



PUBLIC TENDER NOTICE

No. 1 of 2019

The British Virgin Islands Financial Services Commission (BVIFSC) invites independent local audit firms to tender for:

Provision of external auditing and tax services for three consecutive fiscal years beginning with the fiscal year ended December 31, 2018 and ending with the fiscal year ending December 31, 2020:

SCOPE OF WORK:

Annual audit for BVIFSC consolidated financial statements prepared in accordance with IFRS.

Annual audit of BVIFSC's Hong Kong subsidiary in accordance with HKFRS including the preparation and submission of tax returns.

INSTRUCTION TO TENDERERS:

Tenderers are required to furnish the following:

- a) Certificates of Good Standing in respect of Social Security and Payroll Taxes from:
 - i. The Director of the Social Security Board; and The Commissioner of Inland Revenue;
- b) Trade License (valid for 2019) (if Partnership or Sole Proprietorship);
- c) Certificate of Good Standing from Registry of Corporate Affairs (if incorporated);
- d) Certificate of Good Standing issued by the National Health Insurance; and

- e) Any other documentation as listed in the Request for Proposal Document (RFPD).

NOTE: The date of issue indicated on the above mentioned certificates should be no earlier than one month prior to the date of the submission.

Failure on the part of the Tenderers to enclose the supporting documentation as indicated above may result in the tender not being considered.

MINIMUM REQUIREMENTS FOR TENDERERS:

- A. A firm must have the resources, infrastructure and coverage to execute the proposed engagements.
- B. A firm must have safeguards to any threats to independence and objectivity and have safeguards to overcome any threats.
- C. A firm must be able to commence the engagement no later than **April 1, 2019**.

REQUEST FOR RFPD DOCUMENT:

The RFPD is available in a digital format upon request from **TUESDAY 15TH JANUARY, 2019**.

Please email all requests to: Mr. Sheldon Scatliffe, Director, Finance, scatliffes@bvifsc.vg

SUBMISSION OF TENDERS:

Interested firms **MUST** submit one original hard copy of the tender in a sealed envelope marked "**Provision of external auditing and tax services**" and addressed to:

Director, Finance
Finance Department
Corporate Services Division
BVI Financial Services Commission
Pasea Estate, Tortola
British Virgin Islands

Although not required, a digital copy of the tender may also be submitted to Mr. Sheldon Scatliffe, Director, Finance, scatliffes@bvifsc.vg

All tenders must be submitted to the BVIFSC at Pasea Estate, Tortola, British Virgin Islands no later than 4:30 p.m. on **FRIDAY 8TH FEBRUARY, 2019**.

The BVIFSC does not bind itself to accept the lowest or any other tender and will not defray any costs incurred by the Tenderer.

For additional information, the contact officer is Mr. Sheldon Scatliffe, Director, Finance, telephone number (284) 494 4190 ext. 4020 or scatliffes@bvifsc.vg.