



At the edge of digital innovation

**Request for Proposal
for
the Provision of Audit and Tax Services**

Procurement No: Ref: SIL/OAB-SC/SRFP27-SIA/06-26

State Informatics Limited
6th floor, Sun Insurance Building,
2 St Georges Street,
Port Louis
Tel 230-207 8000 Fax 230-208 8661
July 2026

Request for Proposal

LETTER OF INVITATION

Dear Sir,

Subject: *Request for Proposal for the Provision of Audit and Tax Services*

1. You are hereby invited to submit technical and financial proposals for Audit and Tax Services required for State Informatics Limited which could form the basis for future negotiations and ultimately, a contract between you and State Informatics Limited.
2. The purpose of this assignment is to appoint an external auditor to provide the following services for State Informatics Limited (SIL):
 - a) Conduct the statutory audit of SIL's financial statements for the financial years ending 30 June 2025, 30 June 2026, and 30 June 2027.
 - b) Audit and prepare the consolidated Group financial statements for the financial years ending 30 June 2025, 30 June 2026, and 30 June 2027, where applicable.
 - c) Prepare the corporate tax computations and assist with the filing of SIL's annual income tax returns for the financial years ending 30 June 2025, 30 June 2026, and 30 June 2027.
3. The following documents are enclosed to enable you to submit your proposal:
 - (a) the Terms of Reference (TOR) (Annexure 1);
 - (b) supplementary information for consultants, including a suggested format of curriculum vitae (Annexure 2); and
 - (c) a sample format of the Service Contract under which the service will be performed (Annexure 3).
4. Any request for clarification should be forwarded via e-mail **purchasing@sil.mu** addressed to the same person mentioned in para. 7. Request for clarifications should be received **10 days** prior to the deadline set for submission of proposals in para. 7.
5. State Informatics Limited requires that bidders/suppliers/contractors participating in the procurement in Mauritius observe the highest standard of ethics during the procurement process and execution of contracts.

Consultants are advised to consult the website of the Procurement Policy Office of Mauritius ppo.govmu.org to acquaint themselves with the legislations related to procurement in Mauritius.

6. Eligibility

- 6.1 (a) In accordance with CIDB Act 2008, Consultants, whether local or foreign under an existing or intended joint venture operating in the construction sector have the statutory obligation to be registered with the Construction Industry Development Board (CIDB), as appropriate, prior to bidding for the project.
- (b) Consultants are strongly advised to consult the website of the CIDB cidb.govmu.org for further details concerning registration of consultants.
- 6.2 (a) A consultant that is under a declaration of ineligibility by the Government of Mauritius in accordance with applicable laws at the date of the deadline for bid submission and thereafter shall be disqualified.

(b) Proposals from consultants appearing on the ineligibility lists of African Development Bank, Asian Development Bank, European Bank for Reconstruction and Development, Inter-American Development Bank Group and World Bank Group shall be rejected.

Links for checking the ineligibility lists are available on the PPO's website: ppo.govmu.org

(c) Consultants should submit a statement on past and present declaration of ineligibility, if any, by any international agency or any termination of contract for unsuccessful completion of assignment, giving adequate details to enable a fair assessment.

7. Submission of Proposals

The proposals from the shortlisted auditors shall be submitted in **two (2)** separate envelopes, viz., Technical and Financial, and should follow the form given in the "Supplementary Information for Auditors."

The proposals should be deposited in the **Bid/Tender Box** located at State Informatics Limited, 6th Floor, Sanlam Building, 2, St Georges Street, Port Louis., **not later than 7th August 2026 not later than 15hrs.**

Bids by post or hand delivered should reach State Informatics Limited, 6th Floor, Sanlam Building, 2, St Georges Street, Port Louis **by the same date and time at latest.**

Late submissions will be rejected.

Bids received by e-mail will not be considered.

8. Deciding Award of Contract

Qualification and experience of the consultants shall be considered as the paramount requirement. The proposals will be evaluated on the basis of a maximum of 70 marks for

Technical Proposals and 30 marks for Financial proposals. Proposals from consultants should score at least 50 marks for the Technical Proposals to be retained for further consideration.

