



**REQUEST FOR PROPOSAL  
APPOINTMENT OF IFRS-17 CONSULTANT**

LIC-Mauritius Branch, one of the Long-Term Life Insurers in Mauritius is seeking to appoint a service provider in Mauritius for providing End to End services for IFRS17 pre and post implementation.

**Proposal Submission Closing Date: 07.07.2023**

**Correspondence Address:**

**Chief Manager,  
Life Insurance Corporation of India,  
Mauritius Branch Office,  
1<sup>st</sup> floor, LIC-Centre, John-Kennedy Street,  
Port Louis, Mauritius**

**Contact person:**

**Chief Manager or Manager (IT/Admn.):  
Telephone: (+230): 2081485 – Extn. 21 or 22.  
E-Mail IDs: [chief@lic.mu](mailto:chief@lic.mu), [admin@lic.mu](mailto:admin@lic.mu)**

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## **Introduction:**

Life Insurance Corporation of India (LICI) is a statutory corporation established in India as per the Life Insurance Corporation Act 1956 amended from time to time and having its Corporate Office at "Yogakshema", Jeevan Bima Marg, Nariman Point, Mumbai - 400021 (India). At Mauritius, LIC has presence as a foreign branch office of the Corporation and known as LIC-Mauritius Branch office (*herein after referred as LICM*) and sells Thirty-One (31) exclusively 'Long Term Life Insurance' plans and currently services Approx. 34000 policies on the Mauritian market.

With IFRS17 becoming effective for reporting periods starting on or after 01 January 2023, LICM is inviting proposals from suitably qualified firms for providing End-to-End services for pre and post implementation and in transitioning to the new accounting standard IFRS17. In particular, the service provider shall accompany LICM through its full IFRS17 adoption process, as listed under the Scope of Work.

**The Scope of Work is not exhaustive. The service provider is expected to give guidance and offer advice on any areas that may not have been listed out and which the service provider reasonably believes are necessary and relevant to LICM's operations and services and to comply with the regulatory requirements in this regard.**

LICM is floating this Request for Proposal (RFP) for the purpose of appointing a specialized consultant/service provider for end-to-end solution which includes policy-preparation, pre and post implementation services, Actuarial services, complete Software and IT support, data management and financial statements in the prescribed format by various authorities, disclosures, Business Analysis etc.

## **Eligibility Conditions:**

1. The service provider must be a reputed going concern with vast experience in the field of Actuarial and Accounting work.
2. The service provider must demonstrate a record of having successfully implemented IFRS 9 and / or IFRS 17 in the insurance and / or reinsurance sectors in Mauritius and/or in the region.
3. The service provider must have a strong team of fully qualified actuaries and accountants, **based in Mauritius.**
4. The service provider has to deliver on its own on all the three aspects of the project i.e. Actuarial work, Software and Accounting work.
5. The service provider has to provide End-to-end solution for the implementation of IFRS-17 which includes policy-preparation, pre and post implementation services, Actuarial services, complete Software and IT support, data management and financial statements in the prescribed format by various authorities, disclosures, Business Analysis etc.
6. The service provider must own a IFRS17 compliant software for the implementation of the project.

### **Remark:**

To assess on the aforesaid eligibility criteria and to ascertain business volume handled and profitability of the company, we would need information like details of the service providers, its legal structure, shareholders, partners and directors, products and services, Financial Statement of last three years, clients where similar services as per 'Scope of Work' were offered. We would also need key clients' references, team members profiles with qualification and experience who will work on the project, latest audited Financial Statement and office address in Mauritius etc.

**Please refer to 'annexure I' on page 7, to ensure that the desired information is submitted to evaluate the proposal.**

### **Scope of Work:**

- Undertake a comprehensive assessment of existing processes, data, systems, skills through gap analysis and propose mitigating measures.
- Undertake workshops to engage senior management, users and provide them with comprehensive training for understanding and application of all requirements of new standards and engagement roadmap for timely and successful implementation.
- Guidance on policy decisions to create a comprehensive IFRS 17 framework including but not limited to identification of onerous contracts, derivation of discount rate, risk adjustment, confidence intervals, choice of coverage units, materiality tests, reinsurance contracts, expenses, contract boundaries.
- Preparation of various policies for LICM, required for IFRS17.
- Once the policy decision has been made, the Implementation Partner is expected to set up the various process and models that need to be in place to achieve said policies. LICM shall have the copyright and intellectual property of these models once implementation is complete.
- To advice on the most suitable transition approach for LICM.
- Classification of different types of contracts and the level of aggregation.
- Using LICM's chart of accounts and the complete list of disclosures to the financial statements.
- Above Scope of work is not exhaustive and may expand as per directions / requirements from the regulator.

