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REQUEST FOR EXPRESSIONS OF INTEREST

FOR THE PROVISION OF CONSULTANCY SERVICES TO CONDUCT A CONSTRUCTION FORENSIC AUDIT: NAPSA/DI/ORD/02/18

1.0 BACKGROUND

The National Pension Scheme Authority (NAPSA) was established to provide income security to the members when they reach retirement age or become incapacitated, or to their spouses and children (biological and legally adopted) in the event of death. To execute this, NAPSA receives funds and invests the money to generate profitable returns to pay members or beneficiaries reasonable benefits when they become eligible. NAPSA is governed by the National Pension Scheme Act no. 40 of 1996.

NAPSA now invites Expression of Interest from individual consultants and/or firms that have technical capacity and experience to provide Forensic Audit consultancy services on the subject matter. The services will include areas of specialization in architectural design, Structural, Electrical & electronic, Geotechnical engineering, quantity surveying and contract management for the project. Eligible Consultants are invited to indicate their interest in providing the required services. Consultants may constitute joint-ventures to enhance their opportunity of qualification.

2.0 OBJECTIVE

The main objective of the assignment is to conduct a due diligence forensic audit of the Authority construction projects including; pre-tender, construction and post tender processes.

3.0 SCOPE OF THE ASSIGNMENT

Carry out a Forensic Audit on the NAPSA Construction projects to establish:

- a) The adequacy of the feasibility study done on the project before construction started
- b) To review the Tender documents evaluation and contract award process
- c) To determine value for money on the 'as built' vis-a-vis the original designs,
- d) Evaluate adequacy and suitability of all mechanical equipment's installed on the building.
- e) Identify the risk exposure on the building and mitigation measures
- f) Determine the safety of the building.
- g) Exploring the achievement of project objectives in terms of budget, delivery period and investment returns
- h) General areas of weakness requiring improvements in future projects

The assignment will cover selected projects to be advised by NAPSA. The Auditor is expected to examine NAPSA's financial positions to establish possible misstatements or omissions of certain transactions or disclosures in the financial statements. (More details are in the Terms of Reference).

4.0 DURATION OF THE ASSIGNMENT

The assignment is supposed to be carried out expeditiously. However, the time frames will be agreed upon prior to commencement of the assignment after the Construction Forensic Auditor has been selected i.e. after combined Technical and Financial Evaluation Process. Bidders are advised to collect the detailed Terms of Reference (TORs) from NAPSA Procurement & Stores Department on the 3rd Floor, Levy Business Park Office Block, Cnr of Kabelenga and Church Roads, Lusaka.

5.0 EXPECTED OUTPUT

The consultant is expected to prepare a report on the findings of the audit which shall be presented to NAPSA Management.

6.0 QUALIFICATION REQUIREMENTS FOR SHORTLISTING

To be considered for shortlisting, the consulting firm/Consortia is required to meet the following criteria:

- i. Should be a registered company by a relevant professional body;
- ii. Should have minimum 5 years relevant experience;
- iii. Must submit at least two CVs of lead Consultants illustrating qualifications and experience (at least 3 years past experience) in similar assignments in the areas of Electrical engineering, Structural engineering, Quantity Survey, project management and Architecture, Certified Public Accountants or Certified Fraud Examiners;
- iv. Should be able to attach references of completed assignments including names of clients, contract sums, and the economic sector which the client belongs to.

7.0 MODE OF SUBMISSION

Five copies of the Expression of Interest appropriately bound, sealed and clearly marked "**Expressions of Interest for the Provision of Consultancy Services to Conduct a Construction Forensic Audit**", should be deposited in the Tender Box located on the 1st Floor of Levy Park NAPSA Head Office **by 18th May 2018 at 10:30 A.M** **Zambian time**. The bids will be opened soon after closing at the Meeting Room situated at the **Ground Floor, Levy Business Park Office Block, Cnr of Kabelenga and Church Roads**, Lusaka, in the presence of bidders or their representatives who choose to attend. **LATE EXPRESSIONS OF INTEREST WILL NOT BE ACCEPTED.**

Secretary
Management Procurement Committee
For /Director General
NATIONAL PENSION SCHEME AUTHORITY
