

**UNIVERSITY OF UYO TEACHING HOSPITAL
INVITATION FOR EXPRESSION OF INTEREST**

(1) BACKGROUND

The University of Uyo Teaching Hospital solicits for expression of interest from competent and qualified Accounting & Audit firms for the purpose of auditing the account of the University of Uyo Teaching Hospital, Uyo Akwa Ibom State.

(2) SCOPE OF SERVICE

- (a) To provide full statutory auditing of annual financial statement of the Hospital.
- (b) To carry out the work in strict Compliance with the acceptable accounting and auditing standards and in accordance with professional practice.

(3) ELIGIBILITY CRITERIA

To qualify for consideration, interested firms are required to submit the following documents in the order listed:

- (a) Certificate of Incorporation with Corporate Affairs Commission (CAC).
- (b) Company Tax clearance certificate for the past three (3) years (2014, 2015 & 2016).
- (c) Evidence of VAT remittance for the past three (3) years (2014, 2015 & 2016)
- (d) Certificate of compliance with Pensions Reform Act 2004 for 2016
- (e) Industrial Training Fund compliance certificate for 2016.
- (f) Interim Registration Report (IRR) from the Bureau of Public Procurement (BPP).

(g) Sworn affidavit that:

- (i) none of the Directors of the Company has ever been convicted by a court of law or is bankrupt;
- (ii) the Company is not bankrupt;
- (iii) no officer of the procuring entity is a former or present Director, shareholder or has any interest in the Company; and
- (iv) all information presented in the submission is true and correct.

(4) PREPARATION OF EOI DOCUMENT

- (a) Detailed Company profile
- (b) Curriculum Vitae of key professional staff detailing experience and expertise relevant to the assignment, including current contact information and copies of professional Certificate (&) of registration with and /or current practice license(s) from relevant statutory regulatory bodies.
- (c) Verifiable evidence of similar job(s) executed in the past 5 years (2012, 2013, 2014, 2015 & 2016).
- (d) Have the financial capability necessary for the assignment,
- (e) Audited account for the last 3 years (2014, 2015 & 2016).

(5) SUBMISSION OF DOCUMENT

Two (2) sets each of soft bound copies of the EOI document with the required information/documentation in the order in which they appear above must be packaged in sealed envelopes clearly marked the **“Expression of Interest & Company name”** and **addressed to;**

THE CHIEF MEDICAL DIRECTOR

UNIVERSITY OF UYO TEACHING HOSPITAL, UYO

P.M.B 1134

UYO, AKWA IBOM STATE

ALL SUBMISSIONS MUST BE IN ENGLISH LANGUAGE

Submissions should be dropped in the Tenders Box in the Conference Room 2nd Floor, Administration Block **on or before 12 noon on Monday, 20th March, 2017**. Late submission will not be considered under any circumstances.

Opening of EOI document will take place immediately following the deadline of **12noon on Monday, 20th March, 2017** in the Hospital’s Conference Hall. Consultants and or representatives are invited to attend.

(6) REQUEST FOR PROPOSAL (RFP)

Only shortlisted firms will be issued RFP

PLEASE NOTE:

- (a) The University of Uyo Teaching Hospital reserves the right to reject any or all documents submitted and to terminate the selection process without any liability to the Hospital.

Signed

Prof Etete Peters
Chief Medical Director