



Actuarial Research Centre

Institute and Faculty
of Actuaries

Request for Tender

Research project:

An analysis of diabetes mortality and morbidity risk

This research project is supported by:



PartnerRe



Proposal deadline: 12.00 BST on Monday 27 July 2020

CONTENTS

1	INTRODUCTION	3
2	RESEARCH PROJECT PROPOSAL.....	3
3	SERVICE SPECIFICATION.....	7
4	TENDER INFORMATION	8
5	TENDER EVALUATION CRITERIA.....	11
6	COMPLETION AND SUBMISSION REQUIREMENTS	11
	APPENDICES	13

1. INTRODUCTION

This important research project is being commissioned by the Institute and Faculty of Actuaries' (IFoA) Actuarial Research Centre (ARC), supported by Pacific Life Re, PartnerRe, Swiss Re and Zurich Insurance Group. Independent academic guidance for this research project is being provided by Professor Les Mayhew from Cass Business School, City, University of London. A brief introduction to each of these organisations is provided in appendix 1.

2. RESEARCH PROJECT PROPOSAL

2.1 Background

The last decade has seen significant advances in treatments for Type 2 diabetes, with evidence of two different drugs delivering benefits in glycaemic control for some patients. The long-term impact of these drugs has yet to be fully appreciated, as currently available risk estimates are derived from data that is more than ten years old, where the results were used to inform medical practitioners. The insurance industry underwrites customers with diabetes based on a range of factors, medical expertise and various medical studies. It is hoped that the research undertaken in this project will help the insurance industry appreciate and use current data and studies when considering diabetic risks, and ultimately could support individuals with diabetes to gain better access to insurance.

The IFoA's [Diabetes Working Party](#) (WP) recently undertook a literature review¹ focussing on mortality risk associated with Type 1 and Type 2 diabetes. It identified a need to undertake further research in this area and gained support from the organisations detailed in appendix 1, to commission this important project.

2.2 Objectives of the research

The overarching aim of the research project will be to develop a deeper understanding of the risks associated with a diagnosis of Type 1 or Type 2 diabetes and the impact of recent improved treatments. Specifically:

- I. To understand the increased risk of medical complications, including the impact of behavioural and/or modifiable risk factors and implications for chronic conditions later in life.
- II. To understand the information available to insurance underwriters and how this is used to underwrite this risk.
- III. Gain insights from data by considering advanced data analytic techniques to understand relative risk factors.
- IV. To produce mortality tables at a granular level for lives with and without diabetes (inclusive of all age ranges).
- V. To produce morbidity tables at a granular level for inceptions of diabetes.

At this stage, the geographical scope for this research project is limited to the UK. However, the IFoA and its partners recognise that there may be opportunities to extend the research to other geographical regions at a later date, and that this first phase of research could provide some insight on potential trends beyond the UK.

The IFoA has set up a project Steering Group, including representation from the partner organisations, to oversee the delivery and quality assurance of the project.

¹ Literature review available on request.

2.3 Details of proposed research

The broad deliverables are outlined below. However, the exact scope and detailed deliverables of the project will be agreed between the selected research team and the project Steering Group on award of the contract. It is anticipated that the deliverables may not be delivered in the following order, but that the selected research team will work through them as is appropriate to their methodology.

Deliverable 1. Relative Risk Factors

This deliverable would be to provide an understanding of the underlying drivers of the mortality and incidence of Type 1 and Type 2 diabetes. This will enable a deeper understanding to be gained of mortality and incidence of diabetes, by analysing the factors at a granular level that influence mortality and incidence.

The risk factors (in addition to age, gender and smoker status) that are drivers for higher levels of mortality and inceptions could cover the following non-exhaustive list:

- HbA1c (maximum, average and variable range of blood glucose levels)
- Duration since inception of diabetes
- Systolic blood pressure
- Cholesterol (HDL)
- Weight/build
- Alcohol
- Types of treatment
- Activity (if included)
- Any other key risk factor (e.g. calcium scoring, family history of heart disease)

Deliverable 2. Interaction between the risk factors – mortality and inceptions

The research would then explore the interaction between the risk factors identified in deliverable 1. For example, a higher HbA1c may be found to have a strong correlation with weight. The expectation for deliverable 2 would be to gain an understanding of how any of the known variables that drive risk, such as body weight, abnormal blood profiles etc., interact in terms of their individual and cumulative impact, and any adjustments that may need to be made to reflect that interaction.

