

Government of the People's Republic of Bangladesh
Roads and Highways Department
Office of the Project Director (ACE, RHD)
Sylhet-Charkhai-Sheola Highway Improvement Project
RHD-Foreign Aided Projects Office Building
Road No. 27, Block-A, Banani, Dhaka-1213

Memo No: 35.01.2607.077.07.021.26-824

Date: 26 January 2026

REQUEST FOR EXPRESSIONS OF INTEREST (REOI)
(CONSULTING SERVICES – FIRMS SELECTION)

Country : Bangladesh
Name of Project : Sylhet-Charkhai-Sheola Highway Improvement Project under Accelerating Transport and Trade Connectivity in Eastern South Asia – Bangladesh Phase 1 Project (ACCESS)
Credit No. : IDA Credit No. 7166-BD
Assignment Title : Consulting Services for Internal Audit of the Project by a CA Firm
Reference No. : Package No. SP-3 (STEP ID No. BD-RHD-396247-CS-QCBS)

The Government of the People's Republic of Bangladesh (GoB) has received financing from the World Bank toward the cost of the Sylhet-Charkhai-Sheola Highway Improvement Project under Accelerating Transport and Trade Connectivity in Eastern South Asia – Bangladesh Phase 1 Project (ACCESS) and intends to apply part of the proceeds for consulting services.

The consulting services (“the Services”) include examining and evaluating the policies, procedures and systems which are in place to ensure reliability and integrity of information, compliance with policies, plans procedures, laws and regulations; safeguarding assets; economical and efficient use of resources; and accomplishment of established objectives and goals for operations or programs such as PAD, Financing Agreement, IDA and GOB Guidelines.

The total duration of this contract will be **3 (Three) years**. The assignment will be divided into two Phases, 2.5 (Two point five) months for 1st Phase & 4 (Four) months for 2nd Phase according to the mentioned Time Frame in the ToR (i.e. Article 8.3) following signing of a **Lump-Sum based Contract** between RHD and the selected Consultant.

The detailed Terms of Reference (TOR) for the assignment and Form-A can be found at the following website: **Name of the Website: <https://rhd.portal.gov.bd/>** and

URL Address: <https://rhd.portal.gov.bd/site/page/130c8250-6828-4bce-81c6-059614565823/Notice> or <https://url-shortener.me/3TNH>

The Roads and Highways Department (RHD) under Road Transport and Highways Division, Ministry of Road Transport and Bridges, Government of Bangladesh now invites eligible consulting firms (“Consultants”) to indicate their interest in providing the Services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services. *To ensure the completeness of EOI, they are requested to provide the asked information on Prescribed Format (Form-A) issued with this REOI, but the required qualification information is not limited to the Prescribed Format.* The shortlisting criteria are:



1. General Experience of the firm of Internal Audit/Chartered Accountants/Cost & Management Accountants (core business and years of business).
2. Experience in similar assignments (preferably Infrastructure Projects) in the required area performing internal audit.
3. Experience in similar assignments in the required area performing internal audit for projects funded by Development Partners, preferably World Bank.

The Firm must be registered with the relevant Institute of Chartered Accountants/Internal Audit Authority of its business registered country. General Experience of the firm should be at least 10 (Ten) years. Experience in similar assignments are detailed in ToR.

Key Experts will not be evaluated at the shortlisting stage.

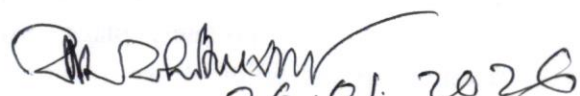
The attention of interested Consultants is drawn to Section III, paragraphs 3.14, 3.16, and 3.17 of the World Bank's "Procurement Regulations for IPF Borrowers" July 2016, and updated in September 2025 ("Procurement Regulations"), setting forth the World Bank's policy on conflict of interest.

Consultants may associate with other firms to enhance their qualifications, but should indicate clearly whether the association is in the form of a joint venture and/or a sub-consultancy. In the case of a joint venture, all the partners in the joint venture shall be jointly and severally liable for the entire contract, if selected.

A Consultant will be selected in accordance with the **Quality and Cost-based Selection (QCBS)** method set out in the Procurement Regulations.

Further information can be obtained at the address below during office hours (09:00 AM to 05:00 PM Bangladesh Standard Time).

