

**REQUEST FOR EXPRESSION OF INTEREST (REOI) FOR APPOINTMENT OF  
EXTERNAL AUDITOR FOR THE INDEPENDENT CORRUPT PRACTICES AND  
OTHER RELATED OFFENCES COMMISSION (ICPC)**

**A. Background Information**

**The Independent Corrupt Practices and Other Related Offences Commission is an Anti-Graft Agency seeking for credible Auditing Firm as an External Auditor for all the accounting records.**

**B. Eligibility and Evaluation Criteria requirements:**

- i. Company Profile or profiles of companies in the consortium stating registered office and functional contact address (including e-mail address and telephone number(s)).
- ii. Evidence of company or Joint Venture registration with the Corporate Affairs Commission.
- iii. Evidence of company's current Tax Clearance Certificate for the last three (3) years (2017, 2018 & 2019 expiring December 2020).
- iv. Evidence of company's VAT Registration with Tax Identification Number (TIN).
- v. Evidence of recent Certification from PENCOM in accordance with the Pension Reform Act, 2004 which must include evidence of remittance of Employees Pension Contributions/Deductions.
- vi. Evidence of recent compliance with Industrial Training Fund (ITF) Act, 2011.
- vii. Evidence of recent compliance with contribution to Nigerian Social Insurance Trust Fund (NSITF).
- viii. Evidence of Recent registration with Bureau of Public Procurement in line with Part 1, Section 5(b) of PPA 2007.
- ix. Evidence of firm current registration with Chartered Institute of Auditors.

- x. List of Key Personnel with evidence of qualification, experience and professional registration in relevant such as ICAN, ANAN and other related membership. CVs to be signed by the prospective personnel.
- xi. List and evidence of similar past jobs in the last Five (5) years.
- xii. Audited Accounts for the Company (or of the Lead Company in the case of Joint Venture) for the last three years.
- xiii. Sworn affidavit in accordance with Section 16 (6) (e&f)
- xiv. Evidence of company and personnel annual practicing licence for 2019/2020

### **C. SUBMISSION AND OPENING OF TENDERS**

Original and 2 copies of the Technical and Financial bids are to be submitted in two (2) separate envelopes for the Technical and Financial Proposals, shall be duly marked " Technical Proposal" and "Financial Proposal" respectively. The two envelopes shall then be enclosed in one single outer envelope and forwarded in sealed envelope marked at the top left hand corner boldly written "RELEVANT TITTLE" the inner and other envelopes shall:

- a. bear the name and address of the firm (inner envelopes)
- b. be addressed to the Commission at the address specified (inner and outer envelopes)
- c. bear the names of the proposal (inner and outer envelopes); and
- d. bear a statement " Do not open with the Technical Proposal" (inner Financial envelope)

The documents are to be dropped in the Tamper Proof Box at the Secretary to the Commission's office, Room 23 Second Floor, ICPC Headquarters, Plot 802 Constitution Avenue, Central Business Area, Abuja not later than 12:00 noon on the 11th of March 2021, and the opening of tenders will take place immediately on the same day in the presence of the bidders/bidder's representatives, invited NGOs as observers and the members of the public who choose to attend. Only those firms that are Technically qualified will be invited for the Financial bids opening.

The eligible Auditor will be selected in accordance with the Quality and Cost Based Selection (QCBS) Method as set out in the Public Procurement Act, 2007 and its attendant regulations.

The Commission reserves the right to invoke the provisions of Section 28 of the Public Procurement Act, 2007 without incurring any liability to the bidders.

Signed

**Management**