Deliverable 3. Mortality and Morbidity Base Levels

This deliverable would undertake analysis of data to establish mortality (μ), incidence (σ) and recovery (ρ) rates along with prevalence of people with pre-diabetes, Type 1 diabetes and Type 2 diabetes, as illustrated in figures 1 and 2.

Figure 1: Transitions for Type 1 diabetes

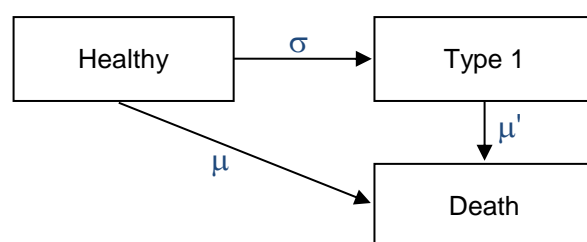
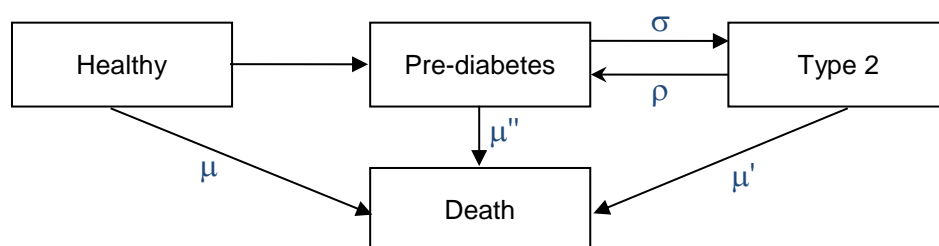


Figure 2: Transitions for Type 2 diabetes



It is hoped that a summary of data, mortality, morbidity prevalence tables, by single year of age and sex can be established for the following groups:

Healthy lives (excluding Type 1, Type 2 and lives that would be rated in an insurance context)

- An understanding of mortality at a base level (i.e. healthy lives) so that comparisons can be made against lives with Type 1 or Type 2 diabetes, or those at risk of diabetes (Pre-diabetes).
- Mortality tables by age, gender, smoker status and socio-economic group.

Lives at risk of diabetes (Pre-diabetes 2)

- An understanding of mortality and incidence of Type 2 diabetes for those lives at risk of diabetes (pre-diabetes).
- Incidence tables by age, gender, smoker status and socio-economic group.
- Mortality tables by age, gender, smoker status and socio-economic group.
- Prevalence tables, as well as co-prevalence tables with diabetes and one or more other defined long-term conditions. Prevalence tables of the 'at risk' lives split by age, gender, smoker status and socio-economic group.
- Incidence rates for healthy lives at risk of diabetes, if possible.

Diabetic (Type 1 and Type 2)

- An understanding of mortality and incidence of those with Type 1 diabetes and Type 2 diabetes.
- For Type 1 and Type 2 diabetes separately:
 - Mortality tables by age, gender, smoker status and socio-economic group;
 - Prevalence table of the 'at risk' lives split by age, gender, smoker status and socio-economic group.

Diabetic Type 2 recoveries

- An understanding of the recovery of Type 2 into remission e.g. to pre-diabetes.
- A table of recovery rates split by age, gender, smoker status and socio-economic group.

Summary table

A table highlighting data completeness in areas, where the data used to drive the base morbidity rates is uncertain in quality or where there aren't material volumes of reliable data.

Deliverable 4. Cause of death or cause of disability

To provide a split of the mortality rate by cause of death. This is to enable understanding of the main causes of death for a life with diabetes (Type 1 or Type 2). The research will also aim to investigate chronic conditions present prior to death.

Deliverable 5. Trend in diabetes over time

To examine trends in experience over the past 10 years using publicly available data, which could help envisage what might happen in the future. This could include:

- How prevalence of non-diabetes and pre-diabetes has changed
- How overall Type 1 and Type 2 mortality and inceptions has changed
- How the relative risk factors have trended
- How the overall Type 1 and Type 2 prevalence has changed
- How the causes of death from Type 1 and Type 2 have changed

Please note, however, that future projections of trends is not in scope for this project.