Expressions of interest must be delivered in a written form to the address below (in person, or by mail, or by e-mail) by **1:00 PM (Bangladesh Standard Time), February 17, 2026.**



(**Khan Md Kamrul Ahsan**)

ID No. 005081

Project Director (ACE), RHD

Sylhet-Charkhai-Sheola Highway Improvement Project

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**GOVERNMENT OF THE PEOPLE'S REPUBLIC OF BANGLADESH
MINISTRY OF ROAD TRANSPORT AND BRIDGES
ROADS AND HIGHWAYS DEPARTMENT**

Sylhet-Charkhai-Sheola Highway Improvement Project

RHD Foreign Aided Projects Office Building

Road No. 27, Block-A, Banani, Dhaka-1213

E-mail: pd.sship@gmail.com

**Terms of Reference
for
Consulting Services for Internal Audit of the Project
by a CA Firm
of
Sylhet-Charkhai-Sheola Highway Improvement Project
Under
Accelerating Transport and Trade Connectivity in Eastern South Asia-Bangladesh
Phase 1 (Access Program),
The World Bank**

**(Package No.: SP-3)
(STEP Reference No. BD-RHD-396247-CS-QCBS)**

January 2026

List of Abbreviations:

ACCA	:	Association of Chartered Certified Accountants
ACCESS	:	Accelerating Transport and Trade Connectivity in Eastern South Asia
CA	:	Chartered Accountant
CERC	:	Contingent Emergency Response
CIA	:	Certified Internal Audit
CMA	:	Certified Management Accountant
CONTASA	:	Convertible Taka Special Account
DPP	:	Development Project Proposal
FME	:	Financial Management Expert
F.Y	:	Financial Year
GOB	:	Government of Bangladesh
ICAB	:	Institute of Chartered Accountants of Bangladesh
IDA	:	International Development Association
ITS	:	Intelligent Transportation System
IUFR	:	Interim Unaudited Financial Report
MoRTB	:	Ministry of Road Transport and Bridges
MPA	:	Multiphase Programmatic Approach
NMT	:	Non-Motorized Traffic
PAD	:	Project Appraisal Documents
PD	:	Project Director
PIC	:	Project Implementation Consultant (PIC)
RHD	:	Roads and Highways Department
SCSHIP	:	Sylhet-Charkhai-Sheola Highway Improvement Project
SMVT	:	Slow Moving Vehicular Traffic
SOE	:	Schedule of Expenditure
TMC	:	Transportation Management Center
WB	:	World Bank

TERMS OF REFERENCE (TOR)

Terms of Reference

for

CONSULTING SERVICES FOR INTERNAL AUDIT OF THE PROJECT

BY A CA FIRM

1. INTRODUCTION AND BACKGROUND

The Government of the People's Republic of Bangladesh has received financing from the World Bank (WB) for the Accelerating Transport and Trade Connectivity in Eastern South Asia (ACCESS) Program - Bangladesh Phase 1 Project, a part of the World Bank's Multiphase Programmatic Approach (MPA). There are four components in this Project and among them Sub-component 2e which will support the upgrading of the 43.0 Km two-lane Sylhet-Charkhai-Sheola road to a climate-resilient four-lane road, connecting the Sheola Land Port with the Dhaka-Sylhet Highway. This component will be implemented by Roads and Highways Department (RHD), under the Ministry of Road Transport and Bridges (MoRTB) Bangladesh and is termed as SYLHET-CHARKHAI-SHEOLA HIGHWAY IMPROVEMENT PROJECT (the "PROJECT"). The Project has been approved by GOB in ECNEC meeting on 11 April 2023.

The Sylhet-Charkhai-Sheola Road is a vital link in the national highway network. There is no separate provision for Slow Moving Vehicular Traffic (SMVT) or Non-Motorized Traffic (NMT). There are capacities constraints caused by congested junctions, roadside parking, markets, and built-up areas. Road safety on the existing road is inadequate because it is overcrowded with different types of vehicles, including rickshaws, bicycles, motorcycles, cars, buses, and trucks. When vehicles break down this reduces the highway to a single lane leading to traffic delays and congestion. The road is generally not in good state, with poor riding quality particularly between Charkhai and the border point. Undoubtedly, it has a detrimental effect on both cross-border commerce at Sheola Land Port and agricultural growth in the surrounding region.

