

Tender Description:**Provision of Internal Audit Services****Tender Number:****SANAS/AIS/2014/04****Question and Answers.**

No	Questions	Answers
1.	<p>On page 3 Last paragraph on quality control:</p> <p>You require the audit quality control to comply with Audit pronouncement such as ISA 220 and International Standard on Quality Control (ISQC1).Why do you want it? Because normally is used for external audit.</p>	<p>This was an error; there should be no reference to standards.</p> <p>Paragraph should read: <i>"Describe the firm's quality control system and demonstrate briefly that the firm has established adequate quality control policies and procedures"</i></p>
2.	<p>If we are submitting a joint venture tender, do you need a combined BEE certificate?</p>	<p>Yes, we need a combined BEE certificate so that you can claim the points for BEE. If you don't submit the combined certificate you will not claim the BEE points.</p>
3.	<p>If we are forming a consortium are we allowed to form it with any other party except those who attended a briefing session?</p>	<p>Yes, you are allowed to form a consortium with any other party as long as the one party has attended the briefing session meeting.</p>
4.	<p>Regarding the supplier database do we send it separately or as an annexure?</p>	<p>You must send it as annexure.</p>
5.	<p>Do you need the Audit methodology to combine all the aspects of the project scope of work, Regularity Audit, Performance Audit, Information Systems Audit and Special Investigations</p>	<p>Yes, the methodology must include all of them. Special investigations should be separate.</p>
6.	<p>On page 6 of 7 of Terms of Reference on Response Format. - can we start packaging with SBD 1 - SBD 9 and followed by General Conditions of Contract and all Annexures like Certified copies of CIPC company registration documents, BEE Certificate, ID copies of company directors, certificate of registration with any professional body.</p>	<p>Yes, you can.</p>
7.	<p>Lastly, the above mentioned SANAS supplier database document was not included in the Terms of Reference pack. It's something that I can source out from the website.</p>	<p>Yes the supplier database form is on SANAS website: www.sanas.co.za</p>
8.	<p>On the response format from page 6 of 7, Terms of Reference section is not listed as returnable. Should we leave it out?</p>	<p>You must include it on your proposals.</p>
9.	<p>What is the validity period of this RFP is it more or less than 90 days.</p>	<p>The validity period is 90 days, which you are required to hold it</p>

		from the closing date without change of the proposed personnel and rates.
10.	Based on the TOR the scope of the work covers Regularity Audit, Performance Audit, Information Systems Audit, and Special Investigations. In other words, to conduct four audit assignments. If we are proposing, do we submit separate proposal for more than one type of audit or one combined proposal?	You must submit a combined proposal. Special investigations should be separate.
11.	What are the reasons for tender / RFP?	See the terms of reference under purpose.
12.	What is the seeking to get out of the internal audit process?	As per the terms of reference, it is expected that the Internal Audit function will provide an independent, objective assurance and consulting activity which SANAS will use as an integral part of its risk management, control and governance processes and will report to the Audit and Risk Committee. Internal Audit will assist management in the accomplishment of its objectives by assessing the state of internal control.
13.	What is good and bad about the current internal audit incumbent	Details of the current internal audit incumbents performance are not for public knowledge as the contractual relationship is with them.
14.	What type of relationship is required?	A good working relationship is required however the Internal Audit function needs to remain independent and objective in order to provide assurance.
15.	Has a strategic and operational risk assessment been performed at the client?	Yes, it is performed annually on both levels
16.	What are the issues and challenges facing the SANAS	SANAS is a Schedule 3A public entity ito of the PFMA and is mandated by the Accreditation Act. SANAS needs to deliver an independent service to clients yet at the same time needs to ensure that full compliance is achieved to the relevant legislations
17.	What are SANAS' investor relations?	SANAS is part of the Council of Trade and Industry Institutions (COTII) under the Department of Trade and Industry (the dti) who is the Executive Authority. As SANAS receives a grant via the

		<p>dti, SANAS needs to comply with any requirement as set out by the dti. the dti has established a unit which oversees all the public entities reporting to them and it is via this unit that SANAS liaises with the dti. Furthermore SANAS has regular meetings with the Technical Infrastructure unit of the dti to discuss pertinent issues.</p>
18.	How is SANAS performing vis-à-vis major competitors	<p>SANAS is recognised by the South African Government as the single National Accreditation Body that gives formal recognition that Laboratories, Certification Bodies, Inspection Bodies, Proficiency Testing Scheme Providers and Good Laboratory Practice (GLP) test facilities are competent to carry out specific tasks.</p>
19.	How have major sector changes affected SANAS?	<p>SANAS is involved in the voluntary and regulated domains of accreditation. Where accreditation is required in the regulatory domain, SANAS has been involved in setting up the regulation and the accreditation processes. Voluntary accreditation is managed by international ISO standards and these change from time to time. In these instances SANAS ensures that assessors are trained in order to mitigate risk of changeover.</p>