



MINISTRY OF URBAN DEVELOPMENT AND HOUSING

CONSTRUCTION INDUSTRY DEVELOPMENT AUTHORITY (CIDA)



Calling Quotations for Task Based Special Audits

to

Obtain the Service of Reputed Experienced Audit Firms

Tender No : 1/4/7/00/127-2022

The Construction Industry Development Authority (CIDA) is the apex body of Sri Lanka to create a reliable and globally competitive construction industry through regulation and facilitating of the construction industry resources, to meet local and global requirements for a sustainable national development.

Sealed Quotations for task-based assignments are hereby called from reputed and experienced audit firms to obtain the service to carryout special audits from Task 01 to Task 09 in the Construction Industry Development Authority. The location is the Head office of CIDA at Wijerama Mawatha, Colombo 7.

Objective – To carryout Third party audit on proper use of Construction Industry Development Authority Finances by performing responsible auditing of 9 identified task objectives listed below and further described as stand-alone auditing tasks for each period indicated in the tasks and each task shall be completed within a period of one month from award.

Tasks

1. Identification of missing vouchers from January 2020 up to September 2022 (Verify and Report whether Proper procedures have been adapted with responsibility)
2. Submission of monthly accounting information to board of management, with bank reconciliation and other requirements from January 2020 up to September 2022 (Authenticity of Management Accounting Information to Board of Management while verifying all necessary monthly information has been submitted responsibly to the board of management including timely bank reconciliation)
3. Auditing the unauthorized accessibility of Finance Accounting System. (Verify and report whether responsible system controls for accounting system are adhered to by the Authority in the period from January 2020 up to September 2022)
4. Preparation & practice of management accounting with timely budgets using Chart of Accounts (Verification and performing audit checks to ensure whether accounts are properly prepared and documented as responsible documents for financial management of each major divisions of the authority in the period from January 2020 up to September 2022)
5. Preparation of vendors, responsible authorization & execution of payments with obtaining timely approvals. from January 2020 up to September 2022 (Study the Payment System and comment on whether responsible timely

- approvals and procedures haven been properly adapted)
6. Acceptability of payment vouchers to trainees & responsible authorization for transparent accounting (Payments made to the training programs are properly authorized and accounting has been carried out in a transparent manner)
 7. Auditing of receipts, advance payments, bonds, registry of deliverables and agreements etc. pertaining to i) Project for Issuance of crafts identity card for registered construction craftsman development assistant and ii) project for Weerawila training center for the period from commencement to the setting at the end of September 2022, pertaining to associated contracts and/or project (Verify and report whether proper procedures are adapted on signing of agreements, payments, advances, etc.)
 8. Auditing of Training center financial accounting system operation and management during the period from January 2020 up to September 2022 (Verify and report on training center financial accounting are properly done as per procedure manual and comment on procedures adapted in case of Operator Training Cener, Center for Housing Planning and Building, Construction Equipment Training Centre, and Training Division)
 9. Utilization of vehicle itself, its fuel use, human resources use, deductions from users, rates for deductions etc., on (i) Regular permitted use and (ii) Use over and above the permitted allocation with respect to All assigned vehicles for the period from January 2018 to September 2022

These task-based assignments shall be further prioritized after an evaluation of on priority after considering the receipt of financial quotations. Please follow the Annexure 01 to submit your quotations with all necessary information.

The Company Profile, experience and qualifications of human resources proposed for tasks and sealed quotations with detailed shall be submitted to the “**Chairman, Construction Industry Development Authority, 123, Savsiripaya, Wijerama Mawatha, Colombo 07**” on or before 14.30 hrs on 26th October 2022.

Bids should be delivered & put in to the CIDA tender box under sealed cover to the above address and sealed outer cover enclosing the separate original and duplicate envelopes should marked “Tender for obtain the service of reputed experienced audit firms (1/4/7/00/127-2022)” on the upper left hand corner.

Any further clarifications shall be obtained by sending an email to ictadsupply@gmail.com not later than 25th October 2022 or by telephoning the CIDA supply division at 0112696166 or 0112699801 ext-438. The details corresponding to authorized Contact Person, including E-Mail, to be clearly mentioned in the submission.

The Chairman
Construction Industry Development Authority,
123,
Savsiripaya,
Wijerama Mawatha,
Colombo 07

Annexure 01 – Guiding Format for Financial Quotations

Quotations for task-based assignments are hereby called from reputed audit firms to obtain the services to be carried out as special financial audits from task 01 to task 09 in CIDA. Submit sealed financial proposal, details and the quotation using the following format given below. The audit firms are expected to mobilize sufficient resources to complete each task as urgent auditing tasks and completed within one month from the award of each task-based assignment. In each of these tasks the financial management has to be checked and verified for implementation as per CIDA manual of procedure, public enterprise guidelines for good governance, financial regulations and accepted accounting practices.

Task ID No.	Audit Task to Verify and Report	Quotation: Amount Quoted in Sri Lanka Rupees
1	Identification of missing vouchers from January 2020 up to September 2022 (<i>Verify and Report whether Proper procedures have been adapted with responsibility</i>)	
2	Submission of monthly accounting information to board of management, with bank reconciliation and other requirements from January 2020 up to September 2022 (<i>Authenticity of Management Accounting Information to Board of Management while verifying all necessary monthly information has been submitted responsibly to the board of management including timely bank reconciliation</i>)	
3	Auditing the unauthorized accessibility of Finance Accounting System. (<i>Verify and report whether responsible system controls for accounting system are adhered to by the Authority in the period from January 2020 up to September 2022</i>)	
4	Preparation & practice of management accounting with timely budgets using Chart of Accounts (<i>Verification and performing audit checks to ensure whether accounts are properly prepared and documented as responsible documents for financial management of each major divisions of the authority</i>)	
5	Preparation of vendors, responsible authorization & execution of payments with obtaining timely approvals. from January 2020 up to September 2022 (<i>Study the Payment System and comment on whether responsible timely approvals and procedures haven been properly adapted</i>)	
6	Acceptability of payment vouchers to trainees & responsible authorization for transparent accounting (<i>Payments made to the training programs are properly authorized and accounting has been carried out in a transparent manner</i>)	
7	Auditing of receipts, advance payments, bonds, registry of deliverables and agreements etc. pertaining to i) Project for <i>Issuance of crafts identity card for registered construction craftsman development assistant</i> and ii) project for Weerawila training center for the period from commencement of projects to the setting at the end of September 2022, pertaining to associated contracts and/or project (<i>Verify and report whether proper procedures are adapted on signing of agreements, payments, advances, etc. ,</i>)	
8	Auditing of Training center financial accounting system operation and management during the period from January 2020 up to September 2022 (<i>Verify and report on training center financial accounting are properly done as per procedure manual and comment on procedures adapted in case of Operator Training Cener, Center for Housing Planning and Building, Construction Equipment Training Centre, and the Training Division</i>)	
9	Utilization of vehicle itself, fuel, human resources, deductions etc., on (i) Regular permitted use and (ii) Use over and above the permitted allocation with respect to all assigned vehicles for the period from January 2018 to September 2022	

Chairman
Construction Industry Development Authority,
123, Savsiripaya, Wijerama Mawatha, Colombo 07