Sylhet-Charkhai-Shoela Highway (42.985 km) will be widened and reconstructed with the improvement/widening of 03 bridges, improvement/widening of 31 culverts, construction of 04 pedestrian foot over bridges, construction of 07 flyovers and overpasses, toll plaza, bus bay, pedestrian crossings and intersections etc. The Project will also include the establishment of an Intelligent Transportation System (ITS) along the highway. This will involve setting up a Transportation Management Center (TMC) and installing various ITS elements such as CCTV cameras, fiber optic cables, vehicle detection components, travel advisory display message boards, etc.

This Terms of Reference (ToR) has been developed to seek the service of a Consulting Firm for Internal Audit of the Project on behalf of Roads and Highways Department (RHD) as part of the ACCESS Project Bangladesh Phase 1.

2. PROJECT COMPONENTS

Out of four project components, SCSHIP, Bangladesh Phase 1 (ACCESS RHD) has the following components & subcomponents as indicated in the Project Appraisal Document:

2.1. Component 2: Green and Resilient Regional Transport and Trade Infrastructure

- *Subcomponent 2(e)* - Upgrading the Sylhet-Charkai-Sheola Section (43 km) from a two-lane single carriageway to a climate-resilient four-lane dual carriageway, connecting Sheola Land Port with the Sylhet-Dhaka Highway;
- *Subcomponent 2(f)* - Installing of climate-resilient optical fiber cable ducts and an intelligent transport system for the road section, designed to improve availability and reliability of broadband connectivity.

2.2. Component 3: Institutional and Policy Strengthening for Transport and Trade

- *Subcomponent 3(e)* - Providing technical assistance to the RHD to advance the Recipient's preparedness and subsequent implementation of the MVA, preparatory studies for next-generation regional roads projects, environmental and social standards studies, other assessments, studies and surveys and capacity building activities.

2.3. Component 4. Contingent Emergency Response (CERC)

- (IDA Financing: Zero) will provide support for an immediate response to an eligible crisis or emergency, as needed.

3. PROJECT DEVELOPMENT OBJECTIVES

- To facilitate a reliable and fast movement of passenger and freight traffic from Sylhet and Sheola Land Port.
- To ensure substantial safety provisions for the movement of local traffic and Slow-Moving Vehicular Traffic (SMVT) through enabling separate service lane on both sides of the highway where necessary.
- To ensure a safer road for the vulnerable road users by providing EWCS (elderly, women, children and differently able person) friendly highway infrastructures.
- To reduce road accidents and road hazards.

To enhance trade and commerce activities by expanding regional connectivity with BBIN Corridor, SASEC Corridor, Asian Highway, BIMSTEC Corridor, BCIM Corridor, SAARC Corridor and thus contribute to the economic growth of the country.

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4. PURPOSE OF THE INTERNAL AUDIT

The Project Appraisal Document (PAD) as designed by the IDA inter alia provides that 2 (Two) internal audits by the external firms will be conducted during the lifetime of the project. The first audit will be conducted after the second year of implementation (**1st Phase**) and the second audit after will be conducted the fourth year (**2nd Phase**) of the implementation which will be subject to review and acceptance by the World Bank.

5. OBJECTIVE OF THE ASSIGNMENT

The main objective of Internal Audit is to add value and improve projects operations. It will help the project accomplish its objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. The objective could be achieved by examining, evaluating and reporting on the adequacy of the projects controlling environment of individual audit assignments for the period. Based on this work, advice and recommendations will be made as necessary, as to how procedures can be improved to manage the risks faced in achieving project objectives.

The primary objectives of the internal audit are to review and report on:

- Reliability of the financial management system, financial data and report at all tiers of operation of the Project.
- Adequacy and effectiveness of the accounting, financial and operational controls.
- Internal Control Systems: completeness, written instructions, effective implementation and frequency of review and updating.
- Level of compliance with the established policies, plans and procedures.
- Financial Report: completeness, timeliness, accuracy, reliability and for the purpose of orienting of different stakeholders.
- Assets: completeness, existence, recording, safeguard and utilization for the purpose intended.

