



Technical Assessment Report:

Goods/Service Procured: 2025/2026 Auditor Procurement Evaluator:

Evaluator: Titus Mutuku

Date: 24/06/2025

Signature: TKM

Evaluation Framework

The following criteria were used in the technical evaluation:

Evaluation Criteria	Maximum Score
Firm's Experience and Track Record	30
Proposed Audit Methodology and Workplan	25
Team Composition and Qualifications	25
References and Client Portfolio	20
Total	100

A. Financial Evaluation

	Audit Firm Name	Years of Experience	Licensed CPA(K) Firm	Proposed Total Audit Fee (KES)	Financial Ranking
1	Fortera Associates	Over 14 years (partners)	Yes	65,000	2
2	Muema & Associates	31 years	Yes	63,000	1
3	SFAI Kenya Prolific	18 years	Yes	290,000	5
4	SKM Africa LLP	8 years	Yes	580,000	6
5	GEMALAND COMPANY	12 years	Yes	379,600	7
6	Ronalds LLP	15 years	Yes	250,000	4
7	Ernest & Associates LLP	12+ years	Yes	290,000	3
8	Ngigi and Partners CPAK	Over 25 years	Yes	664,000	8
9	Julie Ward & Company	5 years firm in audit	Yes	350,000	LATE(NOT RANKED)

B. Technical Evaluation Results(SCORE)

NO.	Firm Name	Experience (30)	Methodology (25)	Team (25)	References (20)	Total (100%)	Remarks
1.	Muema & Associates	29	20	19	18	86	Satisfied with the submitted documentation, experience, previous contracts submitted (as references).
2.	Fortera Associates	25	20	20	18	83	Meets the evaluation criteria as shared in the request for proposals. Excellent presentation.
3.	Ernest & Associates	28	22	23	20	93	An excellent work plan, well presented methodology and excellent references
4.	Ronalds LLP	29	24	3	15	71	Detailed proposal and experience in auditing Professional bodies.
5.	Ngigi & Partners	21	22	13	15	71	Experienced, with a methodology presented. The team was not presented and introduced in the expression of interest
6.	SFAI Kenya Prolific	27	24	25	18	94	Experienced, with an excellent methodology, and references provided.
7.	GEMAL & Co.	27	24	25	20	96	Met the experience criteria, excellent methodology presentation, and provided references similar to EIK. Strong Cvs
8.	SKM Africa LLP	15	23	18	15	71	The proposal demonstrated some relevant experience and understanding of the assignment.
9.	Julie Ward & Co						The proposal was submitted after the deadline(Disqualified)

Recommendation

Based on the technical and financial assessment of the proposals submitted, I recommend the appointment of Muema & Associates as the external auditor for the 2025/2026 financial year. The firm scored 86 points in the technical evaluation, demonstrating strong experience, a clear work plan, and satisfactory references. Additionally, Muema & Associates submitted the lowest financial bid of KES 63,000, making them both technically sound and financially competitive. Their proposal meets the Institute's requirements in terms of quality, value for money, and capacity to deliver.