

**CENTRAL REGION WATER BOARD**

**REQUEST FOR PROPOSALS (RFP) for PROVISION OF EXTERNAL AUDIT SERVICES**

**Tender reference Number: CRWB/C/EAS/2024**

**Date of Issue: 09 January 2024**

Central Region Water Board has set aside some funds in this year’s budget and intends to apply payments towards engagement of a suitably qualified Auditing firm to undertake External Audit reviews of the Financial Management of the Central Region Water Board for a three-year period from 2023/2024 Fiscal year to 2025/2026 Fiscal year. The Auditor will be procured to undertake annual Financial Audits of the CRWB starting with the period **April 2023-March 2024.** More details on the services required are provided in the Request for Proposals(RFP) document

1. The Board now invites sealed proposals from suitably qualified and eligible Audit firms for Provision of the External Audit Services for the CWRB
2. Bidding will be done in accordance with the Request for Proposals (RFP) procedures contained in the Government of Malawi’s Public Procurement Legal Framework and is open to all eligible bidders.
3. Interested eligible bidders may obtain further information from CRWB and in respect of bidding documents at the address at Nine (9) during working days from 8:00am to 12:00 and 1:00 to 4:30pm attention: **The Acting Procurement & Disposal Manager**
4. A complete set of Request for Proposals (RFP) English may be purchased by interested bidders upon payments of a non-refundable fee of **MWK 10,000 (Ten Thousand Kwacha)** by cash or Bank certified cheque.
5. Bids must be delivered and deposited in a Tender Box at the reception on or before times indicated below at **(9) clearly marked with the Invitation for Bids Number (IFB No) as above.**
6. The technical and Financial proposals should be sealed in sealed envelopes, both clearly marked with the Procurement Reference Number above, bidder’s name, name of procuring entity and either (Technical Proposal” or “Financial Proposal” as appropriate. Both envelopes should be enclosed in a single outer envelope, clearly marked with the Procurement Reference Number above, bidder’s name and name of Procurement Entity. Proposal must be delivered to the address at 9 below and deposited in a Tender Box located in **the CRWB Conference Room at or before 10:00 hours local time on 30 January 2024.**

Proposals will be opened in the presence of bidders’ representatives who choose to attend at the address shown at 9 below at **10:00 hours** local time on 30 January 2024

1. Late bids shall be rejected
2. Central RegionWater Board does not bind itself to accept the lowest or any other bid and reserves the right to cancel the whole or part of the procurement proceedings at any stage
3. Addresses referred to above are:

(a)For clarification of Bidding document

**Attention: The Acting Procurement and Disposal Manager**

**Central Region Water Board Offices**

**Area 4, Murry Road**

**Private Bag 59,**

**Lilongwe**

**Malawi**

**Phone No: +265 (0) 310002128**

**Cellphone: 0888 903 621/0999 203 621**

**Email: crwb@crwb.org.mw/tnyalapa@crwb.org.mw**

(b) For submission of Proposals

**The Chief Executive Officer**

*Attention:* **The IPDC Chairman**

**Central Region Water Board**

**Area 4, Murray Road**

**Private Bag 59,**

**Lilongwe**

**Malawi**