6. SCOPE OF THE CONSULTANCY SERVICES

The scope of internal audit activity includes examining and evaluating the policies, procedures and systems which are in place to ensure reliability and integrity of information, compliance with policies, plans procedures, laws and regulations; safeguarding assets; economical and efficient use of resources; and accomplishment of established objectives and goals for operations or programs such as PAD, Financing Agreement, IDA and GOB Guidelines.

The audit should be carried out in accordance with the *International Standards of Internal Auditing* issued by the **Institute of Internal Auditor** and should include such tests and controls necessary for performance of the audit. The scope of internal audit areas should include but not be limited with the following:

- An assessment of the adequacy of the project's financial management system, including internal controls. This would include aspects such as adequacy and effectiveness of accounting financial and operational controls exercised by the project and suggestions for improvement, if any.
- Ascertaining the extent of the level of compliance with established policies, plans and procedures including those agreed under the legal agreement.
- Review overall cash management and asset management procedures and verify reconciliation procedures with Project Accounts.
- Verify the procurement plan and procedures whether it is implemented in accordance with the World Bank Procurement Regulations and Government Procurement Rules.
- Review and verify the recruitment of project staff and selection procedures with the compliance of the World Bank and Government system.
- Review and verify the appointment of various Consultants and selection procedures with the compliance of World Bank Procurement Regulations and Government Procurement Rules.
- Verifying that the funds received under the project have been used in accordance with the financing agreement, IDA & GoB Guidelines with due attention to economy, efficiency and utilized only for the purposes for which the financing was provided.
- Review whether budgeting & accounting practice meets established International/National standards.
- Verify the expenditure charged under the project is eligible for financing, correctly classified and all necessary supporting documents, records, accounts and contracts have been kept in respect of all project transactions/activities.
- Confirm an appropriate system of accounting and financial reporting exists, based on which Schedule of Expenditure (SOE) claims/Interim Unaudited Financial Report (IUFRs) are prepared and submitted to the World Bank for reimbursement.
- Examine & evaluate the adequacy of manpower for sound & effective operation of the project.
- Justify the proper utilization of manpower appointed in the project including National Consultant.
- Ascertain the reliability of integrity, controls, security and effectiveness with the system.

7. SPECIFIC WORKS AND SERVICES

7.1. Specific service required under this package may be as follows:

- Ensure compliance with statutory obligations, requirements of various rules & regulations as applicable to the organization and comments on the non-compliance, if any, observed during the audit period.

- Determine the application of financial reporting, risk management and intimal control principles, and monitor the effectiveness of Financial Operations.
- Review the cash transfer systems and procedures and monitor the reconciliations of cash transfer to beneficiary with the MIS Report, BPO Statements & Project Accounts.
- Verify the procurement plan and procedures whether it is implemented in accordance with the World Bank Procurement Regulations and Government Procurement Rules.
- Review and verify the recruitment of project staff and selection procedures with the compliance of the World Bank and Government system.
- Review and verify the selection procedures of consultants' appointment with the compliance of World Bank Procurement Regulations and Government Procurement Rules.
- Check the integrity of financial statements, including other formal reports relating to their financial performance and will review significant financial reporting issues and judgments contained therein.
- Justify whether the project has followed appropriate standards and made appropriate estimates and judgments.
- Verify the books of accounts whether it is maintained as per standard accounting system and confirms the same.
- Vouching Books of Accounts and Registers.
- Verification of monthly bank transactions and reconciliations (CONTASA).
- Assess whether the financial reports e.g. Expenditures, Funds Reimbursement related reporting, MIS, others (if any), as prepared by the organization, are complete and accurate.
- Review and verify the effectiveness of consultant services both in PIU & field level activities.
- Assess the existing internal control systems and procedures and recommend suitable changes, if any.
- Any other work as per the requirement of management.

7.2. During the conduct of the audit the Consultant should refer to and verify compliance with the documents listed below:

- Financing Agreement: between the GoB and IDA
- Project Appraisal Documents (PAD)

- Approved Development Project Proposal (DPP)
- Contracts are signed between the Project Director and various parties for the purchase of goods, works and services.
- Others, if any.

8. AUDIT AREA AND TIME FRAME

8.1. The audit will be conducted at the following offices:

- 1) Office of the Project Director.
- 2) Office of the Project Manager-1 at Project Site (Project Office Sylhet).
- 3) Office of the Project Manager-2 at Project Site (Project Office Sylhet).

