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**DR NKOSAZANA DLAMINI ZUMA MUNICIPALITY**

### ERRATUM

- This refers to the advert published on the 09 July 2020 for Provision of Internal Audit for Dr Nkosazana Dlamini Zuma Municipality. On page 11 there was an error in the heading which we have corrected it to provision of internal audit and functionality.

See corrected functionality

### REQUEST FOR QUOTES: PROVISIONAL OF INTERNAL AUDIT FUNCTIONALITY

Key aspect of criterion	Basis for points allocation	Max. Points	Actual Score	Verification Method
<b>RELEVANT EXPERIENCE: Experience of the Company in carrying out similar projects (20)</b>				
Name of traceable reference with contact details to be included for verification	5 similar (internal audit) successful projects in the last 10 years	20		Appointment Letters
	4 similar (internal audit) successful projects in the last 10 years	15		Appointment Letters
	3 similar (internal audit) successful projects in the last 10 years	10		Appointment Letters
	2 similar (internal audit) successful projects in the last 10 years	5		Appointment Letters
<b><i>If the Bidder cannot demonstrate the necessary relevant experience via at least one successfully completed similar project, then the bid will be deemed non-responsive and will be rejected.</i></b>				

**KEY PERSONNEL: The qualification and experience of the proposed key personnel (40)**

It is essential that the Service provider provides suitably qualified personnel to carry out the project. Three key functions have been identified and the Proposal will be evaluated on the qualifications and experience of the personnel who will carry out these functions. The functions are:-

<b>Project Manager</b>	Degree in Accounting/Auditing, professional body registration with above 5 years' experience and PM has completed similar projects in capacity of a PM	20		Certified copy of Qualification to be attached with detailed CV's, and certified copy of proof of registration with professional body IRBA or SAICA
	Degree in Accounting/Auditing, professional body registration with 5 years' experience and PM has completed similar projects in capacity of a PM	15		Certified copy of Qualification to be attached with detailed CV's, and certified copy of proof of registration with professional body IRBA or SAICA
	Degree in Accounting/Auditing, professional body registration with 2 years' experience and PM has completed similar projects in capacity of a PM or lower level	10		Certified copy of Qualification to be attached with detailed CV's, and certified copy of proof of registration with professional body IRBA or SAICA
	If PM is NOT registered with relevant body as Professional regardless of experience.	0		Nil
<b>Project Management assistant</b>	Degree in Accounting/Auditing, professional body registration with above 5 years' experience and PM has completed similar projects in capacity of a PM	20		Certified copy of Qualification to be attached with detailed CV's, and certified copy of proof of registration with professional body IRBA or SAICA
	Degree in Accounting/Auditing, professional body registration with 5 years' experience and PM	15		Certified copy of Qualification to be attached with detailed

	has completed similar projects in capacity of a PM			CV's, and certified copy of proof of registration with professional body IRBA or SAICA
	Degree in Accounting/Auditing, professional body registration with 2 years' experience and PM has completed similar projects in capacity of a PM or lower level	10		Certified copy of Qualification to be attached with detailed CV's, and certified copy of proof of registration with professional body IRBA or SAICA

**METHODOLOGY:** The proposal must demonstrate that the service provider understands the project and has a clear delivery plan, proposal must also indicate timeframes in line with scope of work outlined in the specification. **(30)**

<b>Execution Method Statement relevant to the project</b>	Inception	5		Detailed Method statement to cover the key aspect of project Inception
	Planning	10		Detailed Method statement to cover the key aspect of project Planning
	Execution	5		Detailed Method statement to cover the key aspect of project Execution
	Monitoring, Execution and Closure	10		Detailed Method statement to cover the key aspect of project Monitoring, Evaluation and Closure.

**Functionality**

- Relevant Experience 20 points
- Key Personnel 40 points
- Methodology 30 points
- Total 90 points**

**Note: If the Consultant scores less than 70% points for functionality, then the bid will be deemed no-responsive and will not be considered for further evaluation.**

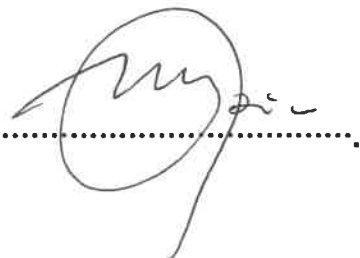
**EVALUATION CRITERIA**

**Price and Preference**

- Price 80 points
- B-BBEE verification status 20 points
- Total 100 points

Municipal Manager

Mr NC Vezi



**Please  
SIGN**