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ANNEXURE B

BID NUMBER: ECS01/23/24
DESCRIPTION: PROVISION OF INTERNAL AUDIT SERVICES FOR 3 YEARS

REFERENCE PERTAINING TO THE INTERNAL AUDIT SERVICES PERFORMANCE

NAME OF BIDDER: _____

A. Please **circle** your answer in the block below:

1.	Did the bidder provide internal audit services for your institution?	YES/NO
2.	Did the bidder complete the agreed scope of work	YES/NO
3.	Did the bidder complete the contract term	YES/NO
4.	Would you recommend the bidder for future appointment	YES/NO

5. What was the duration of the contract? _____

6. Contract Started:_____ Contract Ended:_____

B. Please rate the performance of the abovementioned bidder in relation to the internal audit services the bidder rendered.

Evaluation criteria: 4 = Excellent; 3 = Good; 2 = Fair; 1 = Below Average; 0 = Poor

Please **circle only** one number per response	**E**	**G**	**F**	**BA**	**P**
1. Relationship with management (internal audit as a valued contributor to management)	4	3	2	1	0
2. Audit staff relevance (professionalism and showing knowledge of industry processes)	4	3	2	1	0
3. Audit process and report (feedback on emerging issues during audit)	4	3	2	1	0
Total Score = (points scored on responses given in 1+2+3)					

COMMENTS:

_____ _____
NAME AND SURNAME **SIGNATURE**

_____
CAPACITY

_____
NAME OF INSTITUTION

CONTACT DETAILS: TEL:_____ **E:** _____

INSTITUTION'S STAMP

CELEBRATING 20 YEARS ECSECC 1995 - 2015