



Palau National Communications Corporation
One Airport Road P.O. Box 99
Koror, PW 96940
Tel: (680) 587-9000
Fax: (680) 587-1888
Email: pncc@pnccpalau.com
Web: www.pnccpalau.com

RFP No. RFP-25-001

Issue Date: January 07, 2025

Closing Date: February 06, 2025

REQUEST FOR PROPOSALS (RFP)
Competitive Negotiated Contract

PNCC Financial Audit Services for the Fiscal Years 2024, 2025, and 2026

The Palau National Communications Corporation (PNCC) is seeking proposals from qualified individuals, entities, and companies to conduct a financial audit for fiscal years 2024, 2025, and 2026.

Interested individuals, as well as natural and legal entities, may obtain more detailed information and/or specifications regarding this RFP by contacting Mr. Robert Ramarui, Chief Financial Officer, at +680-587-9000 or via email at rramarui@pnccpalau.com.

RFP Timeline:

- **Bidding Period:** January 07, 2025 – February 06, 2025
- **Closing Date:** February 06, 2025 at 10:00 a.m. Palau Time
- **Opening Date:** February 07, 2025 at 10:00 a.m. Palau Time

All offers must be submitted by no later than 10:00 AM, Palau time on Thursday, February 06, 2025.

Basic Conditions and Terms:

- All offers will be opened, evaluated, discussed, and awarded pursuant to the PNCC *Procurement Policy and Regulations* and any modifications thereof or other conditions set forth in the RFP itself. By submitting an offer pursuant to this RFP, the individual person or legal entity submitting the offer acknowledges and agrees that the PNCC *Procurement Policy and Regulations* and the conditions set forth in the RFP is binding upon them.
- Pursuant to Section VII of PNCC *Procurement Policy and Regulations* this RFP may be canceled or postponed and any proposals submitted may be rejected at any time before award when such action is determined in writing by the PNCC CEO in his discretion to be in the best interests of PNCC.
- All costs incurred by an offeror in preparing and submitting an offer to the RFP will be the sole responsibility of the offeror.
- An offeror is solely responsible for conducting its own due diligence regarding the RFP.

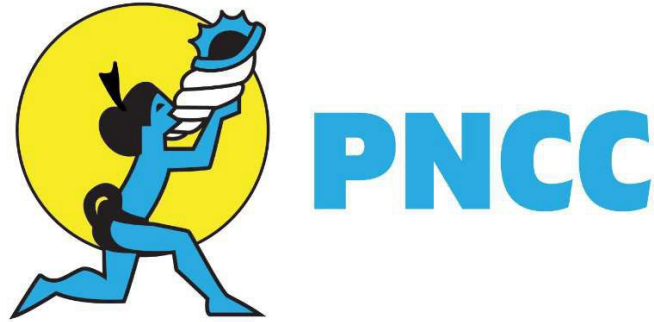
We look forward to receiving your offers and thank you for your interest in this opportunity.

Sincerely,



Robert Ramarui

Acting Chief Executive Officer
Palau National Communications Corporation



Request for Proposals
RFP No. RFP-25-001
Financial Audit Services for the Fiscal Years 2024, 2025, and 2026

Issued by:

Palau National Communications Corporation
One Airport Road P.O. Box 99
Koror, PW 96940
Tel: (680) 587-9000
Email: pncc@pnccpalau.com
Web: www.pnccpalau.com

Submission Deadline: 10:00 AM Local (Koror) Time
February 6, 2025

Submission Place: PALAU NATIONAL COMMUNICATIONS CORPORATION
PROCUREMENT OFFICE
ATTN: MS. TEONGEL NGIRKELAU
PO BOX 99
KOROR, PW 96940
PHONE: +680-587-9000
EMAIL: pncc.rfp@pnccpalau.com

*All proposals shall be clearly marked and received prior to the time and date specified above.
Proposals received after said time and date shall not be accepted.*

Table of Contents

- 1. BACKGROUND INFORMATION 1
 - 1.1 PNCC Overview..... 1
 - 1.2 Project Overview 1
- 2. RFP STRUCTURE AND METHODOLOGY..... 1
 - 2.1 What and How to Bid 1
 - 2.2 Submission of RFP Questions 2
 - 2.3 RFP & Contract Award Schedule..... 2
- 3. OUTLINED SPECIFICATIONS AND REQUIREMENTS 2
 - 3.1 Scope of Work 2
 - 3.2 Proposal Structure 3
 - 3.3 General Information 3
 - 3.4 Cost Breakdown 3
 - 3.5 Qualifications 4
- 4. PROPOSAL EVALUATION CRITERIA..... 4
- 5. PROPOSAL SUBMISSION GUIDELINES..... 4
- 6. TERMS AND CONDITIONS..... 5
- 7. CONTACT INFORMATION..... 5

Request for Proposals
RFP-24-005: PNCC Financial Audit Services for Fiscal Years 2024, 2025, and 2026

1. BACKGROUND INFORMATION

1.1 PNCC Overview

The Palau National Communications Corporation (PNCC) is the leading provider of telecommunications services in the Republic of Palau. Established in 1982, PNCC is committed to fostering connectivity and serving the local community. PNCC provides a comprehensive suite of telecommunications services, including LTE mobile data and voice, high-speed broadband internet, landline telephone services, direct-to-device satellite service, digital television, and VHF radio. Our mission is to connect all of Palau with world-class telecommunications services, ensuring that distance is no barrier to information flow and communication.

