proposal (Description of Services)
- The Negotiated Price Schedule

- Final list of medical centers
- Relevant email exchanges
- All other documents as agreed upon by both parties during contract negotiation

6. The contract shall prevail over all other Contract documents. In the event of any discrepancy or inconsistency within the contract documents, the documents shall prevail in order listed above.
7. That in consideration of the payments to be made by the Client to the Service Provider as hereinafter mentioned, the Service Provider hereby covenants with the Client to provide the services and to remedy problems therein in conformity in all respects with the provisions of the Contract;
- 7 That the Client hereby covenants to pay the Service Provider in consideration of the provision of the services and the remedying of problems therein, the Contract Price or such other sum as may become payable under the provisions of the Contract;
9. That the parties also have agreed that the Client shall deduct applicable Government of Liberia withholding tax from the Contract Price on each payment and pay same on behalf of the Service Provider to the Government of Liberia. The Client shall return payment (flag) receipt to the Service Provider within 30 days after payment.
10. That this **CONTRACT** shall be binding on the parties hereto and extend to their assigns, Successor in business and legal representatives as if they were specifically named herein.

**IN WITNESS WHEREOF**, the Parties hereto have hereunto set their hands and affixed their signatures, the day and year first above written.

**On behalf of the Client**

Signed: \_\_\_\_\_

Foday G. Kiazolu, FCCA, CPA<sub>(LIB)</sub>

In the capacity of **Deputy Auditor General for Administration/GAC/Client**


**IN THE PRESENCE OF:**

\_\_\_\_\_  
John L. Greaves, II, CMA  
**Director of Administration**

\_\_\_\_\_  
Cooper Magbollah  
**Financial Comptroller**

\_\_\_\_\_  
Musa C. Kamara  
**Manager / Procurement Unit**

On behalf of the Service Provider

Signed: 

Atty. Saye D. Gbalazeh

Managing Director/Chief Executive Officer – **Activa International Insurance**  
Company Liberia Limited/Service Provider



IN THE PRESENCE OF:

  
Willis J. Allen

Chief Operating Officer – **Activa International Insurance**      **Company Liberia**  
Limited/Service Provider