

TENDER NOTICE

EXPRESSION OF INTEREST (EOI) FOR CONSULTANCY SERVICES FOR A SYSTEMS AUDIT ON AN INTEGRATED INFORMATION MANAGEMENT SYSTEM (IMIS) PROJECT AND OTHER RELATED SYSTEMS

The Communications Commission of Kenya (CCK) is the independent regulatory authority for the ICT industry in Kenya with responsibilities in telecommunications, radio communication, broadcasting and postal services.

As part of streamlining its information accessibility, the Commission is in the final phase of implementing an Integrated Management Information System (IMIS). The objective of the IMIS is to centralise information at the Commission and enhance the efficiency and speed to access of Commission's information by both internal and external stakeholders. Among the modules to be fully integrated are: Finance & Accounting, Procurement, Customer Relationship Management, Document management, Workflow management, Helpdesk management, and Intranet functionality, amongst others.

CCK therefore invites interested **local firms** to submit an expression of interest (EOI) for an implementation audit of the aforementioned IMIS project and related information systems.

The EOI must include the following information:

1. Company profile (Company history, contacts, products/services, affiliations, etc.)
2. Official Documents: Certificate of business registration/ Certificate of incorporation in Kenya, Tax compliance certificate, VAT Registration & PIN Number.
3. Demonstration of at least three (3) years experience in carrying out systems audits on similar integrated management information systems.
4. Descriptions of at least three (3) similar integrated systems audits previously carried out and reference letters from the said client organizations together with contact persons.
5. Demonstration of financial capability in carrying out the implementation of audits by attaching audited accounts for the last two (2) years.
6. Give a brief description on the proposed methodology and schedule of implementation of the information systems audit.

The EOI should be submitted in plain sealed envelopes clearly marked, **CCK/EOI/02/2009-2010 "EXPRESSION OF INTEREST (EOI) FOR CONSULTANCY SERVICES FOR A SYSTEMS AUDIT ON AN INTEGRATED INFORMATION MANAGEMENT SYSTEM (IMIS) PROJECT AND OTHER RELATED SYSTEMS"** to be deposited in the tender box on the ground floor of the CCK Centre or sent to the address given below, so as to reach on or before **14th April, 2010 at 2.30 p.m.**

Secretary

Tender committee

Communications Commission of Kenya

P.O. Box 14448, Nairobi, 00800

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Bids shall be opened soon thereafter at the Commission's 1st floor meeting room in the presence of the bidders representative(s) who choose to attend.



**Communications
Commission
of Kenya**