### **Software Support:**

- The service provider must own IFRS17 compliant software which will provide a full implementation and post-implementation services.
- Ensure that the software allows end-to-end production of IFRS 17 compliant numbers and all disclosure requirements, in conjunction with LICM's external auditors.
- Ensure that the software prepares data for IFRS17 till the final journal entries using LICM's chart of accounts.
- LICM will not acquire any hardware to store the data. (The service provider may suggest alternative solution)

**Dry run:**

- Complete full dry run and in-depth comparison of LICM's Income Statement and Balance Sheets under IFRS4 and IFRS17 (using data for Financial Year 2022-23 ending 31.03.2023).
- Testing to include the full disclosure requirements.
- All key changes between IFRS 4 (and IAS 39) to IFRS 9 & 17 to be clearly articulated with KPIs and implications for performance management and long-term monitoring.
- Ensure knowledge transfer for LICM's team.

**Communication:**

- A clear road map with key milestones with LICM's IFRS 17 and pre-agreed with the Statutory Auditor.
- Engagement at regular intervals with LICM's Statutory Auditor and provision of regular updates to the LICM's management and Statutory auditors on pre-audit requirements.
- Approval from LICM's Statutory Auditor on classification outcome and seeking prior opinion from the Auditor.
- Involving of LICM's Statutory auditor in Quarterly and Annual Valuation.
- To provide full information to Statutory Auditors for Quarterly, half yearly and annual reporting to regulators in India and in Mauritius, Head Office in Mumbai and within set deadlines.

**Post Implementation:**

- Undertake a parallel run for the Financial Year 2023-24 ending 31.03.2024.
- Prepare forms/returns/disclosures for submission to Financial Services Commission (FSC) / Financial Reporting Council (FRC) etc. as and when required.
- Prepare disclosures as required by the Head Office / Insurance Regulatory and Development Authority of India (IRDAI) in India.
- Attend to queries from the auditor, regulator, industry groups and others, in Mauritius & India.
- Participate in consultative IFRS 17 groups set up by the industry and / or regulator / board / committee, on behalf of LICM, in Mauritius and India.
- Provide necessary data to auditors.
- Post Implementation quarterly / annual valuations, reports, forecast, analysis etc., during the period of engagement.
- The deadlines of submission to the various regulators to be strictly complied with; and ensuring that LICM is compliant all the time.

**Contract Duration:**

- Contract Duration is up to the financial year closing and submission of March 2024's comparative Financial Statements to FRC / FSC / other regulatory bodies in Mauritius. Contract Duration may be extended after reviewing the performance of the consultant / service provider.
- Any queries raised by any concern related to the financial year closing and submission of March 2024's comparative Financial Statements to FRC / FSC will be attended by the service provider.

## Submission of proposal:

The bidder is required to submit the following information and documents for evaluation purposes.

- a) The bidder has to submit technical proposal and financial proposal in two separate envelopes (if submitted physically) or in two separate password protected soft files (if submitted through email).

b) **Technical Proposal (please submit as separate proposal):**

The technical proposal should detail methodologies, name of the software used for IFRS 17 implementation, deliverables, expected timelines for completion of scope of work.

It should also include all the information required to assess the proposal as per eligibility criteria. Please refer to **annexure I** on page 7, to ensure that the desired information is submitted to evaluate the proposal on eligibility criteria.

c) **Financial Proposal (please submit as separate proposal):**

Providing full details and all costs (one time / recurring) as per deliverables along with the timelines. All the figures in MUR and exclusive of relevant tax(es). For ease of evaluation, the service provider is expected to provide cost break-down as follows:

- Cost of Gap Analysis, initial engagement workshops, review, preparation, submission of gap analysis, blueprint documents.
- Software solution for compliance to IFRS 17.
- Other associated service costs including training, smooth transition until successful implementation and sign-off of the project.

