



OP/EUI/ACC/2021/001

OPEN CALL FOR TENDER TO PROVIDE ACTUARIAL SERVICES FOR VALUATION OF EMPLOYEE BENEFITS AND FOR A LONG-TERM SUSTAINABILITY STUDY OF THE EUI’S PENSION SCHEME

I, the undersigned _____
born in _____ on _____
resident of _____
with fiscal code _____
in the role of _____
for the company/ TGC/ Consortium _____
with registered office in _____
and administrative office in _____

PRESENT THE FOLLOWING TECHNICAL OFFER:

1. Experience in Actuarial Services/Actuarial Valuation <i>Including information on number and nature of projects delivered in the field of actuarial services</i> (Maximum Score: 30)	
Experience in the field of actuarial services	
Experience in the field of actuarial services based on IPSAS	

2. Service Team <i>Including concise but informative curricula vitae (maximum 3 pages long) of the team proposed</i> (Maximum Score: 10)	
Number of team members to allocate to the services to provide to the Institute	
Educational and professional qualifications of the team members	
Average number of years of experience in the field of actuarial services	
Specialized and globally recognized professional certification in the field of actuarial services	

3. Quality of the process and reporting of the annual accounting exercise (Maximum Score: 28)	
Quality of the reporting (structure and content) of the annual accounting exercise <i>The Tenderers should provide an example of a final report of the annual actuarial valuation</i>	
Quality of the process (templates and guidelines for data collection, number of working sessions to guarantee data quality, etc) <i>The Tenderers should provide a document describing the way the data collection process will occur, with the calendar, the number and/or frequency of working sessions.</i>	
Other reporting features of added value for the EUI annual financial reporting	

4. Long-term sustainability/funding exercise (Maximum Score: 28)	
<p>Experience in the field of long-term sustainability studies of Pension Schemes</p> <p><i>Including information on number and nature of projects delivered in the field of long-term sustainability studies/funding exercises</i></p>	
<p>Quality of the reporting (structure and content) of the long-term sustainability/funding exercise</p> <p><i>The Tenderers should provide an example of a final report of a long-term sustainability study/funding exercise.</i></p>	
<p>Quality of the process (templates and guidelines for data collection, number of working sessions to guarantee data quality, etc)</p> <p><i>The Tenderers should provide a document describing the way the data collection process will occur, the maximum number and/or frequency of working sessions, as well as the maximum number and/or frequency of presentations to the Supervisory Board (each one may entail a different set of scenarios and sensitivity analysis from the previous presentation).</i></p>	



Tenderer name: _____ Annex II A – Technical offer form

5. Additional Services – Consulting, training and technical assistance services (Maximum Score: 4)	
Presentation of additional services – free of charge with a limit of hours - in the area of consulting services and/or technical assistance on accounting and financial reporting matters (EUI accounting framework related)	
Presentation of training services – free of charge with a limit of hours - in the area of accounting and financial reporting (EUI accounting framework related)	

Place and date _____

Signature of the Legal Representative _____

Please, attach a copy of a valid identification document of the Legal Representative who signed this document.