

VOLTA RIVER AUTHORITY

EXPRESSION OF INTEREST

CONSULTANCY SERVICES FOR IT AUDIT

The Volta River Authority (VRA) intends to apply part of its Internally Generated Funds (IGF) to carry out an audit of its Information Technology infrastructure and resources.

The VRA now invites proposals from qualified Consultancy Firms to undertake a diagnostic study of its Information Technology infrastructure and provide recommendations to enhance its Business and Corporate Strategy.

The assignment is to provide Management with an independent professional view of the short, medium and long-term strengths, weaknesses, opportunities and threats of the current ICT assets of the VRA and provide recommendations to the Management of VRA.

The scope of services required includes but not limited to the following:

- High Level Review of the General Business Operations and Direction
- Detailed Review of ICT Governance Policies and Procedures
- Detailed Review of any Previous ICT Strategies
- Detailed Review of ICT Resources and Processes
- Detailed Review of the ICT 3rd Party Technology Interfacing.
- Review of International Best Practices
- Preparation of Baseline Report

Mandatory Requirements:

1. Name of company
2. Nature of core business
3. Documentary evidence to support the following
 - a. Proof of required licensing and professional registration(s) from recognized professional body or bodies where necessary.
 - b. Valid and verifiable Partnership relationships with Oracle, Microsoft, Cisco, SAP.
 - c. Certifications in ITIL, ISO or COBIT is highly desirable.
 - d. Documentary evidence of similar assignments executed in the last five (5) years (Name of Client, Scope of Services, Value of Contracts, Year Executed etc. to be stated).
 - e. Technical and Managerial Ability of company evidenced by summarised CVs of proposed staff.

4. Additional Requirement for Local Firms include:

- Valid Business Registration and Incorporation Certificates
- Valid VAT Registration Certificate
- Valid Tax Clearance Certificate
- Valid SSNIT Clearance Certificate

Notes:

- Selection/shortlisting of companies will be in accordance with the listed requirements and requirements of the Public Procurement Act 2003 (Act 663) as amended, of the Republic of Ghana.
- One (1) original and two (2) copies of each EOI, in sealed envelope clearly marked with the right EOI subject shall be submitted. A submission form must be signed at the time an EOI is submitted by a representative of a company or organization.

- Only shortlisted entities will be invited for the second stage of the procurement process (Request for Proposal) leading to a final selection of the successful Service Provider.

- Interested firms may obtain further information from the Office of the **Director, Procurement Department, Volta River Authority, Tema** from 9:00am to 3:00pm from **September 5, 2018 to October 4, 2018.**

Tel No: 0302-744410/ 0303-963162

Email: secprd@vra.com

- Expression of interest must be signed, sealed and clearly marked **“EXPRESSION OF INTEREST FOR CONSULTANCY SERVICES FOR IT AUDIT”** and addressed to:

**THE DIRECTOR OF PROCUREMENT
VOLTA RIVER AUTHORITY
TEMA**

And delivered to:

**The Office of the Director, Procurement
Room No. 001, Procurement Department
Volta River Authority
(located 2km off Tema Motorway Roundabout to
Aflao Road, Close to the Tema Steel Works)**

by 12 Noon on Thursday October 4, 2018.

- Late Expressions of Interest would be rejected.



**VOLTA
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