8.2. The Project Implementation Period is 5 (Five) years (Project Commencement Date: 01 January 2023 and Project Completion Date: 31 December 2027) covers the F.Y: 2023-24, F.Y: 2024-25, F.Y: 2025-26, F.Y: 2026-27 and as extended.

8.3. As per PAD the audit shall be conducted in **2 Phases** and completed within the following time frame:

- **1st Phase:** After the second year of implementation (or as per Client requirement), F.Y: 2023-24 & F.Y: 2024-25 or as extended F.Y will be audited. Expected starting month *tentatively May 2026*, within 30 days after the effective date following Signing of Contract. The 1st Phase will start right from the contract effective date and the duration will be 2.5 months
- **2nd Phase:** After the fourth year of implementation (or as per Client requirement), F.Y: 2025-26 & F.Y: 2026-27 or as extended F.Y will be audited. Expected starting month *tentatively October 2027*. 2nd Phase will start approximately after 2 years from contract effective date (or as per Client requirement) and the duration will be 4 months.

9. EXPERIENCE OF THE CONSULTANT

- The Firm must be registered with the relevant Institute of Chartered Accounts/Internal Audit Authority of its business registered country.
- General Experience of the firm of Internal Audit/Chartered Accountants/Cost & Management Accountants having at least 10 (Ten) years.
- Experience in similar assignments (preferably Infrastructure Projects) in the required area performing internal audit for at least 3 (Three) projects funded by Development Partner, preferably World Bank.

10. EXPERTISE REQUIRED AND DESIRED TEAM QUALIFICATION

The Consultant Team should be a Multi-disciplinary Team comprising of professionals. This Team will consist of a Team Leader and identified Key Experts with relevant operational experience and qualifications to undertake the work. The Consultant Team should include but not limited to:

Table-1: Indicative Man-Month and Designation of the Experts

Identification No.	Position	Number of Experts	Indicative Man-Month
A. KEY EXPERTS			
K-1	Team Leader	1	5
K-2	Audit Manager (Co-task Team Leader)	1	4
K-3	Procurement Expert	1	2
<i>Sub-total (A)</i>		3	11
B. NON-KEY EXPERTS			
NK-1	Junior Financial Expert	1	4
NK-2	Auditor	3	15
<i>Sub-total (B)</i>		4	19
TOTAL (A+B)		7	30

Minimum qualifications for the members of the Audit Team are indicated below:

Table-2: Required Qualification and Experience of the Key Experts

Position	Academic Qualification and Experiences
(K-1) Team Leader	<ul style="list-style-type: none"> • Education: Should have minimum M.COM/Masters or Post Graduation qualification having professional qualification of CA/CMA/ACCA or equivalent fields. <u>Preference will be given to those who is having above qualification with Certified Internal Audit (CIA) credential from the Institute of Internal Auditors (IIA).</u> • General Experience: Minimum 15 (Fifteen) years of experience in the field of Accounting/Auditing/Financial Management. • Specific Experience: At least 10 (Ten) years post qualifying experience as a CA/CMA/ACCA or certified Internal Auditor. Must have experience in completing at least 3 (Three) MDB financed projects as an Internal Auditor and having knowledge about donor funding (preferably World Bank) projects financial management, procurement, general financial rules.

Position	Academic Qualification and Experiences
(K-2) Audit Manager (Co-task Team Leader)	<ul style="list-style-type: none"> • Education: Should have minimum M.COM having professional qualification of CA/CMA/ACCA or equivalent fields. • General Experience: Minimum 10 (Ten) years of experience in the field of Accounting/Auditing/Financial Management. • Specific Experience: At least 5 (five) years' post qualifying experience as a certified Internal Auditor. Must have experience in completing at least 2 (two) MDB financed Project as an Internal Auditor.
(K-3) Procurement Expert	<ul style="list-style-type: none"> • Education: Minimum Bachelor degree, preferably Engineering. Post Graduate degree in Procurement will be preferred. • General Experience: Minimum 10 (Ten) years of experience in goods, service and works procurement. • Specific Experience: Must have 5 (Five) years of experience in donor funding (preferably World Bank) projects in the field of Contract Management and Implementation.

