



Expression of Interest (EOI)

Registration of Legal Service Providers

Reference No. SIC-EOI-LG-2025-001

5 September 2025

State Insurance Company of Mauritius Ltd | Business Registration No. C07007065

SICOM Building, Sir Célicourt Antelme Street, Port Louis, 11302

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sicom.mu





Introduction

The State Insurance Company of Mauritius Ltd (SICOM) invites Expression of Interest (EOI) from eligible and experienced local law firms or individual legal practitioners to provide **Barrister-at-Law**, **Attorney-at-Law** and **Notary** services to the Group, in accordance with the eligibility criteria and scope of services outlined below, as and when required.

Eligibility Criteria

- i. The Applicant must be duly registered with the Mauritius Bar Association or the Mauritius Law Society or “*La Chambre des Notaires*”, as applicable.
- ii. The Applicant must hold a Law degree or a postgraduate qualification in Law from a recognised university.
- iii. The Applicant must have at least eight (8) years of professional practice experience.
- iv. The Applicant must have previously provided his services as Barrister-at-Law, Attorney-at-Law and/or Notary for entities in the Insurance and/or Financial Services sector in Mauritius during the last eight (8) years.
- v. The Applicant must have sound knowledge of legislation governing Insurance and Financial Services in Mauritius.

The information provided in response to this EOI will be used to place interested law firms or individual practitioners on a database for possible retention of services as dictated by the Group’s operational needs, as and when required.

Scope of Services

The Group’s requires legal practitioners to provide legal services in the following areas, as and when required:

a. Barrister-at-Law

- Represent the Group before all courts, tribunals and quasi-judicial bodies in Mauritius.
- Provide legal opinions and advisory services on litigations, claims, regulatory compliance and insurance-related disputes.
- Advise on dispute resolution strategies, including mediation, arbitration and settlement negotiations.
- Assist in inquiries.
- Assist in recovery actions, enforcement of judgments and defence of claims lodged against the Group.



b. Attorney-at-Law

- Provide legal advice and ensure that the Group's best interests are safeguarded.
- Draft and/or vet contracts, letters, policies and other documents such as fixed/floating charges, mortgage deeds, related deeds, written submissions & other court documents to ensure compliance with Mauritian law and regulatory requirements.
- File, process and follow up cases before courts and tribunals in coordination with Barristers, where applicable.
- Handle debt recovery proceedings, recovery of arrears, enforcement actions and insolvency-related matters on behalf of the Group.
- Advise on employment law, corporate law, property transactions and other operational matters.
- Provide legal services to management regarding compliance with insurance, financial services, and data protection legislation.
- Provide services to liaise with regulators, statutory bodies and external stakeholders on legal matters involving the Group.

c. Notary

- Draft and notarise legal documents such as deeds, notarial instruments, and authentic acts for business operations.
- Manage property transactions, including sales, leases, mortgages, and related real estate matters.
- Register deeds with the Registrar-General and ensure compliance with all statutory filing obligations.
- Certify corporate documents, such as powers of attorney and board resolutions.
- Maintain and safeguard original deeds and notarial records in line with Mauritian legal requirements.
- Advise on notarial aspects of financing, securities, and guarantees, particularly in the insurance and financial services sector.

Information to be Submitted

- Date of incorporation/registration.
- Number of years of professional practice. List of entities where services have been provided, to be submitted.
- Company profile and organizational structure; copies of Certificate of Incorporation, BRN and VAT certificates.
- List of Directors, Shareholders and Partners.
- Name and qualification of senior most staff.
- CVs of key personnel, including qualifications and main areas of expertise.
- Qualifications of practitioner/key staff who will work on the assignments.

Expression of Interest



Submission of Applications

Interested parties should submit the duly completed forms and any required attachments to the following email address: procurement@sicom.mu, with the reference “EOI – Registration of Legal Service Providers-Ref: SIC-EOI-LG-2025-001,” not later than Monday 29 September 2025 at 13h30 (local time).

Late applications shall not be accepted.

SICOM does not hereby bind itself, in any way, to solely restrict, any of its procurement for legal services to the Service Providers listed on its database. Applicants are kindly requested to note that successful applications will remain valid for a minimum period of 2 years.

SICOM reserves the right to accept or reject, either in whole or in part, any interest expressed and to annul the whole Expression of Interest exercise without thereby incurring any liability whatsoever to any participant or any obligation to inform those who have expressed interest of the grounds of its action.