



ZAMBIA RAILWAYS LIMITED

REQUEST FOR PROPOSALS RFP No. ZRL/TEN/MPS/006/2016 GRATUITY INSUARANCE

PREBID MEETING QUESTION AND ANSWER (Q &A) SESSION HELD ON THURSDAY 10TH NOVEMBER 2016

S/N	QUESTION HEADER	BIDDERS QUESTION	ZRL REPONSE
1	Cover of insurance scheme	Considering that Insurance only covers when a person dies before the tenure, is this tender for Gratuity or Insurance?	This tender is for gratuity and retirement. Refer to Corrigendum 1 for RFP No. ZRL/TEN/MPS/006/2016 GRATUITY INSURANCE SCHEME
2	Gratuity pay out	In the case of termination of employment how will Gratuity be paid out?	Zambia Railways Limited has both contractual and pensionable employees. In case of termination of contract, gratuity will be paid on a pro-rata basis
3	Re-insurance and Joint Venture	Does the tender allow for re-insurance or Joint Venture (JV)?	The requirement for re-insurance has been dropped (Refer to Corrigendum 1 for RFP No. ZRL/TEN/MPS/006/2016 GRATUITY INSURANCE SCHEME). Eligible bidders are allowed to submit bids as a joint venture. Bidders can also refer to Section 2 ,Instructions to Consultant of the RFP ZRL/TEN/MPS/006/2016 which clearly explains how to submit a bid as a JV
4	Experience of re-insurance	Can ZRL reconsider the requirement of the re-insurer's experience in providing insurance since they are only providing financial back up for the bidder	The requirement for re-insurance has been dropped (Refer to Corrigendum 1 for RFP No. ZRL/TEN/MPS/006/2016 GRATUITY INSURANCE SCHEME)
5	Employees on permanent and pensionable employment and contract basis	The bidders requested to know how many personnel are on permanent and pensionable employment and those on contract.	Staff data has been provided in Corrigendum 1 for RFP No. ZRL/TEN/MPS/006/2016 GRATUITY INSURANCE SCHEME
6	Contract duration of employees on contract	The bidders also requested for ZRL to provide them with data on the employees on contract, the duration of the contract and how many months or years are left for its duration.	Staff data has been provided in Corrigendum 1 for RFP No. ZRL/TEN/MPS/006/2016 GRATUITY INSURANCE SCHEME

7	Joint Venture	<p>We are an asset management firm and our core business is investing funds such as pension funds, gratuity funds, Retirement benefits and mutual fund investments on behalf of our clients. In your RFP you require a firm that has an insurance licence to manage this fund and we decided to partner with our sister company whose core business is life assurance to assist us meet that requirement. Unfortunately our sister company has advised that they cannot undertake this kind of a policy because it is typically not insurance, insurance works in circumstances of an unforeseen event e.g. death, accident</p>	<p>You can submit a bid as a Fund Manager but you must attach a valid certificate or license which has been issued by the Pensions and Insurance Authority (Refer to Corrigendum 1 for RFP No. ZRL/TEN/MPS/006/2016 GRATUITY INSURANCE SCHEME).</p>
8	Submission of bid as a pension fund or insurance company	<p>In the event that we fail to go into a joint venture with an insurer, is it possible for us to submit a bid with a focus on investment and administration of the gratuity & retirement scheme only</p>	Yes