**The payment terms should clearly state the stages with timelines, amounts and terms of payment in line with the deliverables** However, not less than 25% of the cost would be paid after submission of Financial Statements as per IFRS-17 to regulatory authorities.

Please note that in case the technical proposal fails to meet the required eligibility conditions then the financial proposals of the said bidder may not be opened.

- d) **NON-Disclosure and Confidentiality agreement** as per Data Protection Act.

- e) **Termination / Exit Clause:** The contract can be terminated by either party by giving prior notice of termination of not less than 60 days. The contract will be terminated with immediate effect in case of material breach of obligations and the corrective action not effected or in case the other party becoming insolvent.

**Evaluation of Proposal:**

All the Technical Proposals received will be scrutinized by the Branch (LICM) with respect to the eligibility conditions specified in the RFP. The eligible Technical Proposals along with Financial Proposals, will be sent to the Competent Authority at Head Office at Mumbai, India, for selection and appointment. During the process of selection, any additional information may be asked from the participating firms.

**Time-limit for submission of proposal:**

- The proposal should reach **on or before 15:00 hrs, 07.07.2023**, either in password protected soft copy (Technical and Financial Proposal separately) on email-id mentioned below

OR

a physical copy in a sealed cover (Technical and Financial Proposal in separate envelope) with a superscript "FOR APPOINTMENT OF CONSULTANT / SERVICE PROVIDER FOR IFRS-17" at the address given below.

Chief Manager,  
LIC of India, Mauritius Branch, 1<sup>st</sup> Floor, LIC Centre,  
John Kennedy Street, Port Louis, Mauritius.  
Email-id: [chief@lici.mu](mailto:chief@lici.mu), [admin@lici.mu](mailto:admin@lici.mu)  
Phone number: 2081485 (Ext. 21 / 22)

- If Proposal/Bid is received through email, the password is to be shared with Branch by way of separate mail after closure of submission of proposal i.e. **after 15:00 hrs, 07.07.2023**.

**Venue, date and time for opening of Bid:**

**a) The technical bids received from the bidder will be opened as detailed below:**

**Venue:** In the cabin of Manager (IT/Admn) at the address stated above

**Date:** 07.07.2023

**Time:** 16:00 Hrs.

**b) The financial bids of the successful technical bidder will be opened as detailed below**

**Venue:** In the cabin of Manager (IT/Admn) at the address stated above

**Date:** 12.07.2023

**Time:** 16:00 Hrs.

**Validity of Bid:**

The bid would be valid for a period of three months from the date of closure of the bid. i.e. up to 06.10.2023.

  
Chief Manager, LIC – Mauritius.

Dated: 14.06.2023 at Port Louis, Mauritius

**Annexure I - Technical Evaluation will be done on following Eligibility Criteria:**

<b>Sr. No.</b>	<b>Criteria</b>	<b>Details by the bidder</b>
1	Details of the firm, its legal structure, shareholders, partners and directors, products and services.	
2	Have you mentioned Firms where you have successfully implemented IFRS 9 and / or IFRS 17 in the insurance and / or reinsurance sectors in Mauritius and/or in the region?	
3	Do you have a strong team of fully qualified actuaries, accountants and IT professional, <b>based in Mauritius?</b>	
4	Have you added Key clients' references in the proposal?	
5	Have you given Team members profiles with qualification and experience who will work on the project?	
6	To ascertain business volume handled and profitability of the company, have you attached audited Financial Statement for last three years?	
7	Have you mentioned Office address in Mauritius?	
8	Are you proposing on all the three aspects of the project i.e. Actuarial work, Software and Accounting work?	
9	Are you proposing an end-to-end solution which includes policy-preparation, pre and post implementation services, Actuarial services, complete Software and IT support, data management and financial statements in the prescribed format by various authorities, disclosures, Business Analysis etc.?	
10	Details of the IFRS17 compliant software for the implementation of the project?	
11	The submitted proposal is valid up to	06.10.2023

**Date:**

**Place:**

**Signature:**

**Company Seal:**