Only those consultants scoring a total of 70 marks on the overall assessment shall be considered for the assignment. Negotiations will start with the Consultant scoring the highest marks and if negotiation is not successful, negotiation will start with the next best ranked Consultant and so on until an agreement is reached. Should you be contacted for negotiations, you must be prepared to furnish the detailed cost break-down and other clarifications to the proposals submitted by you, as may be required to adjudge the reasonableness of your price proposals.

9. Please note that. State Informatics Limited is not bound to select any of the consultants submitting proposals.

10. It is estimated that the minimum duration of the assignment shall be for a period of three years. You should base your financial proposal on these figures, giving an indication of man-months considered necessary by you to undertake the assignment. The extent to be spent in Mauritius and that in office outside Mauritius should be clearly indicated. The rate proposed in your submission will be applied in case the duration of the assignment is to be extended.

11. You are requested to hold your proposal **valid for 90 days** from the deadline for submission of proposals during which period you will maintain without change, your proposed price. State Informatics Limited will make its best efforts to finalize the agreement within this period.

12. Please note that the cost of preparing a proposal and of negotiating a contract including visits to Mauritius, if any, is not reimbursable as a direct cost of the assignment.

13. Assuming that the contract can be satisfactorily concluded in 2 weeks, you will be expected to take up/commence with the assignment immediately.

14. Tax Liability

Please note that the remuneration which you receive from this contract will be subject to normal tax liability in Mauritius.

Consultant, other than Mauritian nationals, shall be subject to local taxes (such as: value added tax, social charges or income taxes on non-resident Foreign Personnel, duties, fees, levies) on amounts payable by the Client under the Contract.

Note: With respect to temporary admissions, the temporary admission regime under the Customs Act will apply.

Consultants are requested to contact the Mauritius Revenue Authority at the following address to obtain the relevant information in this respect.

Mauritius Revenue Authority
Ehram Court, Cnr Mgr. Gonin & Sir Virgil Naz Streets, Port Louis, Mauritius
Tel: +230 207 6000 ●Fax: +230 207 6053
Email: largetaxpayer@mra.mu
●Website: <http://mra.mu>

15. The Consultant shall meet the cost of any insurance and/or medical examination or treatment required by him/her in the course of performing the services.

16. We commit ourselves to maintain the highest standard of integrity and ethical principles during all stages of the procurement cycle.

17. The State Informatics Limited would like to thank you for considering this invitation for submission of proposals.

Yours faithfully,

Enclosures:

Annexure 1: Terms of Reference.

Annexure 2: Supplementary Information to Consultant.

Annexure 3: Draft contract under which service will be performed.