2.4 Data sources

In order to carry out this analysis, relevant medical databases such as those from the Clinical Practice Research Datalink (CPRD), Royal College of General Practitioners (RCGP), Royal Society of Chemistry (RSC), The Health Improvement Network (THIN) and UK Biobank should be considered. The risk engine UK Prospective Diabetes Study – Outcomes Model 2 (UKPDS OM2) could also be considered as part of this research.

A third-party research team who has the prerequisite licenses and expertise in these types of data sources is best placed to carry out this research on behalf of the sponsoring organisations.

Tendering parties are also encouraged to indicate if they have access to data that could be used to understand the impact of COVID-19 on people with diabetes, recognising that the pandemic is ongoing at the time of writing.

2.5 Existing research

The IFoA's Diabetes WP carried out a comprehensive literature review focusing on mortality risk associated with diabetes Type 1 and Type 2. The Diabetes WP has also reviewed current risk tools that can be sourced through a license. The WP has reviewed 1) UKPDS risk engine and outcome model; 2) [Qrisk2-2017 risk calculator](#); 3) [US BRAVO](#). This literature review can be made available on request.

2.6 Expected research outcomes

The research findings are expected to help inform industry stakeholders working in protection, product development and longevity, as well as decision-makers in public policy.

In improving understanding of the underlying risk, there is the potential to provide an evidence base for diabetes risk score engines used by insurers, leading to more refined underwriting decisions. In turn, this could facilitate:

- Greater access to life insurance products for lives with diabetes

- More appropriate product pricing for lives with diabetes
- Improved identification of relevant risks and transparency in the underwriting process
- Helping to inform the Access to Insurance Working Group of the UK Department of Work and Pensions (DWP)
- Helping to inform other organisations seeking to reduce the prevalence and impact of diabetes, such as Diabetes UK commenting on the UK Government Green Paper “Advancing our health: prevention in the 2020s” and the wider public debate on ‘prevention is better than cure’
- In order to make baseline outputs available for use in future research associated with seasonal factors/infectious outbreaks.

2.7 Funding

Funding of up to £60,000 has been made available for this research project.

3 SERVICE SPECIFICATION

3.1 Scope of work and deliverables

The project Steering Group is seeking to appoint an organisation to undertake the research set out under section 2. The successful organisation will:

- Liaise with the project Steering Group on the design and planning of the research
- Deliver research outputs in line with the project’s objectives and timeline
- Provide monitoring and progress reports in line with the contractual arrangements
- Highlight any threats to, or opportunities for, the project

3.2 Suggested timetable

It is hoped that the research contract can be awarded towards the end of August 2020, with a target completion date to be mutually agreed by the tenderer and the project Steering Group.

Deliverable	Date
Deadline for submission of proposals	Monday 27 July
Award of contract(s)	Friday 21 August
Confirmation of research approach and methods	Monday 7 September
Research commences	Tuesday 8 September
Research outputs delivered to project Steering Group	TBC

3.3 Supervision of the project

The project will be supervised by the IFoA Executive, working closely with the Chair and other members of the project Steering Group to ensure the objectives and outputs of the project are delivered in a timely fashion and to a high quality. A Research Project Manager has been assigned to oversee the project. The Project Manager will work closely with the successful research organisation to ensure the project deliverables are achieved, and to address any issues arising.

The research organisation will provide the Project Manager with regular updates on the project. Reporting methods will be agreed by the research organisation, project Steering Group and Project Manager. The research organisation is expected to attend the relevant project meetings. The project kick-off and closure meetings are mandatory. The project Steering Group will ensure quality assurance of research outputs and closely monitor the progress of the research to ensure that it aligns to expectations. The project Steering Group members will act as a practitioner sounding board for the research team providing suggestions on where additional practitioners' input may be required. The project Steering Group will monitor and mitigate any potential risks or issues for the project, agree any changes to the scope or direction of the project as the research emerges and identify and maximise impact opportunities for the project's research outputs. The project Steering Group expect the agreed reporting methods to describe progress, results and limitations of the results.

