



CENTRAL MEDICAL STORES TRUST

Trusted Partner in Healthcare

RE – ADVERTISED

Procurement No. CMST/AS/018/000690

Date of Issue: 25th March 2020

INVITATION FOR EXPRESSION OF INTEREST: PROVISION OF AUDIT MANAGEMENT SOFTWARE

1. The Central Medical Stores Trust (CMST) has budgeted financial resources towards the cost of implementing various programs and it intends to apply part of the funds for payments under the **contract for supply and installation of audit management software**, under Procurement Ref. No. CMST/AS/018/000690.
2. The Chairperson of the CMST Internal Procurement Disposal Committee (IPDC) now invites sealed letters of Expression of Interest (EOI) from eligible and qualified consulting firm for the provision of audit management software.
3. The objective of the assignment is to hire a consulting firm to supply, configure, train and provide support of the software to the CMST Internal Audit Function, in line with the functional requirements in section 4 below.
4. The Software should be capable of and have the ability to perform the following functions:
 - 4.1 Operational Planning/Global Risk Assessment/Resource Allocation.
 - 4.2 Audit Planning, Client/Project Initial Set-Up and Access Management.
 - 4.3 Risk Assessment, Governance, Risk & Compliance (GRC).
 - 4.4 Modelling - Creation and use of visual techniques/Generation of customized reports/ Availability of separate Risk Assessment module.

- 4.5 Assessment - Creation and use of visual tools/Storage and retrieval.
 - 4.6 Project / Work Flow Management and Process Flow.
 - 4.7 Audit Execution - capability to access the audit procedures captured in the audit program.
 - 4.8 Audit Scheduling, Audit Assessment and Audit Monitoring.
 - 4.9 Administration - capable of management of human resources.
 - 4.10 Audit Documentation through Electronic Working Papers.
 - 4.11 Audit Reporting - must support wide range filtering facility.
 - 4.12 Follow-up: able to track and monitor audit cases.
 - 4.13 Process Flow: capable of / Creation of business process flows / Storage of common business process/ Importation of business process models/ Customization of common business process models/Storage of business process maps/flow charts.
 - 4.14 Client Connectivity: Access/entry into the system via the internet/ Differentiated access.
 - 4.15 Survey and Assessment Technology.
5. Consulting Firm requirements:
- 5.1 Implementation Services/ Support Services/ Implementation.
 - 5.2 Training & Knowledge transfer to CMST Internal Audit Function.
6. Evaluation of submitted Expression of Interest:
- 6.1 CMST will evaluate the expression of interest on pass or fail basis and only qualified firms shall be shortlisted to submit both technical and financial proposals.
 - 6.2 A firm will be selected in accordance with the procedures set out in the Malawi Public Procurement and Disposal of Assets Act 2017.
7. Call for Expression of Interest:
- 7.1 CMST now invites expression of interest from eligible and qualified Consulting firms to supply, configure, train and provide support of the software to the CMST Internal Audit Function.
8. Submission of Expression of Interest:
- 8.1 Interested firms are therefore advised to submit their expression of interest by **8th April 2020 at 14:00** hours local Malawian time.
 - 8.2 The Expression of Interest should be deposited in sealed envelopes in the '**Tender Box**' located at the Reception, on Ground Floor, at Central Medical Stores Trust Headquarters,

opposite Kamuzu College of Nursing along Mzimba Street in Lilongwe, Malawi, addressed as below:

**The Chairman
Internal Procurement Disposal of Assets Committee (IPDC)
Central Medical Stores Trust
Mzimba Street
Opposite Kamuzu College of Nursing
Private Bag 55
LILONGWE**