Table-3: Required Qualification and Experience of the Non-key Experts

Position	Academic Qualification and Experiences
(NK-1) Junior Financial Expert	<ul style="list-style-type: none"> • Education: Minimum Bachelor degree in Finance/Accounting/Commerce or relevant fields. • General Experience: At least 3 (Three) years working experience with CA firms.
(NK-2) Auditor	<ul style="list-style-type: none"> • Education: Minimum Bachelor degree in Finance/Accounting/Commerce or relevant fields with partly passed in CA examination. • General Experience: At least 5 (Five) years' experience in relevant fields.

11. SELECTION PROCEDURE AND CONTRACT DURATION

The Consulting Firm will be selected using the **Quality and Cost-based Selection (QCBS)** procurement method set out in the World Bank Procurement Regulations for IPF Borrowers, July 2016, and updated in September 2025. The total duration of this contract will be **3 (Three) years**. The assignment will be divided into two Phases, each phase according to the mentioned Time Frame in this ToR (i.e. Article 8.3) following signing of a **Lump-Sum based Contract** between RHD and the selected Consultant.

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12. LIST OF DELIVERABLES AND SIZE OF PAYMENT

The Consultant will report and submit the Reports to the Project Director of SCSHIP in line with the requirements as indicated in Table-5 below and will work under the direct supervision of DPD & FME and produce several Reports during the project period. The payment shall be made on a deliverable basis as per submission of the Reports. The category of Reports along with the submission timeline and size of payment is presented below:

Table-4: Category of Reports, Submission Timeline and Size of Payment

No.	Reports/Deliverables	Submission Timeline	Size of Payment
-	The Inception Report (both 1 st and 2 nd Phase) <i>(Work plan, methodology, initial analysis of data and available information, team organization, mobilization schedule of the team members, output milestone targets etc.)</i>	Within 15 days <i>(from the Contract Effective Date)</i>	-
(D-1)	Draft Final Audit Report (1 st Phase) <i>The Consultant shall submit the draft report to the World Bank for review and comments prior to its finalization. The Consultant will also deliver a presentation on the draft findings to the Project Team and the World Bank Team. The final report shall incorporate all comments provided by the World Bank Task Team. No payment will be processed until the World Bank Task Team has formally concurred with the respective draft/final report.</i>	Within 45 days <i>(from the 1st Phase of Start Date)</i>	20% of the Contract Amount.
(D-2)	Final Audit Report (1 st Phase) <i>The Consultant shall submit the draft report to the World Bank for review and comments prior to its finalization. The Consultant will also deliver a presentation on the draft findings to the Project Team and the World Bank Team. The final report shall incorporate all comments provided by</i>	Within 75 days <i>(from the 1st Phase of Start Date)</i>	20% of the Contract Amount.

No.	Reports/Deliverables	Submission Timeline	Size of Payment
	<p><i>the World Bank Task Team. No payment will be processed until the World Bank Task Team has formally concurred with the respective draft/final report.</i></p>		
(D-3)	<p>Draft Final Audit Report (2nd Phase)</p> <p><i>The Consultant shall submit the draft report to the World Bank for review and comments prior to its finalization. The Consultant will also deliver a presentation on the draft findings to the Project Team and the World Bank Team. The final report shall incorporate all comments provided by the World Bank Task Team. No payment will be processed until the World Bank Task Team has formally concurred with the respective draft/final report.</i></p>	<p>Within 70 days. <i>(from the 2nd Phase of Start Date)</i></p>	<p>25% of the Contract Amount.</p>
(D-4)	<p>Final Audit Report (2nd Phase)</p> <p><i>The Consultant shall submit the draft report to the World Bank for review and comments prior to its finalization. The Consultant will also deliver a presentation on the draft findings to the Project Team and the World Bank Team. The final report shall incorporate all comments provided by the World Bank Task Team. No payment will be processed until the World Bank Task Team has formally concurred with the respective draft/final report.</i></p>	<p>Within 120 days <i>(from the 2nd Phase of Start Date)</i></p>	<p>35% of the Contract Amount.</p>

Respective payments shall be made subject to the fulfilment of all deliverables within the stipulated time and approval of the Reports concerned by the Client.

