

Overview

FEDERAL NEUROPSYCHIATRIC HOSPITAL, ENUGU

Chime Avenue, New Haven

P.M.B. 01181, Enugu, Nigeria

ADVERTISEMENT FOR THE APPOINTMENT OF EXTERNAL AUDITOR FEDERAL NEUROPSYCHIATRIC HOSPITAL, ENUGU

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, Federal Neuropsychiatric Hospital Enugu Management Board requires the services of a Firm of External Auditors.

REQUIREMENTS:

- (1) Evidence of Firm's registration with Corporate Affairs Commission by submission of Certificate of Incorporation or Certification 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 License (Certificate)
- (4) The Firm's profile stating the key personnel, their roles, designation, qualifications and years of experience. Copies of professional qualification certificates of the key staff with the institute of Chartered Accountants of Nigeria (ICAN) or 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, timeline 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 2018, 2019, 2020.

- (8) Evidence of Industrial Training Fund (I.T.F.) Certificate valid for 2021.
- (9) Audited Accounts of the Firm for the last three (3) years (2018, 2019 and 2020) duly signed and stamped.
- (10) Evidence of Tax Clearance Certificate for the last three (3) years (2018, 2019 and 2020) in the case of a limited liability firm and evidence of Personal Income Tax Certificate in case of a Business Enterprise.
- (11) Evidence of VAT registration with FIRS.
- (12) Evidence of financial capability (Bank reference) from a reputable bank stating the company's creditworthiness.
- (13) Evidence of registration on the National Data Base of Contractors, Consultants and Service Providers by inclusion of Interim Registration Report valid for 2021 issued by the Bureau of Public Procurement (BPP).
- (14) 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 Federal Neuropsychiatric Hospital Enugu or Bureau of Public Procurement (BPP) is a former or present director or shareholder of the company.

That all information presented in the documents is true and correct.

METHOD OF APPLICATION:

Interested audit firms should submit ten (10) copies of their applications in sealed envelopes marked "Appointment of External Auditors" not later than six (6) weeks from the date of this advertisement (**15 April, 2021**). Only shortlisted firms shall be contacted.

DR MONDAY IGWE

MEDICAL DIRECTOR