



Office No 1, Ground Floor
South Port Building, Hosea Kutako Drive
Southern Industrial Area
Windhoek, Namibia
11974, Klein Windhoek
+26461-257211/2
+26461-257213
info@namaf.org.na
www.namaf.org.na

REQUEST FOR PROPOSAL (RFP)

IN RESPECT

OF

CONSULTANCY FOR FACILITATION AND DEVELOPMENT OF A STRATEGY FOR THE NAMIBIA ASSOCIATION OF MEDICAL AID FUNDS [NAMAF] FOR 2027/2030.

1. Statement of Purpose

1.1 NAMAF is established in terms of the Medical Aid Funds Act, 1995 (Act No. 23 of 1995).

1.2 In terms of section 10 (3) of the Act, 1995, Namaf's statutory objects are to '*control, promote, encourage and co-ordinate the establishment, development and functioning of funds in Namibia*'. To achieve this objective, section 12 of the Act, 1995 empowers Namaf to:

'consider any matter affecting medical aid funds or the members of such funds and make representations or take such action in connection therewith as the Association may deem advisable'.

and

generally, do anything that is conducive to the achievement of its objects and the exercise of its powers, whether or not it relates to any matter expressly mentioned in this section.

1.3 The current three (3) years (2024-2026) strategy ends on 31 December 2026. The professional services of a Consultant are required to facilitate the strategy for the next three years (2027 -2030), which will set the long-term direction for the implementation of Namaf's statutory mandate.

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2. Objectives

The overall objective of this Consultancy is to develop a three-year strategy to ensure that NAMAFA fulfils its statutory mandate.

3. Scope of Work

The scope of work for the Consultant will include, but not be limited to:

- 3.1 Review the vision and mission based on NAMAFA's statutory mandate.
- 3.2 Take stock of the level of performance of the current strategy.
- 3.3 Through a facilitative and consultative process, by application of the Business Model Canvas, develop a strategy.
- 3.4 Propose a strategy for achieving the strategic objectives and key results; and
- 3.5 Hold stakeholder meeting(s) to gauge expectations for inclusion and/or consideration in the strategy.

4. Deliverables

At the end of the Consultancy, the Consultant must produce and deliver a three-year Strategy (2027-2030).

5. Time Span

This assignment is expected to be carried out for a period of 45 man-days.

6. Institutional Arrangements

6.1 Reporting

The Consultant will report to the Chairperson of the Management Committee (MC) through the Chief Executive Officer (CEO).

6.2 Background Information

Namaf will provide the following:

- 6.1 Medical Aid Funds Act, 1995 (Act No. 23 of 1995) and Regulations made thereunder.
- 6.2 2018 – 2020 Strategy
- 6.3 2021 -2023 Strategy

6.4 2024 – 2026 Strategy

6.5 Stakeholder Engagement Strategy

6.6 Brand Strategy

6.7 Stakeholder Perception Survey, and any other information as may be required from time to time.

6.8 Financial Institutions and Markets Act (FIMA), 2021 (Act No. 2 of 2021)

6.9 Universal Health Coverage Bill [2026]

6.10 Medical Aid Funds Amendment Bill [2026]

7. Expertise

7.1 Academic Qualifications

At least a master's degree in a relevant field in strategy, planning, public policy, development studies, or health economics.

7.2 Experience

7.2.1 At least five (5) years professional experience in strategic planning and management.

7.2.2 Proven experience in facilitation and development of strategy by using Business Model Canvas.

7.2.3 Knowledge of the medical aid funding is an added advantage.

7.3 Skills and Competencies:

7.3.1 Ability to work with minimal supervision.

7.3.2 High-level written and oral communication skills in English.

7.3.3 Must be result-oriented, a team player, exhibiting high levels of enthusiasm, tact, diplomacy, and integrity.

7.3.4 Demonstrate excellent interpersonal and professional skills in interacting with diverse stakeholders and interested parties.

7.3.5 Skills in facilitation of the strategy development process.

7.3.6 Evidence of having undertaken similar assignments.

7.3.7 Experience in healthcare financing or operations of medical aid funds.

Mr. Pieter Theron

• Ms. Rachel Kalipi

• Mrs. Dantago Garosas

• Mr. Stephen Tjiuoro

• Dr Lea Namoloh • Mr. Sam Kauapirura • Mr. Desley Somseb • Mr. Erastus Molatudi • Mr. Gabriel Tjombe • Mrs. Valeria Muchero

8. Application process

Interested and qualified candidates should submit their proposals and applications, which should include the following:

8.1 Detailed Curriculum Vitae of the Consultant and that of any person to be fielded to the engagement; and

8.2 Proposal stating milestones with timelines on how the Consultancy will be undertaken and an inclusive cost of each milestone thereof.

9. Liaison

The Stakeholder Relations & Corporate Communication Manager, Ms. Uatavi Mbai, shall be responsible for the coordination of meetings and other activities under this Consultancy.

10. Closing date

The RFP should be emailed to corporatecomm@namaf.org.na and received by us not later than Friday, 03 July 2026.



The stamp is circular with a blue border. The text 'Chief Executive Officer' is written around the top inner edge. In the center, there is a stylized logo consisting of three upward-pointing chevrons above the word 'Namaf' in a bold, sans-serif font.

Stephen Tjiuro

Chief Executive Officer