4 TENDER INFORMATION

4.1 Notice to Tenderers

This Request is being made available to Tenderers for their sole use and for purpose of assisting a Tenderer to prepare and submit a Tender to the IFoA (on behalf of the project Steering Group) in accordance with the requirements of this Request. It has been made available on the condition that it is used only in connection with the Project and for no other purpose.

Whilst prepared in good faith, this Request is intended only as preliminary background explanation of the Project. This Request does not purport to contain all of the information that a Tenderer may require. Any Tenderer considering tendering to the IFoA should make their own evaluation of the potential opportunity.

None of the IFoA nor its advisers or employees:

- Makes any representation or warranty (express or implied) as to the accuracy, reasonableness or completeness of this Request.
- Accept any responsibility for the information contained in this Request or for its fairness, accuracy or completeness.
- Shall be liable for any loss or damage (other than in respect of fraudulent misrepresentation) arising as a result of reliance on such information or any subsequent communication.

Only the express terms of the final agreement (available on request) and other related contractual documents as and when they are executed shall have any contractual effect in connection with the Project. It should, however, be noted that this paragraph does not apply to paragraphs 4.2.3, 4.2.5 and 4.2.7 of this Request which shall have contractual effect.

4.2 Conditions of tendering

4.2.1 Right to cancel or vary the Process

The IFoA reserves the right to:

- Cancel, abandon and/or withdraw from the contract opportunity and procurement process at any time and, therefore, not proceed with this Project or award the Agreement or any other contract connected to the Project; and/or
- Require you to clarify your Tender in writing and/or provide additional information as the IFoA may reasonably require; and/or
- Amend the terms and conditions of the tender process.

The IFoA reserves the right to issue supplementary documentation at any time during the tender process. All such further documentation issued by the IFoA shall supersede any part of the Request to the extent indicated.

The IFoA is in no way committed to accepting any Tender.

4.2.2 Right to reject and/or disqualify

The IFoA reserves the right not to consider your Tender for acceptance where:

- The Tender is submitted late, is completed incorrectly, is incomplete or fails to meet the IFoA's Submission Requirements; and/or
- There is a change in identity, control, financial standing or other factor affecting you; and/or
- The IFoA becomes aware that you have fixed or adjusted your prices or rates in agreement with any other person, communicated to any person the amount or approximate amount of your price (except where disclosure is made in confidence to obtain quotations for the preparation of your Tender) or that the information provided by you in your Tender is intentionally or unintentionally false, misleading or incorrect.

4.2.3 Costs and Expenses

You are solely responsible for your costs and expenses incurred in connection with the tender process, preparation and submission of your Tender, conduct of any subsequent clarification or any other aspect of this tender process.

4.2.4 Conflicts of Interest

The IFoA wishes to avoid or reconcile any conflicts of interest which may compromise its obligations to conduct an open and transparent competitive process. You must, therefore, ensure that participation in the tender process does not in any way compromise the IFoA objectives in this regard.

If in doubt, the IFoA will ask that you declare potential conflicts of interest as soon as possible and inform the IFoA of the measures it intends to put in place to avoid or reconcile it occurring.

The IFoA will seek to agree any measures that are necessary to avoid or reconcile any conflict of interest or potential conflict of interest. In the event that an agreement cannot be reached, you may have to withdraw from the tender process.

4.2.5 Confidentiality

The content of Tenders, or any other information provided by Tenderers in the course of tendering for this Project, or in the course of their subsequent appointment, may be disclosed by the IFoA and/or the Project Sponsors to its or their employees, volunteers, working groups, committees, professional advisers or other regulatory bodies.

4.2.6 Canvassing and Collusion

Except as provided in the Request or in response to a query, you shall not approach employees of the IFoA or members of the project Steering Group with a view to providing information or clarification in respect of any part of your tender or proposals or attempting to support or enhance your prospects of being appointed as successful Tenderer.

Please sign and return with your Tender the Non-canvassing Certificate (appendix 3) and the Anti-collusion Certificate (appendix 4).

