



UMZIMVUBU
LOCAL MUNICIPALITY

Person dealing with this matter: Mr. N. Zibi

Date: 27/05/2015

Request for Quotation

The Umzimvubu Local Municipality invites interested service providers to provide us with. **Quotation: SERVICE PROVIDER TO DO OPERATION CLEAN AUDIT READINESS ASSESSMENT AS PER TERMS OF REFERENCE.**

PREFERENTIAL PROCUREMENT POLICY FRAMEWORK ACT OF 2011 WILL BE APPLYING AS FOLLOWS:

PRICE: 80

BBB-EE: 20

Closing Date for submissions is 08/06/2015 @ 12:00 noon.


For any enquiries and specification, please contact Supply Chain Management Office @ Tel: 039 255 8555.

NB: NO QUOTATION(S) WILL BE CONSIDERED FROM PERSON(S) IN THE SERVICE OF THE STATE AND COMPAN(Y)NIES NOT REGISTERED IN THE ULM SUPPLIER DATABASE. THE FOLLOWING MUST BE ATTACHED: ORIGINAL OR CERTIFIED COPY OF THE CK DOCUMENT SHOWING ALL DIRECTORS, CERTIFIED COPY OF THE BBBEE VERIFICATION CERTIFICATE, DECLARATION OF INTEREST AND A VALID ORIGINAL SARS TAX CLEARANCE CERTIFICATE. FAILURE WILL RESULT IN DISQUALIFICATION. SUBMISSION ARE TO BE MADE AT THE QUOTATIONS BOX AT SCM OFFICE. QUOTES SUBMITTED ELECTRONICALLY WILL NOT BE ACCEPTED.

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MR GPT NOTA

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UPHULISO KUMNTU WONKE



OPERATION CLEAN AUDIT READINESS ASSESSMENT

BACKGROUND

Umzimvubu Local Municipality falls within the Alfred Nzo District of the Eastern Cape Province. Umzimvubu Municipality has been through the strides to improve the state of accountability having been obtaining unqualified audit opinions for the past 4 years.

To improve on this the Municipality is seeking the services of a suitably qualified consultant to assist the Municipality in the year end procedures with an aim of achieving clean administration. The roles and responsibilities of the consultant will be to conduct a risk based year-end readiness assessment and year end program that will set the Municipality on a path towards clean audit. This process will have the following key deliverables;

- Conduct thorough assessment of all raised exceptions (resolved and unresolved) during the audit and develop a clear exception avoidance plan,
- Conduct a thorough analysis of the Management Reports for the past two years to ensure that the year-end program addresses all issues raised thereto,
- Conduct thorough analysis of the monthly reconciliations with specific focus on Assets, Grants, Creditors, Debtors and Cash and Bank, for the year to identify any potential issues,
- Prepare or assist to prepare a year-end program that will deal with potential remaining issues on the audit report and
- Be available to provide support where required during the preparation of the annual financial statements of the Municipality.

The required consultant must meet the following minimum requirements;

- Must have at least five years hands on local government experience at management level
- At least five years' experience consulting in local government finance and
- Proven track record in turning around municipalities

I confirm that these
TOR are correct.
27/05/2015
MF Siwakhwa
DCFO