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Table-5: Reporting Requirements

Report	Description/Technical Accomplishments	Copies
Inception Report	Description of proposed methodology, works, and staffing schedules; comments on the ToR for this contract/package; and comments and observations on issues that may have technical or financial implications or that may affect the progress of the works.	3 hard copies with electronic copy.
(D-1) Draft Final Audit Report (1 st Phase)	<p>The Report should cover the auditor’s opinion, a detailed report on project component-wise work undertaken and funds spent, the control environment of the project, project performance, etc., with significant issues, findings, financial impacts, recommendations, management response, and time frame for the implementation of the recommendations.</p> <p><i>The Consultant shall submit the draft report to the World Bank for review and comments prior to its finalization. The Consultant will also deliver a presentation on the draft findings to the Project Team and the World Bank Team. The final report shall incorporate all comments provided by the World Bank Task Team. No payment will be processed until the World Bank Task Team has formally concurred with the respective draft/final report.</i></p>	5 hard copies with electronic copy.
(D-2) Final Audit Report (1 st Phase)	<p>Following Client approval of the draft Report, the Report should be completed, taking into account all feedback and observations from the Client/PIC or WB.</p> <p><i>The Consultant shall submit the draft report to the World Bank for review and comments prior to its finalization. The Consultant will also deliver a presentation on the draft findings to the Project Team and the World Bank Team. The final report shall incorporate all comments provided by the World Bank Task Team. No payment will be processed until the World Bank Task Team has formally concurred with the respective draft/final report.</i></p>	10 hard copies with electronic copy.

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Report	Description/Technical Accomplishments	Copies
(D-3) Draft Final Audit Report (2 nd Phase)	<p>The Report should cover the auditor's opinion, a detailed report on project component-wise work undertaken and funds spent, the control environment of the project, project performance, etc., with significant issues, findings, financial impacts, recommendations, management response, and time frame for the implementation of the recommendations.</p> <p><i>The Consultant shall submit the draft report to the World Bank for review and comments prior to its finalization. The Consultant will also deliver a presentation on the draft findings to the Project Team and the World Bank Team. The final report shall incorporate all comments provided by the World Bank Task Team. No payment will be processed until the World Bank Task Team has formally concurred with the respective draft/final report.</i></p>	5 hard copies with electronic copy.
(D-4) Final Audit Report (2 nd Phase)	<p>Following Client approval of the draft Report, the Report should be completed, taking into account all feedback and observations from the Client/PIC or WB. If required, any further clarification/ submission be completed before final payment.</p> <p><i>The Consultant shall submit the draft report to the World Bank for review and comments prior to its finalization. The Consultant will also deliver a presentation on the draft findings to the Project Team and the World Bank Team. The final report shall incorporate all comments provided by the World Bank Task Team. No payment will be processed until the World Bank Task Team has formally concurred with the respective draft/final report.</i></p>	10 hard copies with electronic copy.

The Audit Report of the Consultant shall contain:

- Executive Summary.
- Summary of audit findings with recommended actions.
- Detailed assessment of each audit area which includes review of the project progress, assessment of internal control system that captures the audit issues and recommendations with the following details:

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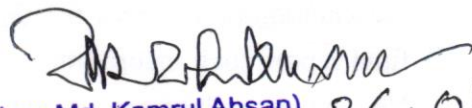
- ✓ Issue Title
 - ✓ Observations
 - ✓ Impact or risks
 - ✓ Causes
 - ✓ Specific Recommendations
 - ✓ Priority
- Categorization of audit findings by risk severity: High, Medium and Low.
 - Classification of possible causes of audit findings.
 - Additional Condition: The Consultant shall submit the draft report to the World Bank for review and comments prior to its finalization. The Consultant will also deliver a presentation on the draft findings to the Project Team and the World Bank Team. The final report shall incorporate all comments provided by the World Bank Task Team. No payment will be processed until the World Bank Task Team has formally concurred with the respective draft/final report.

