



**JARAMOGI OGINGA ODINGA UNIVERSITY OF SCIENCE AND TECHNOLOGY
STAFF RETIREMENT BENEFIT SCHEME**

REQUEST FOR QUOTATION

Quotation Description: Audit Services

Quotation No: JOOUST/SRB/A/001/07/2021

Date issued: 8/07/2021

Staff Retirement Benefit Scheme of Jaramogi Oginga Odinga University of Science & Technology is interested in contracting services of an Auditor for its Members Beneficiaries.

Scheme: Jaramogi Oginga Odinga University of Science and Technology Staff Retirement Benefits Scheme

Membership: 505 Members

Fund Type: Segregated, Defined Contributions Pension Scheme

Fund Value: Ksh. 834,971,004 as at 30th June 2020

Year-end: June

Location: Bondo.

Interested Service Providers are required to submit their signed priced proposal on email: pension@jooust.ac.ke on or before 23rd July 2021 at 5.00 p.m.

The Respondent shall be required to submit the following information in their proposal:

1. PRELIMINARY EVALUATION

- a) Company Profile
- b) Certificate of Registration
- c) PIN Certificate
- d) TAX Compliance Certificate (attach copy)
- e) 2 Years Audited Accounts (copies)
- f) Proof of registration with relevant professional / Regulatory Body
- g) Professional Practicing Certificates (Where applicable)

2. TECHNICAL EVALUATION

- 2.1 Profile of the Organization
- 2.2 Client Base
 - a) Client listing for similar services offered

3. FINANCIAL EVALUATION

- a) Professional fees and Basis
- b) Billing structure and Applicable Taxes

The Respondent can seek clarification from the under signed:

Pension Secretary

Email: pension@jooust.ac.ke

Telephone: 057-2058000

P. O. Box 210-40601, Bondo