

Government of Nepal
Ministry of Finance
Financial Comptroller General Office
Anamnagar, Kathmandu, Nepal

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)

Publication Date: 22nd Mangsir 2077 B.S (December 7, 2020)

NAME OF PROJECT: -Integrated Public Financial Management Reform Project (IPFMRP), Kathmandu

Grant No.:-TFA07474 and TFA 07475

Reference No: -NP-FCGO-189914-CS-INDV

Assignment Title: - Consulting Services of Chartered Accountant for Improving Consolidated Financial Statement (CFS) and NPSAS Based Reporting

The Government of Nepal has received a grant from the Multi Donor Trust Fund (MDTF) through International Development Association (IDA) toward the implementation of Integrated Public Financial Management Reform Project (IPFMRP), and intends to apply part of the proceeds of this grant for " **Consulting Services of Chartered Accountant for Improving Consolidated Financial Statement (CFS) and NPSAS Based Reporting** ". The main objective of this assignment is to lead all activities of research and development on the PFM. Details of the services are included in the Terms of reference (ToR) available in the website of FCGO . The Total Duration of the consulting service is for 7 months from the date of agreement.

Interested Consultant must provide information demonstrating that they are qualified to perform the required services. The evaluation of the consultants' qualifications will be carried out based on the following criteria:

- (a) general experiences of at least 3 years; (b) specific experience in the PFM sector at least 1 years; and
- (c) Academic Qualification

Interested Consultants must submit their **Experience and Qualification Certificates *along with CV and Certificate of Citizenship***. Interested Consultants shall submit their expression of interest either hard copy or through e-mail on procurementunit@fcgo.gov.np no later than 7th Paush 2077 (22nd December 2020) 12:00 PM noon. The submitted REOs will be opened at 1:00 PM noon on the same day. A merit list of assessed consultants will be prepared for further selection processes.

This REOI notice and ToR can be downloaded from our website 'www.fcgo.gov.np'. Interested Consultant may obtain further information by sending email to the address below or visiting at our office during office hours.

If the last date of submission happens to be a holiday, the next working day will be the last date for submission. FCGO reserves the right to accept or reject the Eois without assigning any reason whatsoever.

Contact Address:

Financial Comptroller General Office (FCGO), Anamnagar Kathmandu

Tel: +977-1-4770376 E-mail:- procurementunit@fcgo.gov.np



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**Terms of References
(ToR)**



**For
Procurement of Consulting Service (Chartered Accountant)**

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1. Background:

Financial Comptroller General Office (FCGO), the principal agency under the Ministry of Finance (MoF), is responsible for treasury operation of Government of Nepal (GoN). While performing this function, FCGO facilitates the budget implementation, oversees expenditure, tracks the collection of revenue and administers the loan, investment and grants of all government and constitutional bodies. This office is also responsible for the design and development of accounting system and formats. In addition, FCGO is also responsible for preparing the Annual Financial Statements of the Government of Nepal and submit it to Office of the Auditor General (OAG) and submit other accounting reports to the OAG and other agencies for loan, grant and government investments.

According to Fiscal Procedures & Financial Accountability Act, 2076, the role of FCGO has extended. Mainly FCGO has to prepare general government consolidated report and government budget execution report separately. Fiscal transfers to Province & Local level is new experience for FCGO.

FCGO aims to enhance its capacity to improve transparency and accountability of public financial management (PFM) systems in the interest of better governance. Specifically, FCGO is aiming to Improve Budget execution capacity, expenditure control capabilities, improved financial reporting and strengthen the PFM Sector. To attain these aims, FCGO is planning to acquire the service of professional Charter Accountant.

Financial Comptroller General Office has proposed the Budget on the head of Preparation of NPAS Based Financial Report for all tiers of Government for the Fiscal Year 2077/78 for this consultancy work.

2. Objective of the Consulting Service:

The objectives of the consultancy service are to:

- To attain functional, sustainable, inclusive and accountable Public financial Management System.
- To make the FCGO report Preparation Process easier, user friendly, easily accessible and prepare more accurate and reliable report.
- Contribute to research and development on the Public financial Management.
- To assist for the development and update different systems run by FCGO.
- lead all activities of research and development on the PFM

3. Scope of the Services:

The scope of services to be carried out by the consultant consists of the following:

- The consultant shall propose the solution complying with the international Public Accounting Standard and Nepal Public Sector Accounting Standard
- The consultant shall perform considering existing law of Nepal
- The consultant shall provide the advice to develop and strengthen the best Public Financial Management System
- The consultant shall work as Public Financial Management Expert
- The consultant will be responsible to provide technical support to the FCGO on capacity building, training program and implementing Fiscal Federalism
- The consultant will support to strengthen the province and local level to make whole PFM system sound
- Support on PFM issues and systems of FCGO
- Provide expert service to FCGO, PTCO and DTCO as per the contract

4. Output and Deliverables

The consultant should support to provide training to economic entities, Account staff as well as technical support to prepare NPSAS based report. The expected delivery is as follows.

- Support to implement the Nepal Public Sector Accounting Standard
- Assist to update different systems run by FCGO
- Assist to strengthen the Public Financial Management
- Support to prepare the integrated financial reports, consolidated financial statements of revenues, expenditures & finances and NPSAS based reports
- Support on the training organized by FCGO as a resource person
- Assist to prepare the drafts of different manuals, directives, standards and publications of FCGO
- Perform any other tasks assigned by FCGO (HRD, Planning and Monitoring Section)
- Submit trimester reports of own duties and responsibilities.

5. Reporting Requirements:

The consultant shall report during or at the completion of the assignment of the following reports and deliver the following outputs:

I. Inception Report:

The consultant shall submit the inception report (Hard and Soft Copy) of the assigned

jobs along with the detailed work plan within 7 days from the date of signing of the contract.

II. Monthly Report:

The consultant shall submit the monthly & trimester progress report during the tenure.

III. Work completion Report.

The consultant shall submit the final report at the end of the contract Period.

6. Consultant's Qualifications and Experience:

A. Experience/Qualification of the Consultants

The consultant needs to have following experience in order to be eligible to perform this assignment:

- Academic Qualification: The Consultant should have CA completion qualification.

CA with Master's in Economics/Management or above Qualification is preferred more.

- General experience: At least of 3 Years as in the field of Financial Management in the Public /Private Sector entities.
- Specific experience: The consultant must have at least one years of experience in the field of Public Financial Management.

The consultant should have to submit the CV and experience certificates.

7. Starting and Completion of Consultancy Services:

The following will be the starting and completion of the consulting service.

- ◆ The service will be started from the date of agreement.
- ◆ The Total Duration of the consulting service is for 7 months from the date of agreement.
- ◆ Service can be extended on satisfactory basis.

8. Follow up and monitoring:

The Consultant will perform their job under the direct supervision of Deputy Financial Comptroller General of Human Resource Development, Planning and Evaluation section of FCGO. The consultant should report the progress to him every week and the designated team of FCGO will also oversee the performance of the consultant.

9. Support.

The work station and required stationary to the Consultant will be provided by the FCGO as per the need.

10. Selection Method

Consultant will be selected in accordance with the Method set out in the Procurement Regulations Procurement Regulation for IPF Borrowers of the World Bank, 2016 (Revised 2018)