
Consulting Services for an Audit Management System for the Office of the Auditor General of Uganda

Deadline: 28th of April 2025, 11.00 H (AM) Central European Time

Country: Uganda

Ref.-N°: BMZ201868603/KfW512105

Tender notice stage of Prequalification for an International Open Tender

Project Ref.: Implementation of an Audit Management System for the Office of the Auditor General of Uganda.

Tenderer: The Resource Enhancement and Accountability Programme (REAP)/ Ministry of Finance, Planning & Economic Development of Uganda, Kampala, Kampala .

Title of the contract: Consulting Services and Provision of a Solution for the Implementation of an Audit Management System for the Office of the Auditor General of Uganda

Project Measures: The Services requested under this assignment are as follows:

The Office of the Auditor General (OAG), as a corporate body, has the statutory function to conduct Financial, Value for Money, specialised audits and investigations as provided by the Constitution of the Republic of Uganda and the National Audit Act, 2008.

At this moment OAG is using an off-the-shelf Audit Management System (AMS). OAG's Information Systems Strategic Committee decided that there is a strong desire to replace the current system in use with a new AMS. The new system should provide the requested flexibility and cost efficiency over the long term. The proposed solution can be an off-the-shelf solution, a best of breed or a solution built up from semi-finished products. The AMS should seamlessly integrate with all existing OAG systems, including the ERP-solution that is currently being implemented.

The AMS to be implemented should support OAG to deliver its mandate effectively and efficiently. The consultant should in addition of the implementation of the AMS, build internal staff capacity for software maintenance to proactively respond to the changing needs of the audit environment.

Estimated period for which the consultancy services are requested: This procurement has the focus on the full implementation of the AMS as also the capacity building. The estimated duration is 24 months.

Requested Services: The implementation consultant contracted will be responsible for the for the implementation of the AMS. The consultant is expected to deliver the following modules: Administration, Audit universe, Overall audit plan, Project master, Electronic Working Paper, Audit Follow up, Audit Toolkit, Knowledge Library and a Dashboard. A brief scope is explained in the Rfl document. Besides this implementation the requested services and related experiences are:

- a. Define an implementation methodology and the plan based on a phased iterative implementation approach, which can be used to advocate and create business impact.
- b. Conduct an initiation phase, which is assumed to cover a readiness assessment and all other required activities prior to the implementation of the AMS.

- c. Support OAG in detailed requirement gathering for the AMS project.
- d. Work with OAG to define the interfaces needed to integrate the AMS.
- e. Data migration from current AMS.
- f. Conduct specialised training for the IT technical team on the AMS.
- g. Conduct training for super users on the AMS. (the train the trainer concept).
- h. Working together with the business change manager of OAG to ensure that the transformation results make it possible to realise the desired benefits by OAG.
- i. Effective skills transfer through working alongside the AMS project team.
- j. Conduct a needs assessment for the technical skills required to successfully implement and sustain the AMS solution.
- k. Organise trainings for the OAG's management about conceptual use of the AMS in the Audit teams of OAG.
- l. To help the OAG to determine roles and responsibilities during the phase of operations and maintenance of the AMS.

The Tender Process is subject to KfW's „Guidelines for the Procurement of Consulting Services, Works, Plant, Goods and Non-Consulting Services in Financial Cooperation with Partner Countries“, see

<https://www.kfw-entwicklungsbank.de/PDF/Download-Center/PDF-Dokumente-Richtlinien/FC-Guidelines-for-Procurement-2023.pdf>.

The contract will be awarded to an Independent Consultant firm (or a group of associated firms) with proven experience with the implementation of a software solution based on development or configuration at a public or financial institution or an audit firm, preferable an Audit Management System solution. The reference projects should be partly in the region of the tenderer. A minimum annual turnover of € 3.000.000 is required.

The Candidate's Application must be in the English language and must include the following elements:

- (a) Application Letter.
- (b) A Power of Attorney authorising the representative of the Applicant
- (c) Presentation of the Candidate (maximum 10 pages, no brochures).
- (d) Statements and Declarations:
 - I. Declaration of Undertaking
 - II. Declaration on Conflict of Interest.
 - III. If the Applicant is an existing JV, the Applicant shall submit a proof of the existing JV Agreement, indicating the Lead Consultant. If the Applicant is a JV, which the members intend to form for the purpose of executing the Contract. ,
 - V. Financial Capacity.
 - VI. List of project references.
 - VII. List of Available Expertise and Human Resource Capacity.
- (e) Any other documentation required in the SP of the invitation for prequalification.

Interested Consultancy firms are strongly advised to contact the Tender Agent for this project, to acquire all relevant information including the Pre-qualification documents. The interested firm(s) need(s) to nominate a contact person (name, e-mail address and telephone number) of whom the information needs to be sent to. This information needs to be sent to the Tender Agent by email (h.van.deuren@pblq.nl) as soon as possible although not later than seven (7) days before the deadline expires. The additional information will be sent to this contact person and furthermore the information of the contact person will be used to set

up an online procurement system for this bidding. The operator of the KfW-approved electronic procurement system, Exficon GmbH, Frankfurt am Main, will return to the authorised person(s) for electronic submission with an invitation email containing the link to access the system. It is recommended to connect after receipt to make sure there are no technical difficulties. Detailed information and a step-by-step description of the download procedure can be downloaded here: <https://exficon.de/tad/e-procurement/>.

For further information see contact of the Tender Agent:

Name: Hans van Deuren, senior consultant at PBLQ BV

Function: Tender agent

Contact info: h.van.deuren@pblq.nl