



RESERVE BANK OF MALAWI

PROCUREMENT OF A CONSULTANT FOR THE DEVELOPMENT OF MORTALITY TABLES

1. BACKGROUND

The Registrar of Financial Institutions recognizes that mortality tables provide a key piece of infrastructure that enables life assurance and annuity products to be more reliably and credibly priced. The tables are not only instrumental in informing public policy on retirement systems design but also specifically assist pension funds managers to base their estimation of average life expectancy of retirees on Malawian experience. At the moment, the Malawi does not have country specific mortality tables detailed enough for this purpose.

The Reserve Bank of Malawi (the Bank) therefore intends to source technical expertise to undertake assessment of existing mortality data in the life insurance and pension industry and develop an initial set of mortality tables. It is expected that the technical expert firm will also develop a framework for maintaining the tables in future to ensure their continued relevance in the industry.

2. OBJECTIVE OF THE ASSIGNMENT

The goal of the assignment is to develop mortality tables that reflect demographic experience of the Malawian market. The consulting individual(s) will recommend plausible means of maintaining the tables in future taking into account the technical capacity landscape in the country. The consultancy aims to leverage on the services of a qualified and experienced individual(s) in data analysis and development of mortality tables.

3. SCOPE OF THE ASSIGNMENT

The consultancy will ultimately result in production of a set of mortality tables. In this regard, the individual(s) is/are expected to undertake the following tasks and other tasks that may be agreed at the signing of the contract:

- a. Develop data collection templates and work with the insurance supervisor to collect required data from life insurers and other stakeholders in a prescribed format;
- b. Assess data collected for credibility;
- c. Clean data for use in the project;
- d. Develop methodology to produce life tables;
- e. Produce life tables that are internationally acceptable and reflect insurance and pension business in Malawi;
- f. Conduct consultative workshops with life insurers and other stakeholders regarding the use of the tables;
- g. Review regulations/guidelines on pricing/reserving and use of mortality tables;
- h. Provide recommendations on maintenance of the table in the future including roles of different stakeholders;
- i. Provide recommendations on improving data management in the industry; and
- j. Highlight any limitations and challenges on the use of the tables.

The individual(s) will be required to provide a plan and approach to achieving the deliverables of the project within the set period.

4. **DELIVERABLES**

It is expected that deliverables in line with the scope of work will be agreed at the signing of the contract. There will be need for the Bank to sign off upon completion of each deliverable.

5. **SELECTION CRITERIA**

The consultant must meet the following criteria:

- a. Must have good understanding of the life insurance and pension industries in Malawi or in the region;
- b. Must have verifiable experience in similar assignments;
- c. The lead person must be a professionally qualified actuary and registered with a reputable actuarial society;
- d. Considerable experience in writing and design of technical documentation;
- e. Considerable experience in data analysis;
- f. Excellent training and facilitation skills; and
- g. Experience in collaborating with insurance supervisors.

6. DURATION OF THE CONTRACT

The assignment is for a maximum of six (6) calendar months from the date of signing the contract.

7. SELECTION OF THE CONSULTANT

Bidding will be conducted through procedures specified in accordance with the open tender bidding procedures contained in the Government of Malawi's Public Procurement and Disposal of Assets Act 2017, and is open to all interested bidders.

Eligible interested bidders may obtain further information and inspect the Bidding Documents from the Procurement Division at the address shown in 8(a) below from 08:00 to 11:30 and **14:00 to 16:00** hours from Monday to Friday, except public holidays.

A complete set of Bidding Documents in English may be obtained Free of charge by interested bidders from the address shown in 8 (a) below, between **8:30 am to 11:30 am** from **Monday to Friday** except on public holidays.

8. SUBMISSION OF PROPOSALS

Bids clearly marked; "*Development of Mortality Tables*" should be delivered to the address shown in 8 (b) below on or before **27th November, 2020** at **10:00am**. Late bids shall be rejected. Bids will be opened in the presence of the bidders' representatives who may choose to attend at the address shown in 8 (c) below on **27th November, 2020** at **10:00am**.

(a) Documents will be issued from:

The Reserve Bank of Malawi
Convention Drive,
Lilongwe

(b) Bids must be sent to:

The Chairperson,
RBM Internal Procurement and Disposal
Committee,
P.O Box 30063,
Lilongwe,

Malawi.

Or

Should be deposited in a Tender Box marked; “*Development of mortalities table*” placed at the Bank’s reception at the Head Office.

(c) Bid Opening:

Reserve Bank of Malawi,
Convention Drive,
Floor 5, Auditorium,
Lilongwe,
Malawi.

**Chairperson
RBM Internal Procurement and Disposal Committee**