

## **AMINU KANO TEACHING HOSPITAL, KANO**

**P.M.B 3452, KANO**

### **INVITATION FOR EXPRESSION OF INTEREST FOR APPOINTMENT OF EXTERNAL AUDITORS, AMINU KANO TEACHING HOSPITAL, KANO**

#### **INTRODUCTION**

The Aminu Kano Teaching Hospital, Kano is desirous of having a reputable External Auditing Firm that will be handling the Auditing of its Accounts.

The Hospital wishes to invite interested and reputable Auditing firms with relevant experience and good track record to submit the below listed documents necessary for consideration for Appointment as External Auditors.

#### **DESCRIPTION OF WORKS:**

(1) You are expected to audit all the Hospital's Accounts annually in line with established statutory Government regulations.

#### **REQUIREMENTS;**

Prospective bidders are required to submit the following documents:

- (i) Certificate of Incorporation/Registration with Corporate Affairs Commission (CAC) (mandatory);
- (ii) Evidence of Registration with Office of the Auditor General of the Federation
- (iii) Current/Valid practicing License of the relevant professional bodies
- (iv) Evidence of Tax Clearance Certificate for the last three (3) years (mandatory);
- (v) Evidence of VAT Registration with TIN No. and past remittance for the last 3 years (mandatory);
- (vi) Audited Accounts for the last three (3) years showing annual turnover;

(vii) Verifiable list of similar jobs successfully handled in the last three years supported by letters of appointment and job completion certificates (please provide contact address of the clients);

(viii) Firm's profile and Technical qualification of key personnel with photocopies of relevant credentials;

(ix) A sworn Affidavit that none of the Directors has been convicted in any court of Law for any criminal offence;

(x) Evidence of Registration and Remittance with PENCOT (Mandatory)

(xi) Evidence of Registration with ITF (Mandatory)

(xii) Evidence of Registration with BPP (Mandatory)

## **EXPRESSION OF INTEREST**

Firms that intend to bid are required to pay a non-refundable fee of Twenty Thousand Naira (N20,000.00) only at the Cash Office of the Hospital and obtain an official receipt. A photocopy of the receipt is to be attached to the documents. Firms that fail to comply will be disqualified for consideration.

## **SUBMISSION OF EXPRESSION OF INTEREST DOCUMENTS**

One set of copies of Documents must be sealed in an envelope and marked "Expression of Interest for appointment as External Auditors" for consideration and addressed to:

**The Chief Medical Director,**

**Aminu Kano Teaching Hospital,**

**P.M.B. 3452,**

**Kano.**

The sealed envelope should be deposited in the Tender Box at the Office of the Chief Medical Director, Aminu Kano Teaching Hospital **not later than 12:00 noon from 17 September, 2018 to 15 October, 2018**. Late submission of bids will not be accepted, please.

**N/B:** Bidders are required to obtain acknowledgement slip from the Secretary to the CMD before depositing their submission in the Tender Box.

**OPENING:**

Opening of the received submissions will commence at **1.30p.m. on 15 October, 2018** at the Board Room of the Administration Department, Aminu Kano Teaching Hospital, Kano. All bidders and/or their Representatives, relevant Professional bodies and NGOs are invited to witness the Public Opening exercise accordingly.

**PLEASE NOTE THAT:**

- (i) All CAC, VAT, PENCOM and Tax Clearance Certificates may be referred to the Security Agencies, Corporate Affairs Commission, Federal Inland Revenue Service (FIRS), National Pension Commission and other relevant bodies for verification.
- (ii) The Hospital Management reserves the right to reject any or all submissions that do not comply with the requirements specified;
- (iii) The Evaluation of the received documents shall be strictly based on the requirements as specified above; and
- (iv) Only Firms that have been successfully screened and found competent will be considered.

**(Sgd)**

**KABIRU MANSUR CHIRANCHI**

**Deputy Director Procurement**

**FOR: CHIEF MEDICAL DIRECTOR**