



ENVELOPE B – FINANCIAL PROPOSAL

TENDER NO: RFP-CEO-003

REQUEST FOR PROPOSAL (RFP) PACK

FOR THE PROVISION OF INTERNAL AUDIT SERVICES FOR THE EAST LONDON INDUSTRIAL
DEVELOPMENT ZONE SOC LTD

START DATE: 13 November 2020

CLOSING DATE: 7 December 2020

NAME OF TENDERER: _____

TENDERER'S ADDRESS: _____



TENDER PROPOSAL PRICE SCHEDULE

EAST LONDON INDUSTRIAL DEVELOPMENT ZONE

.....
CONTRACT No.

<p>EAST LONDON IDZ HEAD OFFICE BUILDING LOWER CHESTER ROAD SUNNYRIDGE EAST LONDON 5201</p> <p>Contact Name: Lulama Giba.</p> <p>Telephone: 043 702 8200</p>	
<p>Name of Tenderer:</p> <p>Total Price inclusive of Value Added Tax: R.....</p> <p>Amount in Words.....</p> <p>.....</p> <p>Signature</p>	
<p>This tender closes at 12h00 on 7 December 2020 at the offices of the ELIDZ located at Head Office Reception, Lower Chester Road, Sunny Ridge, East London NO LATE SUBMISSIONS WILL BE CONSIDERED</p>	

Should the price in figures not agree with the price in words the EL IDZ will only consider the price in words as valid. Should this Price Schedule be submitted Non signed and Non written price and unsigned, it will result in the disqualification of the tender.

SUPPORTING PRICE SCHEDULE

EAST LONDON INDUSTRIAL DEVELOPMENT ZONE

ANTICIPATED INTERNAL AUDIT COSTING - 2020/21 TO 2022/23

		LEVEL OF STAFFING					TOTAL HOURS
Description	Timing	Director	Manager	Specialist	Senior trainee	Junior trainee	
Standing annual audits (annual hours)							
Preparation and attendance at audit committee meetings	Quarterly		32				32
Review of quarterly financial statements (three reviews)	Quarterly	3	16		8	16	43
Review of annual financial statements and accounting file	Annual	4	24		8	16	52
Review of quarterly performance reports (three reviews)	Quarterly	3	24		48	48	123
Review of annual performance report and POE's	Annual	4	16		8	16	44
Review of EM's and departmental annual performance scorecards	Annual	2	16		20	16	54
Supply chain management (including undisclosed interests and contract management)	Annual	2	24		40	40	106
Compliance review	Annual	1	8		16	24	49
Going concern	Annual	1	8				9
Review of draft annual report	Annual	2	4		8	16	30
Follow up on corrective action implementation	Annual	2	8		8	16	34
Three year plan audits							
<i>SPECIFIC HIGH RISK AUDIT AREAS</i>							504
<i>Controls review - projects, costing and commitments</i>		4	16	40	80		
<i>Controls review - asset management (including properties)</i>		4	16	24	40	40	
<i>Controls review - data analysis and controls, information management</i>		4	16	40	40	40	
<i>Controls review - socio economic impact</i>		4	16		40	40	
Information technology review including:							133
- IT Governance		1	4	2	8		
- General Application Control Review		1	4	2	8		
- Business Continuity and Disaster Recovery Plan		1	4	2	8		
- Strategy Management		1	4	2	8		
- Security Management		1	4	2	8		
- Applications Controls		1	4	2	8		
- Value for money review		1	16	2	24		
Fraud hotline follow ups		8	16				24
Ad hoc agreed upon procedure reviews e.g. sale of land (compulsory inclusion in pricing)	40 hours						0
		103	660	118	764	744	1 237

	Director	Manager	Specialist	Senior trainee	Junior trainee	Average rate
Hourly rate - 2020/21						
Hourly rate - 2021/22 (annual rate increase xx%)						
Hourly rate - 2022/23 (annual rate increase xx%)						

	TOTAL	Director	Manager	Specialist	Senior trainee	Junior trainee
Costing year 1						
Ad hoc agreed upon procedure reviews year 1		(13.3 hours at average rate)				
Costing year 2						
Ad hoc agreed upon procedure reviews year 2		(13.3 hours at average rate)				
Costing year 3						
Ad hoc agreed upon procedure reviews year 3		(13.3 hours at average rate)				
TOTAL COSTING (VAT EXCL)						
TOTAL COSTING (VAT INCL)						

Please note that if the Grand Total Price in Supporting Price Schedule is not the same as the one in the Tender Proposal Price Schedule, only the amount that is written in words in the Tender Proposal Price Schedule will be considered. Please include a detailed price schedule within this response as an annexure.