4.2.7 Publicity

There must be no publicity by you regarding the Project or the future award of any agreement unless the IFoA and Project Sponsors have given express written consent to the relevant publicity.

4.2.8 Conditions of Contract

The main contractual terms include the following:

Standard of care

The IFoA requires that all works and activities to be undertaken with due care and attention notwithstanding that research may be exploratory or uncertain. In that respect, depending on the proposed use of the research, we do not usually look for guarantees or warranties as to what certain outcomes will be able to do but we do need care to be taken whilst the work is being undertaken.

Outputs

The expected outputs known at the time of applying for tender will be included in the agreement. The payment of invoices will be linked to the satisfactory completion of outputs. The expectation is that outputs will be placed in the public domain and through channels agreed in advance with the project Steering Group.

Intellectual property

Any and all Intellectual Property in the Background shall belong to the party owning it.

The successful Tenderer shall assign all Intellectual Property rights in the Research and the Results, with full title guarantee, to the IFoA.

The successful Tenderer shall do all things and sign all documents or instruments reasonably necessary to enable the IFoA to obtain, defend and enforce their rights in the Research and the Results.

The successful Tenderer shall ensure that any existing or future moral rights have been waived.

Publicity

All media releases, public announcements and public disclosures by the researchers relating to the Project, including promotional or marketing material, is subject to approval by the IFoA and the Project Sponsors prior to release.

The full draft agreement is available on request from the Research Project Manager, Vanessa Bennett (vanessa.bennett@actuaries.org.uk)

4.2.9 Sub-contracting

Please set out in your Tender if you intend to use sub-contractors to deliver the Project. You shall be fully responsible for all sub-contractors and must ensure all relevant terms and conditions are applied within any relevant sub-contract.

4.2.10 Jurisdiction and Governing Law

The laws of England and Wales shall be applicable to the Request. The courts of England and Wales shall have exclusive jurisdiction in relation to any disputes arising from the Request.

5 TENDER EVALUATION CRITERIA

5.1 Evaluation procedure

The contract shall be awarded on the basis of quality and value for money. As a guide only, the IFoA and Project Sponsors intend to evaluate Tenders on the basis of the criteria set out below, but reserves the right to evaluate and award the contract as they see fit.

In relation to quality, Tenderers will be assessed on the following criteria:

- Expertise of researchers conducting the research and their understanding of the subject matter and related issues
- Capability of the researchers to identify, access and utilise appropriate data and information
- Added value, for example, in terms of insight and analysis and experience with similar projects
- Ability to work to project timescales
- Quality of the submitted tender document by Tender

In relation to price, there will be an assessment comparing the different Tenderers. Tenderers must clearly demonstrate their breakdown of costs. Please see appendix 2.

5.2 Short Listing

Tenders may be short listed and invited to discuss their proposal with the IFoA and/or the project Steering Group.

5.3 Outcome

If a successful Tenderer is selected, the IFoA will notify the successful Tenderer of the outcome and shall start any relevant contract negotiations.

6 COMPLETION AND SUBMISSION REQUIREMENTS

6.1 Clarifications

Any questions about the project or the terms of this Request should be submitted to Vanessa Bennett, Research Project Manager (vanessa.bennett@actuaries.org.uk), who will aim to respond within one working day.

You may be required by the IFoA to provide additional information supplementing or clarifying your Tender in order for the project Steering Group to evaluate Tenders. If so required, Tenderers are normally asked to respond within 5 working days of a request. Failure to respond to any request may result in you not being appointed as the successful Tenderer.

6.2 Content of Tender

The Tender must consist of the following:

- Quotation to provide the service
- Non-canvassing certificate (appendix 3)
- Anti-collusion certificate (appendix 4)

6.3 Submission of Tenders

Tenders should be returned electronically to arc@actuaries.org.uk and no later than **12.00 BST on Monday 27 July 2020**.

The Tender must be clear, concise and formatted as follows:

- Language: English
- Financial: all financial information or data forming part of any Tender must be submitted in or converted to pounds sterling, inclusive of VAT.
- Signed by an authorised signatory for your organisation. In submitting a Tender it is assumed by the IFoA that the signatory is so authorised.

Any Tender received after the Tender Return Date may not be considered by the IFoA.