TERMS OF REFERENCE

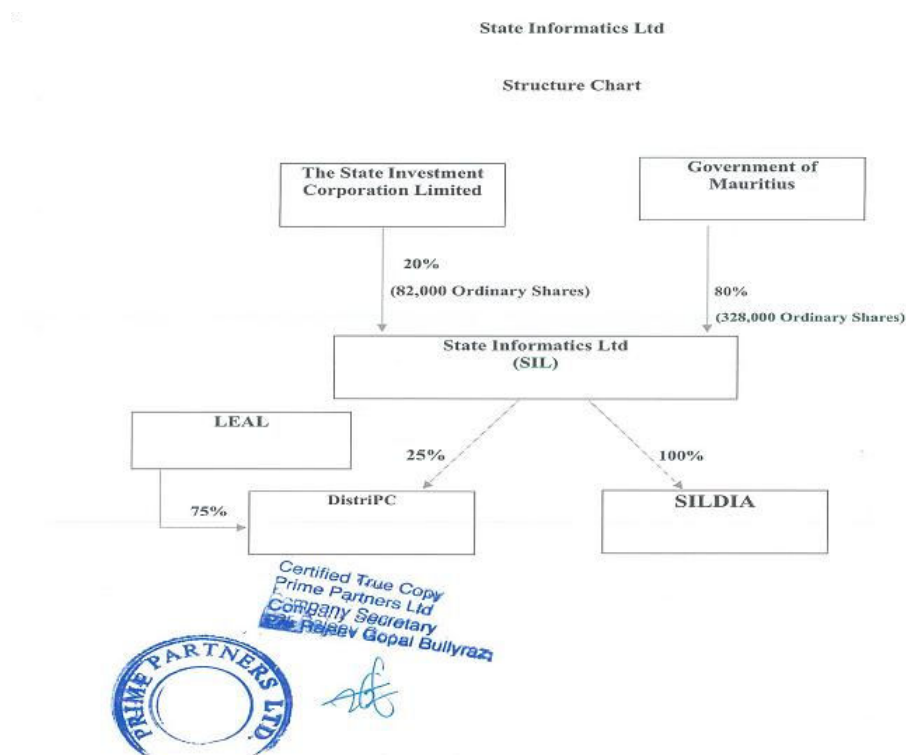
Part 1. Background

State Informatics Ltd (SIL) is a leading digital transformation partner delivering secure, intelligent, and data-driven solutions that empower organizations to operate more efficiently and strategically in a rapidly evolving digital landscape. With over 35 years of experience and more than 350 successful projects, SIL combines deep technical expertise with disciplined execution to design, implement, and manage mission-critical systems across diverse sectors. Our capabilities span GovTech, AI and data analytics, cybersecurity, cloud infrastructure, consultancy, and managed IT services—enabling institutions to modernize operations, strengthen digital resilience, enhance decision-making, and deliver seamless, user-centric experiences.

Positioned as an emerging regional leader in GovTech and AI-driven innovation, SIL supports clients across Mauritius and more than 15 African countries with scalable, future-ready solutions tailored to their unique environments. From integrated financial systems and digital identity platforms to enterprise resource planning, intelligent automation, and secure private and hybrid cloud ecosystems, we help organizations safeguard critical assets, unlock productivity, and maintain data sovereignty. Guided by ISO 9001-certified processes and a strong culture of innovation and trust, SIL remains committed to delivering measurable impact while shaping smarter, more secure, and more connected digital ecosystems across the region.

Holding Structure

The Holding Structure of SIL as at the reporting date is as follows



Part 2. The Deliverables:

- Statutory audit of SIL for the financial years ending 30 June 2025, 30 June 2026, and 30 June 2027;
- Preparation and audit of Consolidated Group Financial Statements for FY2025, FY2026, and FY2027; and
- Provide tax services for all relevant financial years.
- Submission of the audited financial statements within:
 - 4 months for FY2025;
 - 4 months for FY2026; and
 - 4 months for FY2027;

Part 3. The Mandatory Criteria

1. Years incorporated and existence in Mauritius of more than five (5) years;
2. Three (3) to five (5) years' experience of Auditor in statutory audit, financial statement audit and tax services.
3. Minimum three (3) similar nature assignments completed within the last five (5) years, supported by references (Form-3), preferable, auditing (similar nature - statutory audit, financial statement and tax services) of at least one ICT-related company;
4. Details on team members' experience; required min. 2 years of experience in Audit of Financial statement; ACCA level 2 or equivalent
5. Lead engagement partner fully ACCA/FCCA qualified (provide a copy of the partner's ACCA/FCCA membership certificate);
6. Average turnover of at least MUR 25 million over the last three (3) financial years; confirmed by a signed declaration of annual turnover;
7. Submission of detailed methodology and work plan aligned with expected delivery timeline.

Part 4. Contract duration and fees

- (a) Duration of contract: 3 years, with possibility of renewal for additional 2 years.
- (b) Contract is on a yearly basis.
- (c) Payment within 30 days as from Invoice, upon delivery of Consolidated Financial Statements & Tax services

Annexure - 2

SUPPLEMENTARY INFORMATION FOR CONSULTANTS

Proposals

Proposals should include the following information:

(a) Technical Proposals

- (i) Curriculum Vitae of Consultant (F-2).
- (ii) An outline of recent experience on assignments/ projects of similar nature executed during the last five years in the format given in Form F-3.
- (iii) Any comments or suggestions of the Consultant on the Terms of Reference (TOR).
- (iv) A description of the manner in which the Consultant would plan to execute the work.
- (v) The Consultant's comments, if any, on the data, services and facilities to be provided by the Public body indicated in the Terms of Reference (TOR).
- (vi) Business Registration, Incorporation Certificate, confirmation of registration on the Register of Licensed Auditors.
- (vii) Name of the proposed Engagement Partner and license details.
- (viii) Company Profile

(b) Financial Proposals

The financial proposals should be given in the form of summary of Contract estimate in Form F- 4.

