

TOPIC 4

TERMS OF REFERENCE FOR CONSULTANCY SERVICES

4.1 TERMS OF REFERENCE (TORs)

This refers to a document or statement that defines the background, objectives and purpose of the proposal. It is also referred to as the scope of work or mandate. It defines the objectives and the scope of evaluation, outlining the responsibility of consultancy teams and provides a clear description of resources available.

Contents of Terms of Reference

- The background of the assignment including the various necessity of the procurement.
- Terms of Reference should contain the objectives to be achieved by the procurement.
- The deliverables expected from the person to be awarded the tender.
- The qualifications necessary for the person to be awarded the tender.
- The duration of the assignment.
- Any other relevant information as may be required by the tender.

4.2 Example

The Terms of Reference (TORs) for a consultancy

Aims and objectives of the consultancy

- To assess the level of compliance with PPAD 2015 and recommend the best way forward
- To assess a likely value for money for large procurements and advise accordingly
- To establish price benchmarks for items to be procured

Scope

- Prepare a price benchmark for each item
- Determine the level of compliance of the entire procurement process with the Act
- Independently assess the reasonableness of the quoted prices by potential vendors

Terms Of Reference Tor For Providing Security Services

SB Merriam



Terms Of Reference Tor For Providing Security Services:

Decoding **Terms Of Reference Tor For Providing Security Services**: Revealing the Captivating Potential of Verbal Expression

In a time characterized by interconnectedness and an insatiable thirst for knowledge, the captivating potential of verbal expression has emerged as a formidable force. Its capability to evoke sentiments, stimulate introspection, and incite profound transformations is genuinely awe-inspiring. Within the pages of "**Terms Of Reference Tor For Providing Security Services**," a mesmerizing literary creation penned with a celebrated wordsmith, readers set about an enlightening odyssey, unraveling the intricate significance of language and its enduring effect on our lives. In this appraisal, we shall explore the book's central themes, evaluate its distinctive writing style, and gauge its pervasive influence on the hearts and minds of its readership.

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