Appendix 1 - Introduction to Research Project's Commissioning Partners

Institute and Faculty of Actuaries

The Institute and Faculty of Actuaries (IFoA) is a professional body representing and regulating over 32,000 members around the world. Actuaries provide commercial, financial and prudential advice on the management of assets and liabilities – particularly where long-term management and planning are critical factors. Under its Royal Charter, the IFoA has a public interest duty. Part of this duty is fulfilled through the development of research outputs that are relevant to actuarial practitioners, policymakers and other stakeholders around the world.

The IFoA places the advancement of actuarial science at the heart of its activities by commissioning and funding research, through its Actuarial Research Centre (ARC). The ARC is the IFoA's global network of actuarial researchers. Working collaboratively with practitioners, industry and other actuarial bodies, the ARC delivers industry-relevant, cutting edge research programmes that advance actuarial science as a subject, support industry practitioners, and help inform evidence-based public policy development.

Pacific Life Re

We are a global reinsurance company, working with clients in Europe, Asia, Australia and North America, specialising in risks associated with Life, Critical Illness, Income Protection, Hospital Cash and Longevity products.

Our global team, comprised of the best minds in the industry, is not afraid to disrupt and challenge industry thinking. In Europe, our two key areas of expertise are Protection and Longevity, where we work closely with our clients to tailor propositions specifically to the needs of the end customer. We take pride in our approach to providing the best products and services possible to our clients, through our use of cutting-edge technology and our knowledge and experience of the industry.

PartnerRe

At PartnerRe, we believe that you can go further and do more when you have a trusted risk-discussion partner on your team, a partner who can look at your business from both a technical and holistic perspective in a way that uncovers new opportunities.

As a global, diversified reinsurer, we can help you to step up to any challenge. As a reinsurance-focused player, we truly serve our clients, rather than compete with them. We take the time to listen so that we can understand your challenges in order to build mutually beneficial partnerships – the winning ingredient for success in today's market.

PartnerRe Life can help optimize your reinsurance arrangement through enhanced risk transfer solutions, without increased costs. We use our financial strength, sophisticated risk assessment and disciplined risk-management framework to support your risk, expand your product range and enable you to access new business – while always fulfilling our principal promise: the certainty of claim payment.

Our nimble size and streamlined structure give us the flexibility to create the right solutions for your needs, quickly and with transparent decision-making. Our multi-lingual teams consist of professionals with long-standing experience in the pricing and risk assessment of life business for worldwide markets across a broad offering

Swiss Re

The Swiss Re Group is one of the world's leading providers of reinsurance, insurance and other forms of insurance-based risk transfer. Swiss Re applies fresh perspectives, knowledge and capital to anticipate and manage risk, enabling the company to create smarter solutions for their clients, helping the world rebuild, renew and move forward. Today 75% of insurance risks – from natural catastrophes and climate change, to ageing populations and cybercrime – remain uninsured. Swiss Re aims to change that.

Headquartered in Zurich, Switzerland, where it was founded in 1863, the Swiss Re Group operates through a network of around 80 offices globally. Our approximately 14,500 employees provide a wide range of technical expertise, enabling us to develop unique solutions and drive growth. Swiss Re is organised into three Business Units, each with a distinct strategy and set of objectives contributing to the Group's overall mission.

Zurich Insurance Group

Zurich Insurance Group (Zurich) is a leading multi-line insurer that serves its customers in global and local markets. With about 55,000 employees, it provides a wide range of property and casualty, and life insurance products and services in more than 215 countries and territories. Zurich's customers include individuals, small businesses, and mid-sized and large companies, as well as multinational corporations. The Group is headquartered in Zurich, Switzerland, where it was founded in 1872. The holding company, Zurich Insurance Group Ltd (ZURN), is listed on the SIX Swiss Exchange and has a level I American Depositary Receipt (ZURVY) program, which is traded over-the-counter on OTCQX.

Zurich is working to become the UK's leading provider of financial services, giving you customer service you've never experienced before. Zurich is committed to 'doing the right thing, in the right way and for the right reason' for you, our employees and the communities we work in.

