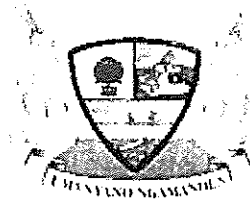


MBIZANA LOCAL MUNICIPALITY



ENTERPRISE RISK ASSESSMENT

1. Background

Registered Accounting and Audit firms with suitable qualifications and experience are called upon to submit proposals to perform a Municipal Wide Risk Assessment for Mbizana Local Municipality.

2. Scope of work

Municipality Proposals must include but not limited at least the following provisions

1. Facilitation of a 3 (three) day Risk Assessment Workshop.
2. Provision of advice in respect of weighting and prioritization of identified risks.
3. Compilation of a Municipal Wide Risk Register in respect of the following departments and Offices.
 - a. Office of the Mayor
 - b. Office of the Speaker
 - c. Office of the Municipal Manager
 - d. Budget and Treasury
 - e. Engineering Services
 - f. Community Services
 - g. Corporate Services
 - h. Development Planning
4. Compilation and linkage of identified risks to Risk based Internal Audit plan for the 2019-2020 financial year. In terms of *Institute of Internal Auditors Practice advisory 2010-1 and 2010-2*.
5. Risk Assessment in respect of Fraud within the organisation and other stakeholders.
6. Compilation and/or drafting of fraud risk registers for 2019/20 financial year.

Time-lines

We envisage that the assessment will be delivered in a period of 3 weeks. We have set out below the timing of each of the phases outlined above:

Phases	Description	Proposed Timing	Deliverable
1	Risk Assessment	06-07 June 2019	Risk Registers
2	Drafting of Risk-Based Coverage Plan	10-11 June 2019	Draft Risk-Based Coverage Plan 2019/20
3	Compilation of Risk Management Strategy Report	12-13 June 2019	Risk Management Strategy Report 2019/20
4	Reporting	17 June 2019	Final Annual Coverage Plan

1. Evaluation Process

The evaluation process will be the point system. Thus the proposals will be evaluated in terms of the 80/20 point system.

Enquiries

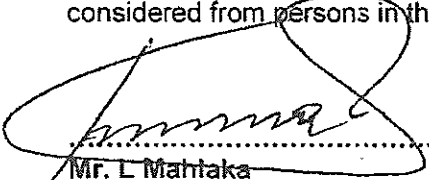
For enquiries and further details please contact Manager: Internal Audit, Mr. NA Mgxiva, on 039 251 0230 ext 2017 or 082 370 2948 during office hours.

2. Closing Date

The closing date for the proposals is Thursday, **30th of May 2019** at 12:00. Proposals must be enclosed in a sealed envelope clearly marked proposal number and addressed to the Municipal Manager. Proposals must be deposited in the tender box at the offices of Mbizana Local Municipality at 51 Winnie Madikizela Street, Bizana, 4800 on or before the closing date and time. Faxed, Emailed and late submissions will not be considered.

3. Conditions of Acceptance

Mbizana Local Municipality is under no obligation to accept any proposal and reserves the right to accept the whole or any part of the proposals. No proposals will be considered from persons in the service of state.



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Mr. L Mahtaka
Municipal Manager