

Scope of work for Service Provider to Conduct Independent Forensic Investigation

To investigate various allegations against the management of the provident fund, fund trustees, three officials and an Executive from PRASA. These allegations summary include, but are not limited to:

- Alleged irregularities in the process of transferring provident funds from Company X to Company Y.
- Allegations that some (3) trustees (referred to as Officials 1, 2 and 3) were paid bribes by Company Y to influence the transfer process of provident funds from Company X to Company Y.
- Allegations that the Fund is not paying some beneficiaries, with more than 150 claims outstanding. Only those associated with Officials 1 and 2 are paid and given advances.
- Allegations that the former chairperson of the trustees was removed illegally for questioning the Fund's irregular activities and subsequent attempts to remove the principal officer for doing the same.
- Alleged overpayments to service providers in order to receive kickbacks to trustees. And the influence of Official 4 on these alleged overpayments and ensuring that only service providers aligned with them provide services to the fund.
- Allegations that the responsible Executive purposely appointed trustees who were close to her and supported her perceived ulterior motives.
- Allegation that Official 1 is corrupt and was appointed as a trustee while facing serious charges from Prasa.
- Involvement of Official 1 and the responsible executive in the alleged irregularities in the appointment of a service provider for employee benefits.

NB:

Each service provider to detail the **approach/methodology** to be used for the investigation.

Provide **resources rate** as follows (VAT inclusive in a Table format):

- Partner
- Senior Manager Investigations
- Specialists
- Manager Investigations
- Senior investigator
- Junior Investigator

There must be 2 positive references, not be older than 5 years

Function	Criteria	Weight	1	3	6	8
Service Provider's past experience	Auditing firm's working experience in the public sector, in particular, Forensic investigations indicating the total number of calendar years	50%	Has <1 experience in forensic investigations	Has at least 2 to <5 years of experience in forensic investigations	Has at least 5 to <10 years of experience in forensic investigation	Has at least 10 years or more of experience in forensic investigations
Knowledge and expertise of staff to Forensic services	Team qualification and experience: Bidder must submit a Brief profile per resource as per the resource requirement key personnel (Maximum of 6) that they intended to allocate for this project. The Profile must demonstrate relevant qualifications, skills, expertise and experience. The right is reserved to verify the authenticity of the information provided	50%	Inadequate capacity and experience to fulfil the requirements of the scope. Personnel have 1 to 2 years of experience in this field	Adequate capacity and experience to fulfil the requirements of the scope. Personnel have an average of 3 to 5 years of experience in this field	Adequate capacity and experience to fulfil the requirements of the scope. Personnel have an average of 10-15 years of experience in this field	Extensive capacity and experience to fulfil the requirements of the scope. Personnel have average > 15 years of experience in this field