

REQUEST FOR PROPOSALS N° 004/C/ICPAR/2022

Letter of Invitation (LOI)

Dear Madam /Sir;

1. The Institute of Certified Public Accountants of Rwanda (ICPAR) would like to invite proposals for audit of its financial statement. More details on requirement for these services are provided in the request for Proposal document.
2. A firm will be selected under **Quality and Cost Based Selection (QCBS)** and procedures described in the RFP.
3. The RFP includes the following documents:
 - Section 1 - Letter of Invitation
 - Section 2 - Instructions to Consultants (including Data Sheet)
 - Section 3 - Technical Proposal - Standard Forms
 - Section 4 - Financial Proposal - Standard Forms
 - Section 5 - Terms of Reference
 - Section 6 - Standard Forms of Contract
4. Participation is open to all ICPAR auditing firm members who not have conflicting relationships as provided in the RFP. The request for proposal may be obtained downloaded from ICPAR website (www.icparwanda.com). Bidders may obtain further information at the ICPAR Office at Kacyiru or email to procurement@icparwanda.com, not later than 7 days prior to the deadline for submission of bids.
5. Please submit your proposals in sealed envelopes not later than **16th March, 2022 at 10:00 am** local time at ICPAR offices at Kacyiru Sector/ Gasabo District. The opening of technical proposals will take place the same day at 10:30am Local time.

Yours sincerely,

Amin Miramago
Chief Executive Officer
ICPAR