

## Request for Proposal (RFP) for Statutory Audit Services for the Financial Year 2024

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### About Kencream SACCO Society Limited:

Kencream SACCO Society Limited is a deposit taking savings and credit cooperative society, regulated by the SACCO Society Regulatory Authority (SASRA) under SACCO Societies Act 2 No. 14 of 2008. The SACCO was formed in March 2002 by a group of Staff from New KCC with the primary purpose of improving the social and economic well-being of its members. In 2014 it opened membership to employees of other companies, milk farmers, New KCC suppliers, members of organized groups and the business community.

### Request for Proposal (RFP) for Statutory Audit Services

Kencream SACCO Society Limited invites qualified and experienced auditing firms to submit proposals for independent audit services for the financial year 2024.

### Submission Requirements:

#### Firm Overview:

- Provide a brief description of your auditing firm, including its history, mission, and values.
- Clearly outline the range of services your firm offers.

#### Portfolio of Past Engagements:

- Submit a comprehensive portfolio of past audit engagements, emphasizing experience in auditing Savings and Cooperative Societies (SACCOs).
- Include references from previous clients.

#### Experience in SACCO Auditing:

Detail your background and experience specifically related to auditing Savings and Cooperative Societies, with a focus on SASRA regulated SACCOs.

#### Organizational Structure:

Describe the size and organizational structure of your auditing firm, highlighting key personnel and their roles.

#### Registration by SASRA/Ministry of Cooperatives:

Provide evidence of registration by the SASRA and or Ministry of Cooperatives.

#### Registration by ICPAK:

Provide evidence of registration by the Institute of Certified Public Accountants of Kenya (ICPAK).



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### Proposed Timeline:

- Outline a proposed timeline for the audit process, including preparation, fieldwork, and final reporting.
- Clearly specify milestones and deadlines.

### Audit Fee and Terms:

- Submit a detailed proposal for the audit fee, including a breakdown of costs.
- Specify any terms and conditions related to the audit engagement.

### Submission Deadline:

- All proposals must be submitted by **Thursday, 15<sup>th</sup> February, 2024**.
- Late submissions will not be considered.

### Submission Instructions:

Please submit your proposal in a sealed envelope marked "**PROPOSAL FOR PROVISION OF STATUTORY AUDIT SERVICES**" to the following address:-

THE C.E.O,  
KENCREAM SACCO SOCIETY LIMITED,  
P.O BOX 30131 – 00100,  
NAIROBI,

And dropped in the tender box located at the Sacco's banking hall on or before Thursday, 15<sup>th</sup> February, 2024;

### Contact Information:

For inquiries or additional information, please contact Kencream Sacco Society Limited through the email: [info@kencreamsacco.co.ke](mailto:info@kencreamsacco.co.ke) or Call us on +254 703756350.

### Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

- Experience and expertise in SACCO auditing.
- Reputation and references from past clients.
- Proposed timeline and approach.
- Organizational structure and key personnel.
- Compliance with ICPAK and SASRA regulations.
- Proposed audit fee and terms.

Boniface Kihara  
**Chief Executive Officer**

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Location: Dakar Road, Off Enterprise Road, Industrial Area, Nairobi, Kenya | +254 703756350

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