Contract Negotiations

The aim of the negotiations is to reach an agreement on all points with the Consultant and initial a draft contract by the conclusion of negotiations. Negotiations commence with a discussion of Consultant's proposal, the proposed work plan, and any suggestions you may have made to improve the Terms of Reference. Agreement will then be reached on the final Terms of Reference and the bar chart, which will indicate periods in max 3 months and reporting schedule.

Once these matters have been agreed, financial negotiations will take place and will begin with a discussion of your proposed payment schedule.

The financial negotiations will involve neither the remuneration rates for staff nor other proposed unit rates except in the event that there is only one responsive bidder whose evaluated rates substantially exceed the estimated cost and a re-bid exercise is not considered practical, such rates may be exceptionally negotiated.

Review of reports

A review committee of three members will review all reports and suggest any modifications/changes considered necessary within 15 days of receipt.

FORM NO.F-1

From: _____

To: _____

Sir

Hiring of Consultancy Services for Audit and Tax Services for State Informatics Limited

I/We _____ herewith enclose Technical and Financial Proposals for selection as Consultant for the State Informatics Limited.

I/we undertake that, in competing for (and, if the award is made to me/us, in executing) the above contract, I/we will strictly abide by the Conduct for bidders and Contractors as provided under the Public Procurement Act 2006 of Mauritius.

I/we hereby certify that we have taken steps to ensure that no person acting for us or on our behalf will engage in any type of fraud and corruption during our participation in the bidding process and we commit ourselves to observe the same principles if the contract is awarded to me/us and during its execution. We understand that transgression of the above is a serious offence and appropriate actions will be taken against me/us.

Yours faithfully

Signature: _____

Full name: _____

and address: _____

FORM F-2

FORMAT OF CURRICULUM VITAE (CV) FOR CONSULTANT

Name of Consultant: _____

Profession: _____

Date of Birth: _____

Nationality: _____

Membership in Professional bodies: _____

Key Qualifications:

[Give an outline of experience and training most pertinent to tasks on assignment. Describe degree of responsibility held on relevant previous assignments and give dates and locations. Use about half a page.]

Education:

[Summarize college/university and other specialized education, giving names of institutions, dates attended, and degrees obtained. Use about one quarter of a page.]

Employment Record:

[Starting with present position, list in reverse order every employment held. List all positions held since graduation, giving dates, names of employing organizations, titles of positions held, and locations of assignments. For experience in last ten years, also give types of activities performed and employers references, where appropriate. Use about two pages.]

Languages:

[For each language indicate proficiency: excellent, good, fair, or poor; in speaking, reading, and writing]

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, these data correctly describe me, my qualifications, and experience.

Date: *Day/Month/Year*

[Signature of Consultant]

Full name of Consultant: _____

FORM F-3**ASSIGNMENTS OF SIMILAR NATURE SUCCESSFULLY COMPLETED DURING
LAST 5 YEARS**

1. Outline of recent experience on assignments of similar nature:

Sl.No	Name of assignment	Name of Project	Owner or Sponsoring agency	Cost of Project	Date of Commencement	Date of Completion	Was assignment satisfactorily completed

Note: Please attach certificates from the employer by way of documentary proof. (Issued by the Officer of rank not below that of Divisional Manager or equivalent.)

FORM F-4

Cost Estimate of Services¹

Remuneration:

Consultant Name

Total Cost (in MUR excl.VAT)²

	_____FS ending 30 th June 2025
	_____FS ending 30 th June 2026
	_____FS ending 30 th June 2027

¹ Rates shall be used for extension of contract for Lump-sum basis and for Time-based contract at negotiation stage or as otherwise specified

² Cost per Delivery of Financial Statement

Annexure 3

CONTRACT No._____

SERVICE CONTRACT

BETWEEN

State Informatics Limited

AND

----- CONSULTANT

TABLE OF CONTENTS

Page

Preamble	3
Article I Scope of Services	15
Article II Commencement of Services and Duration of Contract.....	15
Article III Duties of the Consultant.....	16
Article IV Payment for the Services	17
Article V Confidentiality and Ownership of Documents	17
Article VI Assignment and Sub-Contracting	17
Article VII Liability of the Consultant	18
Article VIII Force Majeure	18
Article IX Termination of Contract.....	19
Article X Dispute Settlement	19
Article XI Modification or Amendment	20
Article XII Effective Date.....	20
Article XIII Channel of Communications and Notices	21
Article XIV Governing Law	22
ANNEX I Terms of Reference	
ANNEX II Contract Amount and Method of Payment	

THIS SERVICE CONTRACT entered into this *[date]* , between **State Informatics Limited** (hereinafter called the "Client") and (hereinafter called the "Consultant").

