

3rd March 2026

REQUEST FOR TENDERS FOR INSURANCE FOR THE AMERICAN ACADEMY

ALUMNI FOUNDATION

Requested period of insurance: From morning, 1/9/2026 to night 31/8/2027

The American Academy Larnaca is a private, selective, co-educational, independent school, registered under the Private School's Law, 1971, of the Republic of Cyprus and, uniquely, is run by its own graduates, through the American Academy Alumni Foundation. It is a non-profit making organisation and a charitable institution.

The American Academy Alumni Foundation invites tenders for the below insurances:

1. Group Personal Accident Insurance

The Senior School (Gymnasium and Lyceum) has 861 students whereas, the Junior School (elementary school) has 390 students for the academic year 2025-2026. (Exact numbers must be confirmed with the school before the start of the insurance period).

Interested companies are invited to provide separate tenders as follows:

	Option A	Option B	Option C
	Euro	Euro	Euro
Death	2.000	2.000	2.000
Permanent Disability	20.000	20.000	20.000
Medical Expenses per incident	2.000	1.500	1.000
Physiotherapy	250	250	250
Dental Treatment (accidents only)	200	200	200

Additionally, please specify timescale and deadline for notification of accidents.

For each option specified below, please provide us with a cost for both in-hospital and out-hospital only.

Option 1: School hours and activities only

Option 2: 24 hours cover for 365 days

Please specify premium per student and any exclusions or restrictions applying for each option.

2. Fire and Theft

The American Academy Alumni Foundation, owner of land parcels, in which it is located main and ancillary buildings, as well as real estate used by the landlord or even rented to third parties, legal or public entities, announces the offer of tenders covering both immovable and movable properties in the following:

Location 1: Carithers Court, Shops 8-10, 12-17, 20, 22-24 and Offices 1st floor

Description	Description/Amount (€)
Building – Main – 1,246 m ²	To replace as new
Merchandise	250.000
Furniture & Fittings	15.000

Location 2: Academia Court, Shops 52, 53 & 56

Description	Description/Amount (€)
Building – Main - 145 m ²	To replace as new

Location 3: Educational Institution

Description	Description/Amount (€)
Weir Hall – 3,973 m ²	To replace as new
Memorial Hall – 2,898 m ²	To replace as new
Centenary building – 1,306 m ²	To replace as new
Sports Centre – 1,943 m ²	To replace as new
Junior School – 1,829 m ²	To replace as new
Junior School (New Building) – 1,500m ²	To replace as new
Other (Weir Hall Auditorium, Copier room, cafeteria Canteen) – 951 m ²	To replace as new
New outdoor pitches (futsal, tennis, track and field, padel etc.)	To replace as new
Building – Outdoor Spaces (parking, kiosks, photovoltaics and walls)	235.000
Furniture, Fittings & Equipment	1.236.000
Crushing Costs	40.000

Location 4: Weir Camp

Description	Amount (€)
Building	150.000
Furniture & Fittings	40.000
Commodities	2.000

Requested Insured risks and covers (all locations)

- Fire
- Direct lightning strike
- Fume
- Explosion
- Earthquake
- Crash of aircrafts, cars, animals
- Leakage of water/fuel
- Flood/storm
- Random leakage sprinkler
- Strikes/Fighting/Political Riot
- Terrorist actions
- Malicious actions
- Fall trees
- Architects' fees, researchers' fees, consultants' fees
- Debris removal
- Costs of temporary housing
- Theft/Burglary
- Short circuit (electrical appliances)
- Breakage of glass
- Relocation expenses
- Loss of rent (€100.000)

3. Employers' Liability for the below categories of employees (Limits as per applicable Law):

Description	Number of Employees	Estimated Annual gross Amount (€)
Institute (2 FT and PT)	15	169.764
Foundation	19	608.422
Junior School	50	933.109
Senior School	97	3.403.528
Total	182	5.114.823
Contract Services	50	76.908

4. Public Liability

We request insurance for public liability for the educational institution, the Weir Camp and the Bookshop (Limit per event - €500.000, Aggregate Limit - €500.000). Construction work and contractor work (minor changes in decoration, repairs and general maintenance) provided that the cost of the works will not exceed a total of €25.000.

5. Motor Vehicle Insurance

We request insurance for our Motor Vehicle (Third Party Liability Insurance).

Make/Model	Vehicle Type	Body Type	Cubic Capacity	Year	Sum Insured	Excess
Ford Transit	Commercial	VAN	1998	2018	€12.000	€200

6. Motorcycle Insurance

We request insurance for our Motorcycle.

Make/Model	Vehicle Type	Body Type	Engine	Year	No. of passengers
PIAGGIO	Commercial	Motorcycle	125cc	2013	1

7. Money Insurance

We request quotation for money insurance as below:

- Money in safe - 24 hours
- Money in transit

Location	Sum Insured (€)	Excess
1	€35.000	€500
2	€5.000	€500
3	€1.000	€200
4	€1.000	€200

8. Directors and Officers Insurance

We request insurance to indemnify 14 directors and/or officials of the Company against the consequences of actual or alleged 'wrongful acts' when acting in the scope of their managerial duties.

Option	Sum Insured (€) per claim and per period of insurance	Excess
1	€250.000	€2.500
2	€500.000	€5.000

Tenders should be submitted together, in a sealed envelope and placed in the tender box which is in the Graduates Centre, by **12:00, noon, Monday, 30th March 2026**.

Please note that:

- 1. Incomplete tenders may be excluded.**
- 2. The AAAF is not obliged to accept the lowest or any tender or the whole tender.**

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