



**BANGLADESH INLAND WATER TRANSPORT AUTHORITY (BIWTA)**  
**Office of the Project Director**  
Bangladesh Regional Waterway Transport Project1 (BRWTP-1)  
BSC Tower (Level- 19 & 21) 2-3 Rajuk Avenue  
Motijheel, Dhaka-1000, Bangladesh



**Memo No.18.11.0000.181.14.139.19.251**

**Date: April 08, 2021**

## **Request for Expressions of Interest**

(Consulting Services- Consulting Firm Selection)


(Market Approach: Open-National)

**Country** :Bangladesh  
**Name of the Project** :Bangladesh Regional Waterway Transport Project1 (Dredging in Chittagong-Dhaka-Ashuganj IWT Corridor along with associated linked routes and construction of terminal with allied infrastructure) (1<sup>st</sup> Revised)  
**Credit No.** :IDA Credit No.: 5842-BD  
**Assignment Title** :Internal Audit Services  
**Reference No.** : Package No. BRWTP-S18

1. The Government of the People's Republic of Bangladesh (GoB) has received financing credit from the International Development Agency (IDA) towards the cost of the "Bangladesh Regional Waterway Transport Project1 (*Dredging in Chittagong-Dhaka-Ashuganj IWT Corridor along with associated linked routes and construction of terminal with allied infrastructure*) (1<sup>st</sup> Revised)" being implemented by Project Implementation Unit (PIU) of Bangladesh Inland Water Transport Authority (BIWTA) under Ministry of Shipping of Government of the People's Republic of Bangladesh, and it intends to apply part of the proceeds for Consulting Services.
2. The consulting services ("Services") include mainly review the internal audit activity includes examining and evaluating the policies, procedures and systems which are in place to ensure: reliability and integrity of information, compliance with policies, plans procedures, laws and regulations; safeguarding assets; economical and efficient use of resources; and accomplishment of established objectives and goals for operations or programs. The audit should be carried out in accordance with the local as well as International Standards as would be applicable for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors and should include such tests and controls necessary for performance of the audit. Specific areas of audit should include the following; although not limited to: (a) Assessing the adequacy of the project's financial management system, including internal controls. This would include aspects such as adequacy and effectiveness of accounting, financial and operational controls exercised by the project and suggestions of improvement; (b) Ascertaining the extent of level of compliance with established policies, plans and procedures of the GoB, including those agreed under the legal agreement; (c) Verifying that the funds received under the project have been used in accordance with the financing agreement, with due attention to economy, efficiency and utilized only for the purposes for which the financing was provided; (d) Verifying Assets: Completeness, existence, recording, safeguard and utilization for the purpose intended including, physical verification of sample of assets; (e) Verify that the expenditures charged under the project are eligible for financing, correctly classified and all necessary supporting documents, records, accounts and contracts have been kept in respect of all project transactions/activities. The clear linkages exist between the accounting records, IUFRRs claims and Project Financial statements; (f) Developing an appropriate system of accounting and financial reporting exists, on the basis of which IUFRRs are prepared and submitted for reimbursement; (g) Verify and develop efficiency and timeliness of funds flow mechanism at the level of PIU and institutions for implementation of project activities; (h) Ascertaining the reliability of integrity, controls, security and effectiveness of the operation of computerized system; and (i) Review BRWTP1's risk management plans, financial policies, procedures, records, accounts and plans and appraise the effectiveness by which BRWTP1 meets its objectives. The Audit firm would be hired for a period of at least two months of each year (one month at the middle and one month at the end stage of each fiscal year) and total period of Contract would be throughout the period of July 2021 to December 2025 (4.5 years). However, the Contract will be signed for a period of 4.5 years, but extendable for the Contract depending on the satisfactory completion of assignment during the previous year. Further, based on the performance assessment, extension letter shall be issued for the next year. The Internal Audit team will deem the adequacy of controls

necessary in all areas and will seek to confirm that the PIU Management have taken necessary steps to achieve these objectives.

3. BIWTA now invites eligible and qualified Consulting Firms (“Consultants”) to indicate their interest in providing the indented services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. The shortlisting criteria are: (a) General Experience: The consulting firm should have: Experience in similar assignments with proven track record of development project audit specially IDA funded project in Bangladesh ; and All audit staff undertake continuing professional activities and at least all proposed Key Experts shall maintain membership of pertinent professional bodies. Besides these the following are required for eligibility: i) Company Registration and Financial statement (last year); ii) Reputed Registered Chartered Accountant (CA) firm in Bangladesh; iii) Audit Reports (last 5 years); iv) Bank Solvency Certificate; v) Bank name, branch name, account number, account type, closing balance, etc; vi) Audited certification has to be attached with the audit report ; vii) Project completion certificates from clients for similar projects; and viii) Resource personnel qualification for the project.
4. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank’s *Guidelines: Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers* [January 2011, revised July 2014] (“Consultant Guidelines”), setting forth the World Bank’s policy on conflict of interest.
5. Consultants may associate with other firms in the form of a joint venture or a sub-consultancy to enhance their qualifications.
6. A Consultant will be selected in accordance with the **Fixed-budget Based Selection (FBS) Method** set out in the Consultant Guidelines.
7. Terms of Reference (TOR) for the assignment would be available at Office of the Project Director during the office hours i.e. 09:00 to 17:00 hours and 9:00 to 15:30 hours (local Time/GMT+6) during the holy Ramadan, from Sunday to Thursday except public holidays; and also TOR in website: [www.biwta.gov.bd](http://www.biwta.gov.bd). Further information can be obtained at the address below during office hours.
8. Interested Consultant must submit **Two (2) sets** of Expressions of Interest (EOI) including **one (1) original and one (1) copy** in written duly enveloped shall be delivered to the address below by **May 05, 2021** within 11:30 hours local time (BST/GMT+6:00). At this stage of EOI, submission of detailed CVs of the proposed professional experts is not encouraged. In addition to the above, submission of softcopy (pdf version) of EOI document preferably in CD/DVD/USB Flash Drive will be appreciable. If there is any discrepancy between softcopy and hardcopy, the information provided in hardcopy will prevail.
9. The authority reserves the right to accept or reject any or all EOIs, or annul the process at any stage without assigning any reason(s) whatsoever and without incurring any liability to the affected applicant(s).

  
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