

UNIVERSITY OF LAGOS

ADDENDUM TO – ADVERTISEMENT FOR THE APPOINTMENT OF EXTERNAL AUDITORS AT UNIVERSITY OF LAGOS

This addendum is in reference to our earlier Advertisements for the appointment of External Auditors in the Guardian of Wednesday, February 8, 2017, the Nation of Wednesday, February 8, 2017 and Daily Trust of Wednesday, February 8, 2017.

Mandatory Requirements:

- (1) Evidence of Firm's registration with Corporate Affairs Commission by submission of Certificate of incorporation or Certificate of Registration whichever is applicable.
- (2) Evidence of the Firm's registration with the Office of the Auditor-General for the Federation.
- (3) Evidence of current practicing Licence (Certificate).
- (4) The Firm's profile stating the key personnel, their role designation, qualification and years of experience. Copies of professional qualification certificates of the key staff with Institute of Chartered Accountant of Nigeria (ICAN) or Association of National Accountants of Nigeria (ANAN) must be attached.
- (5) Provide an activity plan (project plan) of actions to achieve the objectives of the external audit function, specifying budgeted hours, timelines and sequence for the proposed audit.
- (6) Evidence of work experience of the Firm in executing or having executed similar projects by submission of letters of engagement and evidence of successful completion of same in the last three (3) years.
- (7) Evidence of Pension Clearance Certificate for 2014, 2015, 2016 valid for 2017.
- (8) Evidence of Industrial Training Fund Certificate (I.T.F.) Certificate valid for 2017.
- (9) A Sworn Affidavit certifying as follows:
 - The company is not in receivership, insolvency or bankruptcy.
 - The company does not have any director who has been convicted by any court in Nigeria and any other country for criminal offences in relation to fraud or financial impropriety.
 - That no officer of the University of Lagos or BPP is a former or present director or shareholder of the company.
 - That all information presented in the documents are true and correct in all particulars

(10) Audited Accounts of the Firm for the last three (3) years (2016, 2015 and 2014) duly signed and stamped.

(11) Evidence of Tax Clearance Certificate for the last three (3) years (2016, 2015 and 2014) in the case of a limited liability firm and evidence of Personal Income Tax Certificate in the case of a Business Enterprise.

(12) Evidence of VAT registration.

(13) Evidence of financial capability (Bank reference) from a reputable bank stating the Company's creditworthiness.

(14) Evidence of registration on the National data base of Contractors, Consultants and Service Providers by inclusion of Interim Registration Report valid for 2017 issued by the Bureau of Public Procurement (BPP).

Interested audit firms must submit their applications **not later than 11 a.m. on Tuesday, 14th March, 2017** to:

**The Registrar,
Room 524 5th Floor,
Council Affairs, University of Lagos,
Yaba, Lagos**

Envelopes containing the applications must be marked "**External Auditor**" at the top right hand corner

SIGNED

Dr. (Mrs.) Taiwo F. Ipaye

FNIM Registrar & Secretary of Council

THE ADVERT REFERRED TO ABOVE IS SHOWN BELOW:

UNIVERSITY OF LAGOS

ADVERTISEMENT FOR THE APPOINTMENT OF EXTERNAL AUDITORS

The University of Lagos was established in 1962 by an Act of Parliament of the Federal Republic of Nigeria to encourage the advancement of learning. Located in the urban and commercial city of Lagos, with the main campus in Akoka, two other campuses are the Yaba campus and the College of Medicine, University of Lagos (CMUL) Idi-Araba campus. The University caters for both full time and part time students. The University has an overall student population of about 50,000 (regular and part-time at both undergraduate and postgraduate levels). It has a staff strength of over five thousand.

In compliance with the provisions of Section 85(3) (a) of the Constitution of the Federal Republic of Nigeria, 1999, and the relevant guidelines from the Office of the Auditor-General for the Federation, the University of Lagos, Akoka-Yaba, Lagos, requires the services of a Firm of External Auditors.

The prospective appointee must show:

- (1) Evidence of the Firm's registration with the Corporate Affairs Commission (CAC);
- (2) Evidence of the Firm's registration with the Office of the Auditor-General for the Federation;
- (3) The Firm's profile, including professional qualifications of the key staff, past experience with respect to similar jobs which have been successfully handled, etc;
- (4) Evidence of financial capability (Bank reference);
- (5) Audited accounts of the Firm for the last three years, i.e., 2016, 2015 and 2014;
- (6) Evidence of VAT registration and valid tax clearance certificates for the last three years, i.e., 2016, 2015 and 2014;
- (7) Evidence of compliance with the provisions of the Pension Reform Act of 2014; and
- (8) Evidence of registration with Industrial Trust Fund (ITF).

Interested audit firms must submit their applications **not later than 8TH March, 2017 to:**

**The Registrar
University of Lagos,
Akoka-Yaba,
Lagos,
Nigeria**

Envelopes containing the applications must be marked "**External Auditor**" on the top right hand corner.

SIGNED

**Dr. (Mrs.) Taiwo F. Ipaye, FNIM
Registrar and Secretary to Council**