WITNESS THAT:

WHEREAS State Informatics Limited has determined the need to procure the services described, implied or referred to in this Contract, subject to the terms and conditions hereinafter set forth;

WHEREAS the Consultant represents and affirms that he/she possesses the requisite experience, qualifications, capability and skill to perform the said services;

NOW THEREFORE the parties hereto have agreed as follows:

ARTICLE I

SCOPE OF SERVICES

- 1.1 The services to be performed by the Consultant under this Contract (hereinafter called the "Services") are those described in the Terms of Reference attached hereto as Annex I to the present Contract. The Terms of Reference shall form an integral part of this Contract.

ARTICLE II

COMMENCEMENT OF SERVICES AND DURATION OF CONTRACT

- 2.1 The Consultant shall commence the Services on *[date]* upon signature of the present Contract, and shall carry out the Services in a manner most suited to the requirements of the Contract and in accordance with the schedules and time limits established under the Terms of Reference (annex I) or indicated by the STATE INFORMATICS LIMITED.
- 2.2 The Services shall be for XXXXX calendar days, or whatever period as indicated by State Informatics Limited, beginning on the date of commencement of the Services, and ending not later than XXXX.

ARTICLE III

DUTIES OF THE CONSULTANT

- 3.1 The Consultant shall perform the services with all due care, diligence and efficiency, in accordance with the highest standards of professional competence, organization and responsibility, and in a manner acceptable to STATE INFORMATICS LIMITED.
- 3.2 The Consultant shall:
- (a) regularly report to, and obtain direction and guidance from STATE INFORMATICS LIMITED on all matters arising from or relating to the present Contract;
 - (b) promptly comply with such instructions as may be issued from time to time by the State Informatics Limited in connection with the performance of the services.
- 3.3 The Consultant shall perform the services to the satisfaction of State Informatics Limited in accordance with the Terms of Reference and at such intervals as State Informatics Limited may require.
- 3.4 The Consultant shall keep and maintain accurate and complete accounts in respect of expenditure incurred under the present Contract in such form and detail as shall be satisfactory to the State Informatics Limited for the purposes of making payment or settlement under the Contract, where applicable.
- 3.5 The Consultant shall meet the cost of any insurance and/or medical examination or treatment required by him/her in the course of performing the services.
- 3.6 The Consultant shall seek and obtain any visas or residence permits that he/she may require to carry out the services and perform his/her obligations under the present Contract. The State Informatics Limited shall, as necessary, assist the Consultant in obtaining such visas and/or permits.

ARTICLE IV

PAYMENT FOR THE SERVICES

- 4.1 State Informatics Limited shall pay to the Consultant, in respect of the services, the various amounts specified in Annex II to this Contract (hereinafter referred to as the "Contract Amount").
- 4.2 The Contract Amounts shall be paid to the Consultant in accordance with the modalities specified in Annex II to the present Contract, which forms an integral part hereof.

ARTICLE V

CONFIDENTIALITY AND OWNERSHIP OF DOCUMENTS

- 5.1 All documents, statistics, reports, data and other information provided, created, obtained or made available to the Consultant in connection with or by virtue of the present Contract, shall be treated as confidential by the Consultant, and the Consultant shall not be entitled to use or make copies of them for any purpose that is not related to the present Contract.
- 5.2 The documents, statistics, reports and data under the preceding paragraph shall, upon the completion of Services or termination of this Contract, be promptly returned to State Informatics Limited
- 5.3 Any study, report or other material, graphic, software or otherwise, prepared by the Consultant for the Client under the Contract shall belong to and remain the property of the Client. The Consultant may retain a copy of such documents and software.

ARTICLE VI

ASSIGNMENT AND SUB-CONTRACTING

6.1 Except with the prior written consent of STATE INFORMATICS LIMITED, the Consultant shall not:

- (a) in whole or in part, assign, transfer or otherwise dispose of, his/her rights or obligations under the present Contract;
- (b) sub-contract, or otherwise transfer responsibility for, the whole or any part of the Services.

ARTICLE VII

LIABILITY OF THE CONSULTANT

7.1.1 The Consultant shall abide by, and take all measures necessary to enable him/her comply with all laws and regulations in force in any place where the Services are to be wholly or partially performed.

