

**Copperbelt Development Foundation Limited
(CDFL)**

**REQUEST FOR PROPOSALS (RFP) FOR
INTERNAL & EXTERNAL AUDIT SERVICES**

RFP #	CDFL/RFP/I&EAS – 2019/22
RFP issued by	Copperbelt Development Foundation Limited (CDFL)
Issue date	August 14, 2019
Closing date/time	Proposals (Technical & Financial) must be received on or before 16:00 hours (4:00 pm) Central African Time (CAT) on: August 30, 2019
CDFL Contact Information	<p>All inquiries related to this RFP including any requests for information and clarification, are to be directed to the following email address: cdfl@cdfl.com.zm</p> <p>CDFL will respond if time permits. Information obtained from any other source is not official and should not be relied upon. Enquiries and any responses will be recorded and may be distributed to all Bidders at CDFL's option.</p>
Delivery of proposals	<p>Three (3) hard copies and one (1) electronic copy (on a USB in a Microsoft compatible format) of your proposal in plain sealed envelope MUST BE delivered by hand or couriered to the physical address below:</p> <p style="text-align: center;">The Board Chairperson, Copperbelt Development Foundation Limited, 32A Pamo Avenue, Parklands, Kitwe.</p> <p style="text-align: center;">Attention: Mr. Kennedy Musonda</p>
Successful Bidders Notified	November 30, 2019
Domicility	Strictly reserved for Copperbelt based Auditing Firms.
Caveat	One Lot per bidder (Bidders of Lot A cannot bid for Lot B and vice versa)
Bidder's submissions	A person authorized to sign on behalf of the Bidder must complete and sign the Bidder Declaration Section in the terms of reference , leaving the rest of this page otherwise unaltered and include the originally-signed and completed page with the first copy of the proposal.
Terms of reference	<p>Kindly download detailed terms of reference from CDFL webpage @: www.cdfl.co.zm under PROCUREMENTS TAB:</p> <ol style="list-style-type: none"> 1. Lot A - External Audit terms of reference. 2. Lot B - Internal Audit terms of reference.
Note	CDFL reserves the right to accept, reject, vary scope of TOR or cancel the whole tender process without citing any reasons.