1.2 Project Overview

This RFP seeks proposals for financial audit services for the fiscal years 2024, 2025, and 2026. The selected firm will conduct a comprehensive audit of PNCC's financial statements, ensuring compliance with applicable standards and regulations. The audit aims to provide an independent assessment of PNCC's financial health, enhance transparency, and ensure accountability in the use of public resources.

2. RFP STRUCTURE AND METHODOLOGY

2.1 What and How to Bid

PNCC is issuing this RFP to solicit technical and cost proposals for financial audit services for fiscal years 2024, 2025, and 2026. Interested firms may submit bids for one, multiple, or all three fiscal years. Proposals for more than one fiscal year should include separate technical, support service, and cost proposals for each fiscal year.

While PNCC prefers closely aligned proposals, alternative approaches or additional services are encouraged, provided they clearly outline differences from the listed requirements and their benefits. All proposed solutions must be compatible with PNCC's operational framework and adhere to relevant industry standards. Proposals will be evaluated based on the criteria outlined in Section 4.

Request for Proposals
RFP-24-005: PNCC Financial Audit Services for Fiscal Years 2024, 2025, and 2026

2.2 Submission of RFP Questions

Prospective Offerors may submit questions related to the content of this RFP to Mr. Robert Ramarui, Chief Financial Officer, via email at raramarui@pnccpalau.com. The deadline for submitting RFP questions is 10:00 am local (Koror) time, January 14, 2025. PNCC’s responses to any RFP questions received will be published on January 22, 2025.

2.3 RFP & Contract Award Schedule

Activity	Date
RFP Release Date	January 7, 2025
RFP Questions Deadline	January 14, 2025 @ 10AM
Responses to RFP Questions Published	January 22, 2025
Proposal Submission Deadline	February 6, 2025 @ 10AM
Proposal Opening Date	February 7, 2025
Initial Proposal Evaluations Complete	February 19, 2025
Awardees Announced	February 26, 2025
Project Contracts Signed	March 19, 2025

PNCC reserves the right to modify this schedule at its discretion.

3. OUTLINED SPECIFICATIONS AND REQUIREMENTS

Bidders must adhere to the following specifications and requirements:

3.1 Scope of Work

- Conduct a comprehensive audit of PNCC's financial statements for fiscal years 2024, 2025, and 2026, ensuring compliance with the latest applicable standards and regulations.
- Ensure adherence to:
 - Generally Accepted Accounting Principles (GAAP) for U.S. financial reporting.
 - International Financial Reporting Standards (IFRS), considering potential international stakeholders.
 - International Standards on Auditing (ISA), issued by the International Federation of Accountants (IFAC), for a globally recognized audit approach.
 - American Institute of Certified Public Accountants (AICPA) guidelines and auditing standards.
 - Government Auditing Standards (Yellow Book), issued by the U.S. Government Accountability Office (GAO), applicable for audits of federal funds.
 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance, 2 CFR Part 200):
 - Single Audit Act Compliance: If PNCC expends \$750,000 or more in federal funds during a fiscal year, the audit must comply with the Single Audit requirements to assess compliance with federal program requirements.
 - U.S. Treasury Capital Projects Fund Compliance:
 - Ensure that all audits comply with the specific requirements of the U.S. Treasury Capital Projects Fund, including any additional reporting, compliance obligations, and performance metrics.
 - Evaluate the proper use and tracking of grant funds to ensure they are used in accordance with the grant agreements and federal regulations.

Request for Proposals

RFP-24-005: PNCC Financial Audit Services for Fiscal Years 2024, 2025, and 2026

- RUS (Rural Utilities Service) Regulations, relevant to PNCC's use of federal grants or funds.
- Any relevant local or national financial regulations, tax laws, and corporate governance requirements, including:
 - Palau's Open Government Act: Assess compliance with transparency and public disclosure requirements.
 - Administrative Procedure Act (APA): Verify adherence to financial documentation and reporting practices mandated by the APA.
- Evaluate and test internal controls, especially those related to federal fund management, identifying areas of risk or improvement, and provide recommendations to strengthen financial and operational practices.
- Prepare detailed reports of findings, ensuring accuracy, transparency, and compliance with all aforementioned standards and regulations.

3.2 Proposal Structure

- Provide separate technical, support service, and cost proposals for each fiscal year (2024, 2025, and 2026) to allow for flexible engagement based on performance or changing requirements.
- Include hourly rates for any additional work not covered in the primary scope, with a detailed breakdown of services and applicable rates.
- Specify any potential add-on or optional services, including consulting on compliance with federal grant requirements or assistance with federal reporting obligations.

