



ASSAM TEA EMPLOYEES PROVIDENT FUND ORGANIZATION

(Formerly known as The Assam Tea Plantations Provident Fund & Pension Fund Scheme & DLI Scheme)

“Nidhi Bhawan” Basistha, Lalmati, N.H.-37, Guwahati-781029

From : Shri S. Das
Secretary-cum-P.F. Commissioner

No: PF/Misc/Actuarial Evaluation/2018-19/ 190-91
Dated Guwahati, the 04/12/2018

Sub : EXPRESSION OF INTEREST :- FOR APPOINTMENT OF ACTUARY.

Dear Sir/Madam,

Assam Tea Employees Provident Fund Organization, invites Expression of Interest for appointment of Valuer to conduct Actuarial Evaluation. Interested Actuaries /Actuarial Firms having Office in India and possessing required expertise may send in their Bids by 21st December, 2018. The prescribed Bid format and other informations is available alongwith RFP document.

Encl : RFP Document.

Yours faithfully

Secretary-cum-P.F. Commissioner

Copy to :-

1. All Committee Members for information and necessary action.
- ✓ 2. Deputy P.F. Commissioner (Computer Cell) to upload on ATEPFO website.

Secretary-cum-P.F. Commissioner

Request for Proposal (RFP) Document

for

Appointment of Actuary for valuation

of

The Family Pension Scheme, 1972

The General Pension Scheme, 1968

The Deposit Linked Insurance Scheme, 1984

The Assam Gratuity Scheme, 1993(to be implemented shortly)

The ATEPFO Employees Pensionary Benefit Scheme.

Of

Assam Tea Employees Provident Fund Organization

Key Activities and Date(s) & Time :-

SI No	Key Activities	Date(s) & Time
1.	Pre-Bid Meeting	13/12/2018 (11:00 AM)
2.	Last date of Submission of Bid	21/12/2018 (5:00 PM)
3.	Opening of Technical Bid	26/12/2018 (11:00 AM)
4.	Opening of Financial Bid	To be notified to successful bidders qualified technically.

The Technical Bid is to be opened by the Committee on 26/12/2018 at 11:00 AM in the Conference Hall, ATEPFO, Nidhi Bhawan, Guwahati – 781029, Assam.

- A) Assam Tea Employees Provident Fund Organization (ATEPFO) reserve the right to change any date/ time mentioned in the schedule above.
- B) Pre-Bid Conference will be the last date for receipt of Queries on the RFP.
- C) Applicants are invited to be present through their Authorized Representative at the time of opening of Technical Bid and Financial Bid.

Proposal for appointment of Actuary should be hoisted in ATEPFO website <http://www.atppf.nic.in> only.

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1. Introduction

- 1.1 The Assam Tea Employees Provident Fund Organization (ATEPFO) is a Statutory Body under the Ministry of Labour Welfare, Govt. of Assam. The main objective of the Organization is to provide social security to the Workers/ Employees of the Tea Gardens and Tea Factories of Assam.

- 1.2 The Assam Tea Plantations Provident Fund and Pension Fund and Deposit Linked Insurance Fund Scheme Act, 1955 was enacted by the Assam State Legislature and it came into force from 1955. Presently, the following schemes are in operation under the Act :-
 - 1.2.1 The Assam Tea Plantations Provident Fund Scheme, 1955.
 - 1.2.2 The Family Pension Scheme, 1972.
 - 1.2.3 The General Pension Scheme, 1968.
 - 1.2.4 The Deposit Linked Insurance Scheme, 1984.

Moreover, ATEPFO is also going to implement the following scheme under the Assam Gratuity Act, 1992 enacted by the State Legislature.

 - 1.2.5 The Assam Gratuity Scheme, 1993

- 1.3 The scheme design calls for continuous and careful monitoring and assessment of both Contributions and Liabilities required to build the fund so that the above schemes are sustainable.

- 1.4 Accordingly a Valuer is to be appointed for Actuarial Valuation for the year 2017-18 and 2018-19 (upto December 2018). Moreover, Provisional Estimates is also to be provided at the end of March 2019 and also for next Financial Year 2019-20.