



परमाणु ऊर्जा शिक्षण संस्था
(परमाणु ऊर्जा विभाग का स्वायत्त निकाय, भारत सरकार)
ATOMIC ENERGY EDUCATION SOCIETY
(An Autonomous Body under Department of Atomic Energy, Govt. of India)
केन्द्रीय कार्यालय, वेस्टर्न सेक्टर, प.ऊ.कें.वि.-6, अणुशक्तिनगर, मुंबई-400094
CENTRAL OFFICE, Western Sector, AECS-6, Anushaktinagar, Mumbai-400094

AEES/ACCTS/PF/EOI/IA/2022-23/

Date : 2nd Dec 2022

**Sub: Inviting Expression of Interest (EOI) for appointment of Investment Adviser for
AEES Employees Provident Fund**

1. ATOMIC ENERGY EDUCATION SOCIETY having its office at A wing, AECS-6 Mumbai, Western Sector, Anushaktinagar, Mumbai-400094 invites expression of Interest (EOI) in sealed cover as per the Annexure-1 latest by 1600 hrs (IST) on **23rd December 2022**.
2. AEES Employees Provident Fund has been set up by AEES Mumbai, an autonomous body under Department of Atomic Energy for the custody, control and management of Provident fund contributions of its employees received and withdrawal made as per statutory provisions and rules in this regard. The fund was set up on 5th September 1986 under Provident Fund Act 1925. The fund has a corpus of Rs.123 Crore as on 31st March 2022.
3. Expression of Interest (EOI) from interested parties/bidders for empanelment as Investment Adviser for Atomic Energy Education Society Employees' Provident Fund as per the scope of work given in Annexure-II initially for a period of one year and further extendable based on performance and agreed terms and conditions.
4. Interested parties may submit their EOI as per Technical criteria given in Annexure-I along with supporting documents in one sealed envelope clearly super scribing on top of the envelope "EXPRESSION OF INTEREST (EOI) FOR APPOINTMENT OF INVESTMENT ADVISOR FOR AEES EMPLOYEES PROVIDENT FUND". FINANCIAL BID AS PER THE ANNEXURE III IN A SEPARATE SEALED ENVELOP.
5. Name of your organization, full address for correspondence and contact number shall be clearly mentioned on the envelope and submitted to :- **Secretary, AEES, AECS-6, A wing, Western Sector, Anushaktinagar, Mumbai-400094.**

6. EOI not received in AEES office by its due date and time shall be rejected.
7. Interested Parties shall furnish the necessary documents along with EOI Annexure I (Prescribed) to establish Firm's conformity to the eligibility criteria requirements as mentioned in EOI document.
8. Submission of authenticated and duly signed documents is the prime responsibility of the bidder.
9. Wherever AEES Employees Provident Fund has concern or apprehension regarding the authenticity/correctness of any document, AEES reserves the rights of getting the document cross verified from the document issuing authority.
10. AEES shall not be responsible for any cost or expenses incurred by the Interested Party in connection with the preparation or delivery of EOI, including cost and expenses related with visit to AEES.
11. AEES reserves the right to reject any or all EOI without assigning any reason whatsoever and to annul the EOI at any given time without any financial liability.
12. Any modification of EOI document (including amendments, due date extension, etc) which becomes necessary at any point of the time shall be sent to all the interested parties who have submitted their EOI.
13. Interested party who are qualifying in pre-eligibility criteria (Technical) given in Annexure I shall collect the bid documents from AAO (PF) during the working hours on week days.
14. Further Clarification, if any can be obtained from Senior Accounts Officer, AEES through Telephone 022-25506658 and through email: pf@aees.gov.in

Encl : As above

To


(P Goverdhan)
Secretary, AEES



**Pre eligibility criteria for issue of Bid Documents of Investment Adviser for Management of
Provident Fund Contribution of AEES (Employees):**

1	Bidder Firm must have a SEBI Registration Certificate as "Investment Adviser" issued prior to 31 December 2022 .	
2	Net worth of Firm shall be minimum Rs.250 Crores as of 31st March 2022	
3	Firm must be registered under Companies Registration Act.	
4	Investment advisory services provided to minimum 10 firms as on date of submission of bid.	
5	Firm must have Assets under Investment Advisory Services of minimum Rs 250 crores .	
6	Firm must have Assets under Equity portfolio Management services of minimum Rs.250 crores	
7	Firm must have Minimum five member's team under Advisory team who have qualified Level 1 and Level 2 NISM Series Certification	
8	Team members shall have minimum 5 years' experience for management of preferably Provident Fund contribution as on date of submission of bid.	
9	Firm shall have minimum A+ rating from CRISIL,ICRA or BRICS	
10	Firm shall have Minimum 3 Remarkable honors which are achieved by firm for last five years.	
11	Firm shall submit minimum Rs.5 lakh performance bond in the form of Fixed Deposit in the name of AEES(E) Provident Fund A/c on receipt of confirmatory order	
12	Firm shall have PAN, Service Tax Registration Number and GST Registration Number.	

13	The interested party should have a fully functional office at Mumbai/Navi Mumbai- Address proof such as Telephone/Electricity bill shall be provided.	
14	Bidder should not have been barred or failed to honor any commitment related to capital market activities by SEBI or any organisation/PSU where services provided in past.	
15	The Directors and their personnel of the bidder should not have been found guilty of moral turpitude or convicted of any economic offence or violation of any financial sector laws.	
16	Force Majeure. The Investment Adviser shall not be liable for delays or errors occurring by reason of circumstances beyond its control, including but not limited to acts of civil or military authority, national emergencies, work stoppages, fire, flood, catastrophe, acts of God, insurrection, war, riot, or failure of communication or power supply. In the event of equipment breakdowns beyond its control, the Advisor shall take reasonable steps to minimize service interruptions but shall have no liability with respect thereto	
17	Maintenance of accounts and confidentiality: Investment Adviser shall be responsible for maintenance of client accounts and data as mandated under the Securities and Exchange Board of India (Investment Advisers) Regulations, 2013.	
18	Termination – This Agreement may be terminated under the following circumstances, namely- (a) Voluntary / mandatory termination by the Investment Adviser. (b) Voluntary / mandatory termination by the AEES. (c) Suspension/Cancellation of registration of Investment Adviser by SEBI.	

	(d) Any other action taken by other regulatory body/ Government authority. In case of a voluntary termination of the agreement, the client would be required to give a 30 days prior written notice while the Investment Adviser would be required to give a 30 days prior written notice. In case of suspension of the certificate of registration of the IA, the client may be provided with the option to terminate the agreement.	
19	Liability of Investment Adviser :- The agreement to clearly state that the Investment Adviser shall not incur any liability by reason of any loss, which a client may suffer by reason of any depletion in the value of the assets under advice, which may result by reason of fluctuation in asset value, or by reason of non-performance or underperformance of the securities/funds or any other market conditions	
20	Miscellaneous :- Each party agrees to perform such further actions and execute such further agreements as are necessary to effectuate the purposes hereof	