

PROVISION OF EXTERNAL AUDIT SERVICE

Maldives Post Limited (MPL) invites tenders for the external audit service of Maldives Post Limited (MPL) for the financial year ended 31st December 2021. MPL is the national Postal operator and a wholly State-owned enterprise, with a mandate of providing postal service across the country and abroad under Universal Postal Service Obligation (USO).

1. AUDITING STANDARDS

The financial statement audit shall be carried out in accordance with International Standards on Auditing (ISAs). And the audit shall be carried out to address the scope of service discussed below. Additionally, other pronouncements of International Auditing and Assurance Standards Board (IAASB) or IFAC may be used by the audit firm as appropriate to deliver various parts of the scope of service.

2. OBJECTIVE AND SCOPE OF SERVICE

2.1 OBJECTIVE

The objectives of the external auditor are;

- a) To express an opinion on the financial statements of MPL for the financial year ending 31st December 2021;
- b) Carry out and report on that scope of work assigned to the external auditor under *Regulation on the Audit and Accountability of State-owned Enterprises 2021/R-152*

2.2 SCOPE OF THE SERVICE

The scope of the audit service shall include the following.

- a) Carry out audit of financial statements of MPL for the year ended 31 Dec 2021
- b) Carry within the scope of the external audit, appropriate work;
 1. To produce a report to the Auditor General on *Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements*.
 2. To report in the Management letter:
 - a. Key internal control weaknesses;
 - b. Fraud risks;
 - c. Significant departures/non-compliance with Procurement Guidelines and Practices for SOEs of Maldives issued by the Privatisation and Corporatisation Board;
 - d. Significant departures/non-compliance with other directives of PCB; and
 - e. An analysis of financial statements, including ratios.
- c) An Agreed-upon Procedures engagement in accordance with International Standard on Related Services (ISRS) 4400 in respect to compliance with Corporate Governance Code of the Privatization and Corporatization Board

3. ELIGIBILITY CRITERIA

The bidder (audit firm) for this audit service shall be registered with Institute of Chartered Accountants of the Maldives as a Public Interest Entity (PIE) Auditor.

1. The audit team:
 - a) Shall be completely impartial and independent from all aspects of management or financial interests of MPL.
 - b) Shall not, during the period covered by the audit nor during the course of the audit, be employed by, serve as advisors or mentors for, or have any financial or business relationships with MPL.

4. DELIVERABLES

The external auditor shall present the following

1. Audited financial statements of the year 2021 to the Board and management of MPL on or before 31st May 2022
2. Management letter to the company by not later than 15th June 2022
3. Report to the Auditor General on *Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements* by 20th June 2022.
4. An Agreed-upon Procedures Report with respect to compliance with Corporate Governance Code of PCB to the Auditor General and Management on or 30th June 2022.

5. BID SUBMISSION

Bidders are advised to include in their bids the following standard forms as annexures;

- a) Company Profile
- b) Bidders' references
- c) Registration certificate with Institute of Chartered Accountants (CA) as a Public Interest Entity Auditor.
- d) Comments and suggestions on the scope of Work
- e) Description of the methodology for performing the assignment
- f) Team composition and CV.
- g) Proposed fees
- h) Tax clearance report

6. Registration.

To be registered in the tendering process, interested firms shall provide their company profile and following information to procurement@maldivespost.com, not later than 15th February 2022, 14:00 Hrs.

- Company profile with Company address and Contact details.
- Registration certificate with Institute of Chartered Accountants (CA) as a PIE Auditor.

7. BASIS OF AWARD

A formal contract (Letter of Engagement), specifying the scope of the audit shall be prepared and signed between MPL and the audit firm prior to commencement of the engagement. The contract shall also clearly spell out the responsibilities of the two parties. MPL will award a contract to the most economically advantageous tender based on the following criteria

Experience of the firm	20%
Qualifications of the audit team	15%
Duration	20%
Price	45%

8. PAYMENT METHOD.

The payment of fees will be made based on progress of deliverables discussed in section 4. Deliverables of this Invitation to Tender and in line with the terms that shall be agreed between MPL and the audit firm in the Contract for the Service (Engagement letter).

All payments will be made in Maldivian Rufiyaa.

9. PRICES

1. All prices must be quoted in MVR (Maldivian Rufiyaa)
2. There will be no price variation after signing of the contract
3. Prices must be quoted inclusive of all applicable taxes.

10. VALIDITY OF THE BID

The Bid shall be valid for a minimum period of 45 days from the date of closing this tender.

11. COMPLETION PERIOD

The completion of external audit and related services shall be within 10 weeks of signing the engagement letter.

12. AGREEMENT TERMS.

MPL may extend the engagement for additional financial years in compliance with *Regulation on the Audit and Accountability of State-owned Enterprises 2021/R-152*.

Auditors shall provide a timeline for the planned audit upon signing the engagement letter.

MPL reserves the right to deduct a penalty for late submission of deliverables from the proposed Audit Fees, if caused by negligence from the Auditors.

13. TENDER SCHEDULE

	Process	Date & Time	Venue
1.	Information Session	16 th February 2022, 14:00 Hrs.	Maldives Post Building, 8 th Floor H. Twostar Bodu thakurufaanu magu
1.	Submission of Proposal & Proposal Opening	22 nd February 2022, 14:00 Hrs.	Maldives Post Building, 8 th Floor H. Twostar Bodu thakurufaanu magus