



United Nations Procurement Division

REQUEST FOR EXPRESSION OF INTEREST (EOI)

This notice is placed by UNPD. The accuracy, reliability and completeness of the contents of furnished information is the responsibility of United Nations Procurement Division. You are therefore requested to direct all queries regarding this EOI to United Nations Procurement Division using the fax number or e-mail address provided below.

Title of the EOI:

Short-Term Advisor (company) to the Fund Solvency and Assets And Liabilities Monitoring Committee (FSLAMC) of the United Nations Joint Staff Pension Fund

Date of this EOI: 26 September 2024

Closing Date for Receipt of EOI: 20 October 2024

EOI Number: EOIUNPD23108

Beneficiary Country/Territory: United States of America

Commodity/Service category: Professional Services

Address EOI response by fax or e-mail to the Attention of: Ricardo Velez Castellon

Fax Number: By email only

E-mail Address: ricardo.velezcastellon@un.org

UNSPSC Code:

80101500 - Business and corporate management consultation services

80101512 - Actuarial consulting services



DESCRIPTION OF REQUIREMENTS

The Fund is a defined benefit plan and was established by the General Assembly of the United Nations to provide retirement, deferred, death, disability and related benefits for the staff of the United Nations and of 23 other international intergovernmental organizations that participate in the Common System of salaries, allowances and benefits.

The United Nations Joint Staff Pension Board (Board) that has been established as a subsidiary organ of the General Assembly of the United Nations, a staff pension committee for each member organization (24 organizations) and a secretariat to the Board.

Actuarial valuations of the Fund are completed biennially. Actuarial assumptions used in the valuations are also studied biennially. The Fund's Consulting Actuary completes both analyses as well as any other actuarial calculations as deemed necessary by the Board. The Board is also advised by a Committee of Actuaries, which consists of 9 independent accredited actuaries from around the world. The Fund completes an asset liability study every 4 years and can complete one more frequently, if necessary. As of 31 December 2023, the market value of assets held for investment was \$88 billion. As of 31 December 2021, date of the most recent actuarial valuation (<https://www.unjspf.org/the-fund/actuarial-matters/>) the open group valuation showed an actuarial surplus of 2.3% of pensionable remuneration and a closed group valuation that equated a funding ratio of 117%.

Please visit the Fund's website at www.unjspf.org for additional information related to plan design and investments.

Purpose of this Request

The UNJSPF seeks to contract for a short-term advisor (company) on industry best practices and recommendations for the Committee to use in monitoring the solvency of the Fund. The provider of service will advise on the methods of working, frequency of meetings and relevant information needed to effectively fulfill the Committee's mandate.

The provider of services (Advisor) shall meet with the Committee, the Secretary of the Pension Board, a representative of the Representative of Secretary-General (RSG), and a representative of the Pension Administration to gather background material on the Fund and to understand the Committee's specific needs and capabilities. Background material will include the information provided to the Committee for review of both assets and liabilities over the past two years. The Advisor will develop a summary of industry best practices for similar/like pension funds for ongoing review of assets, liabilities, and solvency measures. This should include how similar committees operate in relation to their boards and whether specific committee member skills or education are required. In addition, the Advisor will provide specific suggestions for the Committee to develop an ongoing annual and more frequent, if deemed necessary, list of material it should receive in order to meet its requirements to advise the Board and, subsequently the United Nations General Assembly on the continued financial long-term viability of the Fund. Further, examples of information/best practices show the information that committees provide to their boards. All advice should consider the bifurcated allocation of responsibilities between the Administration of the Fund and the Secretary-General, enshrined in the Fund's Regulations.

The selected company will work with the Fund Solvency and Assets And Liabilities Monitoring Committee (FSLAMC)



SPECIFIC REQUIREMENTS / INFORMATION (IF ANY)

NOTE

Information on tendering for the UN Procurement System is **available free of charge** at the following address: <https://www.ungm.org/Public/Notice>

Only the United Nations Global Marketplace (UNGM) has been authorised to collect a nominal fee from vendors that wish to receive automatically Procurement Notices or Requests for Expression Of Interest. Vendors interested in this Tender Alert Service are invited to subscribe on <http://www.ungm.org>

Vendors interested in participating in the planned solicitation process should submit the Vendor Response Form of this EOI electronically (through the link available on the next page) before the closing date set forth above.



