

ANNEX F -PROPOSAL CHECKLIST

The following submission checklist should be completed to ensure that all requirements in the RFP have been included. Please indicate also, where applicable, the section of your proposal in which each item has been met and/or addressed.

Submission Requirements	Met	
Annex E – Proposal Submission Form		
Annex F – Proposal Checklist		
Annex D – Pricing Table		
Background Information & Professional Certifications of Proposed Auditor for Audit Services & Financial Mentor for Financial Mentor Services as per (Section 1, Clause 8.1)		
Corporate Profile of the Proponent as per (Section 1, Clause 8.1)		
Achievements of the Proponent on 3 previous projects as per (Section 1, Clause 8.1)		
Financial Statements of the Proponent as per (Section 1, Clause 8.1)		
Detailed Plan as per (Section 1, Clause 15)		
All documents submitted by email in Adobe Acrobat PDF format, Fax or Originals to CCC as per (Section 1, Clause 6.9) not later than 2:00 pm, EST on January 27, 2010 as per (Section 1, Clause 6.2)		
Maximum number of pages of the proposal is 30, not including cover letter, title page, annexes included with the RFP or Financial Statements to be submitted by the Proponent. (Section 1, Clause 6.4)		
All proposals must be submitted in the English language (Section 1, Clause 6.5)		
Submission of Evaluation Requirements	Met/Addressed	Section
Mandatory (Section 1, Para 8.1)		
M1 Proposal Submission Form (Annex E)		
M2 Proposal Checklist (Annex F)		
M3 Professional Certifications of proposed individuals		
M4 The Proponent must demonstrate that it is a recognized firm within the audit and financial industry, currently has offices in Sudan or Africa and has been operating for at least 10 years		
M6 The Proponent must pass the financial evaluation as per Article 18.1 of the RFP		
Rated (Part 1, Para 8.1 & Annex C)		
R1 Pricing Table (Annex D)		
R2 Corporate Profile		
R3 Achievements of the Proponent on 3 Previous Projects		
R4 Experience of individuals		
R5 Detailed Plan		