CHECKLIST: COMPILATION OF BID PROPOSAL FOR THE PROVISION OF PROFESSIONAL SERVICES (THIS IS A BASIC CHECKLIST. THE ONUS IS ON BIDDERS TO READ THE TERMS OF REFERENCE IN DETAIL FOR ALL REQUIREMENTS)			
		Yes	**No**
1.	**PRE-QUALIFICATION CRITERIA**		
	Are the following addressed in your bid proposal?		
1.1	Potential service providers must ensure that they are registered on the National Treasury Central Supplier Database (CSD), are tax compliant and are not restricted suppliers.		
1.2	Only B-BBEE Level 1 and Level 2 contributors must submit a response to this bid.		
1.3	Audit partners must be registered with the IIA or SAICA and proof of registration must be submitted with the proposal.		
1.4	Detailed statement confirming the independence of the bidder and the proposed internal audit team as per Annexure A of the Terms of Reference.		
	Please refer to the Terms of Reference for detailed requirements regarding the above.		
2.	**OTHER:**		
2.1	All Supply Chain Management documents must be completed and submitted. These include: SBD 1, 4, 6.1, 8 & 9.		
2.2	Acknowledgement of the General Conditions of Contract.		
2.3	No record of poor performance on previous CBE contracts in the last five years.		
2.4	Prices for this contract are firm for the first year, and subject to a maximum escalation rate of 5.0% for the next two years		
2.5	The proposal must be submitted in two separate sealed envelopes clearly marked with the bid number and bid description, bidders name and contact details.		
2.6	Bids must be hand delivered to 169 Corobay Avenue, Corobay Corner (Block A – 2nd Floor), Menlyn, Pretoria and deposited into the bid box		
2.7	Take note that no late bids will be considered!		