7.2 The Consultant shall be fully liable for the consequences of any error or omission on his/her part or for any damage caused by negligence on his/her part in carrying out the Services or performing his/her obligations under the present Contract.

ARTICLE VIII

FORCE MAJEURE

8.1 Neither party to the present Contract shall be responsible for any delay or failure to perform the obligations under the Contract if the delay or failure is attributable to force majeure.

- 8.2 In the event of force majeure which delays performance of the whole or any part of the present Contract for more than sixty (60) days, either party shall have the right, by notice in writing to the other party, to terminate the Contract.
- 8.3 For purposes of this Article, an event of force majeure shall mean an unforeseen and unavoidable event beyond the reasonable control and contemplation of the party invoking the existence of such event, and which impacts directly on the discharge of the obligation under the Contract.

ARTICLE IX

TERMINATION OF CONTRACT

- 9.1 State Informatics Limited may, upon giving not less than seven (7) days' notice in writing to the Consultant, terminate the present Contract for cause if the Consultant has failed to perform the Services or to comply with his/her other obligations under the Contract.
- 9.2 The State Informatics Limited may terminate this Contract for its convenience at any time upon a determination that because of changed circumstances the continuation of the contract is not in the public interest.
- 9.3 The Consultant may terminate the present Contract if State Informatics Limited has, within a period of forty five (45) days after the due date, failed to pay any amount due to him/her in respect of which no dispute has arisen.
- 9.4 The parties hereto may by mutual agreement terminate this Contract.
- 9.5 If the present Contract is terminated under this Article, State Informatics Limited shall be liable only for payment, in accordance with the payment provisions of the Contract, for the Services actually rendered prior to the effective date of termination, together with such other amounts incidental to the termination as may be reasonable in the circumstances. The Consultant shall not be entitled to recover anticipated profits on the completion of the contract.

ARTICLE X

DISPUTE SETTLEMENT

- 10.1 Any dispute arising out of or in connection with the present Contract shall, unless it is amicably settled, be decided upon by the Management Director of State Informatics Limited who shall transmit his decision in writing to both parties.
- 10.2 Any dispute between the Parties as to matters arising pursuant to this Contract which cannot be settled amicably within sixty (60) days after receipt by one Party of the other Party's request for such amicable settlement, may be submitted by either Party for arbitration under the applicable law.

ARTICLE XI

MODIFICATION OR AMENDMENT

- 11.1 Except by mutual agreement in writing between the parties, no change, modification or amendment shall be made to the present Contract.
- 11.2 Notwithstanding the preceding paragraph, State Informatics Limited may at any time order or require changes in the scope of the Services. If such changes add to or reduce the cost of the Services, the Contract Amount shall be adjusted accordingly.

ARTICLE XII

EFFECTIVE DATE

- 12.1 The present Contract shall enter into force on the date of its signature by both parties.
- 12.2 Unless terminated under Article VIII or IX above, the present Contract shall expire upon completion of the Services and the discharge of all obligations arising out of or under the Contract.

ARTICLE XIII

CHANNEL OF COMMUNICATIONS AND NOTICE

- 13.1 For the purposes of the present Contract, the authorized representative of State Informatics Limited shall be the XXXXXX or such other officer as he may designate for this purpose.
- 13.2 Any communication, notification, submission, notice, demand or request under the present Contract shall be deemed to have been duly transmitted if it shall have been delivered by hand, mail, or facsimile by either party to the other at the appropriate address indicated below, or at such other address as that other party may have indicated:

For State Informatics Limited :

Mail Address : State Informatics Limited
6th floor, Sun Insurance Building,
2 St Georges Street,
Port Louis
Email : purchasing@sil.mu

For the Consultant :

Mail Address : _____

Telephone : _____

E-mail : _____

ARTICLE XIV

(i) GOVERNING LAW

14.1 This Contract shall be governed by, and construed in all respects in accordance with, the Laws of Mauritius.

IN WITNESS WHEREOF the parties hereto have caused the present Contract to be signed in their respective names in two original counterparts in English/French on the date first above written.

FOR STATE INFORMATICS LIMITED

FOR THE CONSULTANT

Annex 1- Terms of Reference

Annex 2- Contract Amount and method of payment