

MAKHADO MUNICIPALITY

QUOTE NO. MAK84/2015/2016

QUOTATION: APPOINTMENT OF A SERVICE / CONSULTANT TO RENDER ICT AUDIT FOR INTERNAL AUDIT UNIT FOR MAKHADO MUNICIPALITY

All interested service providers are hereby invited to submit written quotations for the **Appointment of a service /consultant to render ICT audit for Internal Audit Unit for Makhado Municipality**

SCOPE OF WORK

Scope

This scope of the audit will primarily focus on the information Technology General Controls, system application and security

Focus Areas

The scope will be limited to the IT General Controls review focusing on the following processes:

- IT Governance
- Security Review (password Policy management, User access management approval and removal of user access procedure) on primary domain and financially impacted system
- Change Management
- Review Incident and problem management
- Review management of third party agreement
- Review management of physical environment (Computer room)
- Review Back-up and storage management
- Review management Disaster Recovery Plan
- Review segregation of duties

Operating System

- Review of User account management – existence of dormant user IDs
- Review of Password policy management
- Review of System permission and auditing management and
- Review of Segregation of duties management on operating system and database platforms

Windows Domain

- Review of logical access on operating system (windows domain controller); and
- Review of User account management on windows domain controller

Oracle Database

- Review of Database security, permission and auditing management
- Review of Database backup and restore management
- Review of inappropriate file system and access management, and

- Database patches management

Requirements

- **Valid Original Tax Clearance Certificate**
- **Copy of company registration certificate**
- **Certified copy/copies of company owner(s) ID Books**
- **BBBEE certificate**
- **Proof of payment of municipal bills, accounts and Service or statement**
- **Track record/experience of 3 years plus in auditing ICT general controls, system application and security in a municipal environment**
- **Attached proof of IIA membership**

Quotations must be as follows:

1. Be signed by an authorized person of the supplier
2. Be on an original letter head of the company/enterprise
3. Be valid for a period of sixty (60) days from the closing date
4. clearly indicate the price charged vat inclusive
5. Be accompanied by an original valid SARS Tax Clearance Certificate.
6. Be accompanied by fully completed MBD 6.1 and MBD 4 obtainable from the municipality or can be downloaded from municipal website www.makhado.gov.za.

Fully priced and signed quotations must be sealed in an envelope clearly marked quote number "MAK84/2015/2016 " & description' " and be deposited in the tender box at the foyer of the Civic Centre at the physical address reflected below by no later than **12H00 of 18 MARCH 2016**

Quotations received will be assessed in accordance with the Municipal Supply Chain Management Regulations, 2005 read with Council's Supply Chain Management Policy and 80/20 points scoring will be used. Preference points will be allocated according to BBBEE rating.

Please Note:

1. No quotation by facsimile or by e-mail will be accepted.
2. Enquiries in this regard must be directed to **Mr KGOPA AM** at contact number: **015 519 3031** during office hours.
3. Council reserves the right not to accept lowest or any quotation or to accept part of a quotation only.
4. Admin enquiries can be directed to **Ms Ntsieni TP** or **Mr Ramabulana M** at **015 519 3129/3179**

Civic Centre
83 Krogh Street
LOUIS TRICHARDT
0920

Notice no: 35/2016
File no: 8/3/2/1
IP MUTSHINYALI
MUNICIPAL MANAGER