13. OTHERS

- a. The Internal Auditor will be given access to all relevant documents, correspondence, and any other information relating to the project. The Internal Auditor should be familiar with the project, and with the relevant policies and guidelines of the Government and the Development Partner (including those relating to disbursements, procurement & financial management and reporting). The Internal Auditor will be provided with copies of the Development Project Proposal (DPP), Financing Agreement & other Agreements and Contracts with the Implementing Partner(s). The Internal Auditor should obtain and maintain satisfactorily document evidence to support their conclusions.
- b. The Internal Auditor must exercise with due diligence by considering:
 - Extent of work needed to achieve the engagement objective.
 - Relative complexity, materiality, or significance of matters to which assurance procedures are applied.
 - Adequacy and effectiveness of governance, risk management, and control processes.
 - Probability of significant errors, fraud, or noncompliance; and
 - Cost of assurance in relation to potential benefits.
- c. The Internal Auditor will provide to the project highlighting findings to enable the management to take timely action. This will be in the form of a Management Letter (including an Executive Summary highlighting key issues for Management) which will inter alia include:

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- Comments and observations on the financial management records, system and controls that were examined during internal audit.
- Deficiency and areas of weakness in systems and controls and specific recommendations for their improvement.
- Compliance with legal agreements and comments, if any, on internal and external matters affecting such compliance.
- Matters that have come to attention during the internal audit that might have a significant impact on the implementation of the project; and
- Any other matter that the Internal Auditor considers pertinent.


(Khan Md. Kamrul Ahsan) 26.01.2026
ID No. 005081
Project Director (ACE)
Sylhet-Charkhai-Sheola Highway Improvement Project
Roads and Highways Department, Dhaka.

Prescribed Format for Submission of Expressions of Interest (EOI)

(Firms participate as JV; same Form to be completed by each member of JV)

Package No. : SP-3
Title of Service : Consulting Services for Internal Audit of the Project by a CA Firm

1. Letter of Submission [Addressing Project Director, (ACE), RHD, SCSHIP]

(Necessary Attachments: Power of Attorney/Authorization Letter to demonstrate the authority of the signatory to sign the EOI. In case of JV, letter of intent to form JV or JV Agreement)

2. Country and Date of Registration/Incorporation :

(Country & Year of Establishment, as per Registration Certificate)

(Necessary Attachments: Company/Firm's Articles of Incorporation (or equivalent documents of constitution or association), and/or documents of registration of the legal entity)

3. Legal Establishment of the Firm

a) Tax Identification No. or equivalent :

b) VAT Registration No. or equivalent :

c) Trade/Business License No. or equivalent :

(Necessary Attachments: Tax ID related Certificate, Valid Trade/Business License)

4. Firm/Company Background (General Information)

(Necessary Attachments: Brochure etc.)

5. Experience of the Firm in Conducting Assignments of Similar Nature

(List of Past Experiences of Similar Nature and/or Complexity including Cost and Duration of the Assignments)

Total Nos. of Similar Nature Assignments done by the Firm :

Project Name	Title/Description of Service	Type of Service	Name and Address of the Client	Service Duration (Start & End Dates)	Value of Services (in Currency)			Man-Month Input	
					Total Value	No. of Partners (if Any)	Value of Service Provided by the Firm	Firm's Input	Partners' Input

(Necessary Attachments: Details Description of Mentioned Similar Nature Assignment done by the Firm Separately)

6. Experience of the Firm in Other Areas

(List of Past Experiences of any Other Areas including Cost and Duration of the Assignment)

Total Nos. of Other Tasks/Assignments done by the Firm :

Project Name	Title/Description of Service	Type of Service	Name and Address of the Client	Service Duration (Start & End Dates)	Value of Services (in Currency)			Man-Month Input	
					Total Value	No. of Partners (if Any)	Value of Service Provided by the Firm	Firm's Input	Partners' Input

(Fill up the above Table only. No more Details or any Attachments is required)

7. Availability of Professionals with Appropriate Skills

Total number of Professional Staffs :

SN	Name of Professionals	Position held in the Firm	Educational Qualification	Total Years of Experience	Years of Experience in Relevant Field	No. of Years as Firm's Employee

(Fill up the above Table only. CV of the Professional Staffs need not be submitted and will not to be evaluated or carrying any extra point)

8. HR Structure of the Firm

(Necessary Attachments: Company Organogram)

9. Availability of Resources (Financial)

(Turnover of last 5 years)

- a) 2025 :
- b) 2024 :
- c) 2023 :
- d) 2022 :
- e) 2021 :

(Necessary Attachments: Audit Reports)

10. Availability of Other Resources

(Logistical and Support Services of the Firm)

- a) Office Space (Area, Floor No. etc.) :
- b) No. of Support Staffs (Excluding Professional Staffs) :
- c) Description of Important Office Equipment :
- d) etc. :