3.3 General Information

- Provide background information about the bidding company, including:
 - Legal framework and registration details.
 - Organizational structure and any certifications, such as CPA licenses or firm-specific accreditations.
 - Experience with audits involving federal funds, especially those related to the U.S. Treasury or similar grant programs.
 - Information on the company's insurance coverage to protect PNCC against any liability arising from the audit services.
- Outline the proposed audit methodology and approach, including specific steps, timelines, quality assurance, and quality control measures, with an emphasis on compliance with federal audit requirements.
- Include references for similar audits, particularly those involving telecommunications companies, utilities, or entities that have received U.S. federal grants.

3.4 Cost Breakdown

- Provide a transparent and itemized pricing structure for all audit services for each fiscal year, including but not limited to:
 - Core audit services (per fiscal year).
 - Compliance testing and reporting related to federal grants.
 - Any supplementary reviews or required compliance reporting (such as tax or regulatory).
 - Additional costs or anticipated expenditures related to travel, resources, or materials.
 - Clear payment policies and terms, specifying any retainers, installment options, and preferred payment schedules.

Request for Proposals
RFP-24-005: PNCC Financial Audit Services for Fiscal Years 2024, 2025, and 2026

3.5 Qualifications

- Outline the relevant experience of the firm and key personnel involved in this audit, emphasizing:
 - Experience with federal grant compliance audits, especially those related to the U.S. Treasury Capital Projects Fund or similar programs.
 - Knowledge of GAAP, IFRS, ISA, AICPA standards, and Government Auditing Standards (Yellow Book).
 - Familiarity with the Uniform Guidance (2 CFR Part 200) and the Single Audit process.
 - Telecommunications, utility, or government-funded sector experience.
 - Understanding of local regulations, including Palau’s Open Government Act and Administrative Procedure Act.

4. PROPOSAL EVALUATION CRITERIA

Proposals will be evaluated based on the following criteria, each weighted for a total score of 100 points:

Criteria	Points
Compliance with RFP Requirements <ul style="list-style-type: none"> • Adherence to specifications outlined in the RFP. 	25
Technical Approach <ul style="list-style-type: none"> • Quality and feasibility of the proposed audit methodology. 	25
Experience and Qualifications <ul style="list-style-type: none"> • Relevant experience of the bidding entity and key personnel. 	25
Cost Proposal <ul style="list-style-type: none"> • Overall cost-effectiveness of the bid, including hourly rates for additional work. 	25

5. PROPOSAL SUBMISSION GUIDELINES

1. Proposal Submission Deadline: Proposals must be submitted before 10:00 am local (Koror) time, February 6, 2025.
2. Proposal Submission Format: Proposals must be submitted exclusively in electronic form via email to pncc.rfp@pnccpalau.com in PDF format. Submit in two volumes: (1) Technical Proposal and (2) Cost Proposal. Ensure attachments are noted within relevant sections.
3. Proposal Language: All documents must be in English.
4. Currency: Cost Proposals must be stated in U.S. dollars.
5. Company Contact Information: Include the following details in the proposal:

Company Name:	
Physical Address:	
Tax ID Number:	
Sales Representative Name:	
Sales Telephone:	
Sales Email:	

Request for Proposals
RFP-24-005: PNCC Financial Audit Services for Fiscal Years 2024, 2025, and 2026

6. TERMS AND CONDITIONS

- **Confidentiality:** Any material that is to be considered as confidential in nature must be clearly marked as such, on every page, and will be treated as confidential by PNCC to the extent permitted by law.
- **Proposal Costs:** Offerors are responsible for all costs associated with the preparation and submission of a proposal. In addition, such costs may not be charged back to PNCC as part of a contract agreement resulting from this RFP.
- **Modifications or Withdrawals:** Prior to the time and date specified as the RFP deadline, responses to this RFP may be modified or withdrawn. Withdrawn proposals may be re-submitted up to the time and date specified as the RFP submission deadline, provided that the response is consistent with the instructions in this RFP. Any modification to a proposal submitted after such deadline may result in the disqualification of the proposal in PNCC's sole discretion.
- **Validity of Proposals:** Proposals must remain valid in all respects for a minimum period of one hundred twenty (120) days after the RFP submission deadline.
- **Right to Select:** PNCC reserves the right to select and negotiate with those companies it judges as having submitted a competitive proposal and to terminate negotiations at any time without incurring any liability to any Offeror. PNCC also reserves the right to select one or more preferred Offerors and/or consortia to best support its business units. By submitting a proposal, Offerors waive any right to claim damages of any nature whatsoever based on the selection process, final selection, and any communications associated with the selection.
- **No Obligation:** PNCC is under no obligation to procure or contract for the services described in this RFP or Offeror's response to this RFP.

7. CONTACT INFORMATION

For further details or questions, please contact:

Mr. Robert Ramarui
Chief Financial Officer
Phone: (680) 587-9000
Email: rramarui@pnccpalau.com