VENDOR RESPONSE

NOTICE

- Companies can only participate in solicitations of the UN Secretariat after completing their registration (free of charge) at the United Nations Global Marketplace (www.ungm.org).
- As you express interest in the planned solicitation by submitting this response form, please verify that your company is registered under its **full legal** name on the United Nations Global Marketplace (www.ungm.org) and that your application has been submitted to the **UN Secretariat**.
- While companies can participate in solicitations after completion of registration at Basic Level, we strongly recommend all companies to register at least at **Level 1** under the United Nations Secretariat prior to participating in any solicitations.
- Companies are reminded of the restrictions of employment of former UN personnel that were involved in the procurement process during their last three years of service as per ST/SGB/2006/15, including (a) employing those personnel for one year after separation of service and (b) allowing those personnel to communicate with, or appear before, active UN personnel for matters related to the procurement process for two years after separation of service. Violation of the provisions of ST/SGB/2006/15 may lead to suspension of the registration of the company as a UN vendor.

PLEASE NOTE: You should express your interest to this EOI electronically at:

<https://www.ungm.org/Public/Notice/247984>

In case you have difficulties submitting your interest electronically, please contact ricardo.velezcastellon@un.org directly for instructions.



EOI INSTRUCTIONS

1) Registering as a Vendor with the United Nations

Vendors interested in fulfilling the requirement described above must be registered at the UN Global Marketplace (www.ungm.org) with the UN Secretariat in order to be eligible to participate in any solicitation. Information on the registration process can be found at <https://www.un.org/Depts/ptd/vendors>.

Prerequisites for Eligibility

In order to be eligible for UN registration, you must declare that:

- A. Your company (as well as any parent, subsidiary or affiliate companies) is not listed in, or associated with a company or individual listed in:
 - I. the Compendium of United Nations Security Council Sanctions Lists (<https://www.un.org/securitycouncil/content/un-sc-consolidated-list>), or
 - II. the IIC Oil for Food List website or, if listed on either, this has been disclosed to the United Nations Procurement Division in writing.
- B. Your company (as well as any parent, subsidiary or affiliate companies) is not currently removed or suspended by the United Nations or any other UN organisation (including the World Bank);
- C. Your company (as well as any parent, subsidiary or affiliate companies) is not under formal investigation, nor have been sanctioned within the preceding three (3) years, by any national authority of a United Nations Member State for engaging or having engaged in proscribed practices, including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice;
- D. Your company has not declared bankruptcy, are not involved in bankruptcy or receivership proceedings, and there is no judgment or pending legal action against your company that could impair your company's operations in the foreseeable future;
- E. Your company does not employ, or anticipate employing, any person(s) who is, or has been a UN staff member within the last year, if said UN staff member has or had prior professional dealings with the Vendor in his/her capacity as UN staff member within the last three years of service with the UN (in accordance with UN post-employment restrictions published in ST/SGB/2006/15).
- F. Your company undertakes not to engage in proscribed practices (including but not limited to: corruption, fraud, coercion, collusion, obstruction, or any other unethical practice), with the UN or any other party, and to conduct business in a manner that averts any financial, operational, reputational or other undue risk to the UN.

For Registered Vendors: Vendors already registered at the UN Global Marketplace with the UN Secretariat must ensure that the information and documentation (e.g. financial statements, address, contact name, etc.) provided in connection with their registration are up to date in UNGM. Please verify and ensure that your company is registered under its full legal name.

For Vendors Interested in Registration: Vendors not yet registered should apply for registration on the United Nations Global Marketplace (<http://www.ungm.org>); information on the registration process can be found at <https://www.un.org/Depts/ptd/vendors>. Vendors must complete the registration process prior to the closing date of the REOI. Vendors who have not completed the UNGM registration process with the UN Secretariat before the closing date of the REOI are not considered eligible to participate in solicitations of the UN Secretariat. We strongly recommend all companies to register at least at Level 1 under the UN Secretariat prior to participating in any solicitations.

IMPORTANT NOTICE: Any false, incomplete or defective vendor registration may result in the rejection of the application or cancellation of an already existing registration.

2) EOI Process

Vendors interested in participating in the planned solicitation process should forward their expression of interest (EOI) to United Nations Procurement Division (UNPD) by the closing date set forth in this EOI. *Due to the high volume of communications UNPD is not in a position to issue confirmation of receipt of EOIs.*

Please note that no further details of the planned solicitation can be made available to the vendors prior to issuance of the solicitation documents.

This EOI is issued subject to the conditions contained in the EOI introductory page available at <https://www.un.org/Depts/ptd/eoi>.

