



भारतीय वैश्विक परिषद्

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Indian Council of World Affairs
सप्रू हाउस, बाराखम्बा रोड, Sapru House,
Barakhamba Road,
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Ph: 011-23317246, Fax: 011-23310638
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Website: www.icwa.in

E-NOTICE

Tender Name:	Appointment of Actuarial Valuation Valuer
Tender No.:	ICWA/745/1/2007 Dated: 14-11-2022

<u>Important Dates</u>	
Published date	14-11-2022
Bid document download start date	14-11-2022
Clarification start date	15-11-2022
Clarification end date	22-11-2022
Bid submission start date	22-11-2022
Bid submission end date	06-12-2022 1500Hrs
Date of Technical Bid opening	08-12-2022

Tender Inviting Authority:

Name: Dr. Vaibhav A. Tandale
Designation: Deputy Secretary
Address: Indian Council of World Affairs
Sapru House, Barakhamba
Road, New Delhi-110001
Email: ds@icwa.in

TENDER NOTICE

Quotations for appointment of Actuarial Valuation Valuer

This office is interested in engaging the services of an Actuary for the work of actuarial valuation in respect of ICWA employees' retirement benefits (Gratuity, Leave Encashment and Pension) for a period of three years.

2. If interested, you are requested to submit your quotation on the CPP portal at CPP Portal <https://eprocure.gov.in/eprocure/app> by 3.00 p.m. on 06/12/2022.
3. Rates should hold good for the work related to current financial year and next two financial years i.e. 2022-23, 2023-24 & 2024-25. Quotations received after last date and time will be rejected.
4. ICWA reserves the right to reject any or all the quotations or to accept any or all the quotations wholly or partially without assigning any reasons thereof.
5. Scope of work and terms & conditions contained in Annexure-I, and undertaking at Annexure-II should be signed by the competent authority of the bidder along with seal.

SCOPE OF WORK AND TERMS & CONDITIONS

1. Scope of Work : Actuarial valuation for assessing provision for retirement benefits in respect of ICWA employees. Retirement benefits are gratuity, leave encashment and pension. The assessment shall be as on 31st March based on the data supplied by this office. Total number of employees for whose retirement benefits actuarial valuation is required is 17.
2. All the 17 employees are entitled to pension as per Employee Pension Scheme, 1995 under the Employees Provident Funds and Miscellaneous Provision Act, 1952. They are entitled to leave encashment as per Central Civil Services (Leave) Rules, 1972. They are entitled to gratuity as per Payment of Gratuity Act, 1972.
3. The whole data required for valuation will be provided on or before 5th March and the report shall be prepared and submitted to ICWA by email by 25th of March, followed by hard copy by registered post/ courier.
4. Payment will be made online after satisfactory completion and acceptance of the report/job.
5. Actuary will be required to submit the valuation report (hard copy) duly authenticated by the Actuary with appropriate seal.
6. Soft copy of the report duly authenticated will also be provided to ICWA without any extra charges.
7. The Actuary will clarify all doubts raised by this office with regard to the valuation job without any extra charges.
8. The Actuary will also arrange for the duplicate copy of the report in case the first copy sent by the actuary is lost in transit or otherwise, if asked for by the ICWA.

(Signature and seal of authorized signatory)

Date :

Name :

UNDERTAKING

I/ We declare that :

1. I/ We offer to provide the actuarial valuation services as mentioned in the tender notice at the rate offered by us.
2. I/ We have carefully read all the rules and terms of the tender and we will follow them.
3. I/ We also confirm that we have not been blacklisted by any organization/ government/ semi-government/ autonomous institutions.

(Signature and seal of authorized signatory)

Date :

Name :