Independent academic guidance

Cass Business School

Cass is unique among UK business schools in having a major Actuarial Science & Insurance research group whose members are internationally renowned academics. The Faculty comprises 29 staff, including 13 qualified actuaries involved in the teaching of undergraduate and postgraduate degrees covering a large proportion of the professional actuarial qualifications. It makes use of its position close to the heart of the City of London to enhance its research, teaching and external profile. Its research considers a range of theoretical and applied issues in pensions, life and general insurance, and health care. Particular areas of research include insurance solvency, mortality and longevity modelling, risk management, and the funding of social care.

Appendix 2 - Cost Structure and Proposal for delivery of the Project

a) Cost structure

Please provide a breakdown of the expected costs incurred for the project, including VAT.

b) Content and quality

Please use the following information as a guide when submitting your proposal for the delivery of the project.

Organisation	<ul style="list-style-type: none">• Provide a profile of your organisation.• Include the location of the allocated researchers.
Researchers	<ul style="list-style-type: none">• Provide evidence of the experience of the researchers conducting the research.• Provide evidence of researchers' understanding of the subject matter and related issues.• Include a structure chart of the research team planned for deployment on this project, indicating their level and line of reporting.• Include relevant senior researcher CVs.
Added value	<ul style="list-style-type: none">• Provide examples of similar projects worked on in the past.• How will your organisation add value to the current plans for this project?• Provide details of how you would plan to analyse the data.• Provide details of the deliverables your organisation would expect to provide e.g. executive summaries, reports, presentations etc.• Provide details of how the work will be quality assured.
Ability to work to project timescales	<ul style="list-style-type: none">• Provide draft project plan.• Provide estimate of the time required and/or any issues foreseen with the timelines outlined in Section 3.2.• In light of COVID-19, to what extent do you foresee social distancing / self-isolation impacting on your proposed timescales.• Outline the assumptions you have considered, regarding COVID-19, when setting your proposed timescales.

Appendix 3 - Non-Canvassing Certificate

This certificate is required to be signed by the Tenderer (or each member of the consortium team if applicable) and returned to the IFoA with the Tender.

Name of Tenderer

.....

I/we* hereby undertake that I/we* have not canvassed or solicited, nor will in the future, canvas or solicit the IFoA or any officer or employee thereof in connection with the award of this Tender and that the persons employed by me/us* acting on my/our* behalf have not nor will not do any such act.

In this certificate, the word “person” includes any persons and any body or association, corporate or unincorporated and “agreement” or “arrangement” include any such transaction, whether formal or informal, legally binding or not.

Signature of authorised officer of the Tenderer:

.....

Name

Organisation

.....

.....

Date

.....

* Delete as appropriate

Appendix 4 - Anti-Collusion Certificate

1. We certify that this Tender is made in good faith, and that we have not fixed or adjusted the amount of Tender by, under or in accordance with any agreement or arrangement with any other person. We also certify that we have not and we undertake that we will not, before the award of any Agreement for the Project:

(a). communicate to any person other than the IFoA or a person duly authorised by them on their behalf the amount or appropriate amount of the Tender or proposed Tender, except where disclosure, in confidence, of the approximate amount of the Tender was necessary to obtain insurance premium quotations required for the preparation of the Tender;

(b). enter into any agreement or arrangement with any person that they shall refrain from participating in tendering for the Project, that they shall withdraw any Tender once offered to vary the amount of any Tender to be submitted to the IFoA

(c). pay, give or offer to pay or give any sum of money or other valuable consideration directly or indirectly to any person or doing or having done or causing or having cause to be done in relation to any other Tender or proposed submission for the Project, any act of thing of the sort described above.

2. We further certify that the principles described above have been, or will be, brought to the attention of all suppliers and associated companies providing services on materials connected with the Tender (if so applicable) and any contract entered into with such suppliers or associated companies shall be made on the basis of compliance with the above principles by all parties.

3. In this certificate, the word “person” includes any persons or any body or association, corporate or unincorporated; “any” means any agreement or arrangement; “arrangement” includes any transaction, formal or informal and whether binding or not; and “the Project” means the Project in relation to which this Tender is made.

Signature of authorised officer of the Tenderer:

.....

Name

Organisation

.....

.....

Date

.....