



THE UNITED REPUBLIC OF TANZANIA
NATIONAL AUDIT OFFICE



Office of the Controller and Auditor General, 16 Samora Machel Avenue, P.O. Box 9080, 11101 DAR ES SALAAM. Telegram: "Ukaguzi",
Telephone: 255(022)2115157/8, Fax: 255(022)2117527, E-mail: ocag@nao.go.tz, Website: www.nao.go.tz

INVITATION FOR EXPRESSION OF INTEREST (EoI) FOR INDIVIDUAL CONSULTANT TO DEVELOP AUDIT MANUAL AND GUIDELINES FOR EXTRACTIVE INDUSTRY (MINING, OIL AND GAS)

The National Audit Office of Tanzania received fund from the World Bank through Capacity Building Project. The Office intends to apply part of it towards the cost of developing Audit Manual and Guidelines for Extractive Industry (Mining, Oil and Gas) which will provide Directives and Audit procedures for the purpose of conducting meaningful audits in this area. In addition, NAOT staff working together with the consultants will be coached on how to apply the work processes and risks allocated to manual and checklists.

1. The National Audit Office now invites you as an eligible individual Consultant to express your interest in developing Audit Manual and Guidelines for Extractive Industry (Mining, Oil and Gas) as per attached scope of assignment as indicated in the TERMS of Reference (TOR).
2. For more information and further clarification please contact the Secretary, National Audit Office Tender Board at the address indicated on paragraph 4 below on Monday to Friday from 08:00a.m TO 03:00 P.M except on Public holidays.
3. You are requested to provide information that you qualified to perform the assignment by submitting updated CV's, description of similar assignments, experience in similar conditions and relevant skills.
4. You are requested to submit your written expression of interest, one original detailed Curriculum Vitae (CV) and Financial Proposal by 14th February, 2019 at 10:00 hours local time. The Detailed CV and Financial Proposal shall each be enclosed in a separate envelope and marked "*Detailed CV*" and "*Financial Proposal*" respectively. The two envelopes shall then be enclosed in a single envelope and marked "Proposal for the **DEVELOPING AUDIT MANUAL AND GUIDELINES FOR EXTRACTIVE INDUSTRY (MINING, OIL AND GAS) FOR NAOT.**" and submitted to the following address:

The Secretary Tender Board,
National Audit Office,
P.O. Box 9080 Dar es Salaam
Samora Avenue
Ground Floor
Room No. 1

5. The Opening of CVs shall take place immediately after the deadline for submission, at National Audit Office, Conference room. Applying individual consultants are invited to attend the opening ceremony.
6. A consultant will be selected in accordance with the procedures set out in the Public Procurement Act No. 7 of 2011 and the Public Procurement Regulations, 2013 – Government Notice No. 446 (hereinafter called Procurement Regulations).
7. CV shall be evaluated on the basis of the criteria shown in the Terms of Reference. The Authority shall contact the first individual consultant in the ranking and if available, fees and contract terms shall be negotiated. If negotiation fails with the first consultant in the ranking the second consultant in the ranking shall be contacted until one is definitely retained for the assignment.
8. Prospective Individual Consultant is required to collect the Terms of Reference from The Secretary, Tender Board whose address is indicated on paragraph 4 above during working days (Monday to Friday) between 08:00 a.m and 03:00 p.m)
9. Any request for clarification with regard to this assignment shall be addressed to the undersigned. The Client shall respond to clarifications received not less than one week before the deadline for submission.
10. Faxed, Emails and late Expression of Interest shall not be accepted for evaluation irrespective of the circumstances.

The Controller and Auditor General
National Audit office
P.O. Box 9080 Dar es Salaam