

SPECIFICATION

1. SCOPE OF WORK

The successful bidder should be in a possession of registered Chartered Accountant or Audit firm **(Internal or External audit firm)** to provide Senior Internal Auditors who will assist with the completion of the 2023/24 CEF group annual audit plan.

Below are the resources requirements:

- B.com Internal Auditing/ Accounting coupled with B.com Honors/ Postgraduate Diploma in Internal Auditing/ Accounting.
- The resources should have more than 6 years of experience in conducting risk based internal audits at a senior level, preferably from the **State-Owned Entities**.
- The resources should have a valid IIA membership.
- Qualified CIA and CA (preferable from resources)

NB: The required Senior Auditors will be based at the CEF head office (Sandton) for the duration of the project.

1.1 Internal Audit Experience

The proposed candidates must have experience in conducting the following audits.

- Financial Audits **(including annual financial statements review)**
- Predetermined objectives
- Compliance Audits

1.2 Price Methodology

The bidders are requested to provide the commercial/financial proposal base on fixed hours stipulated below NB (1 day is equal to 7.5 hours).

Items	QTY	Rate/hr	Hours	Total Amount
Senior Internal Auditors	3	R	1500	R
Disbursements				R
Total excl vat				R
Vat				R
Total Inc Vat				R

2. Evaluation criteria

The evaluation will comprise of the following:

2.2 PHASE 1: MANDATORY EVALUATION CRITERIA

Mandatory requirement	Comply	Not comply
1. Qualifications <ul style="list-style-type: none">The bidder (Director) must either be qualified CIA and or CA.		
2. Prospective Resources qualification <ul style="list-style-type: none">The three proposed resources should be in a possession of B.com honours Internal Auditing/ Accounting degree or NQF level 8 inline with the above qualification. <i>(Valid certified copies of qualifications and ID must be attached)</i>		
3. Proof of membership for the Proposed resources <ul style="list-style-type: none">The bidder must submit proof of valid certificates of good standing for membership from the Institute of Internal Auditors (IIA) and or South African Institute of Chartered Accountants (SAICA) for the three proposed resources.		
4. Experience of the Resources <ul style="list-style-type: none">The proposed resources should submit a detailed CV (i.e., bidder must submit a CV of the 3 proposed resources clearly demonstrating the below):<ul style="list-style-type: none">✓ Minimum of 6 years of experience in conducting risk based internal audits and Annual Financial Statement review in the State-owned entity.		
5. Internal Audit Software. <ul style="list-style-type: none">Provide detailed CV of proposed resources outlining minimum of two years' experience in utilising Teammate audit software tool.		

6. Reference letters <ul style="list-style-type: none">▪ At least 3 reference letters confirming the experience and quality work done by the bidding firm. <p>N:B The services must have been provided within the past 6 years from the date of the advert.</p>		
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