



TERMS OF REFERENCE (TOR) FOR

“EXPRESSION OF INTEREST –REVALUATION OF HAKIELIMU FIXED ASSETS”

enabling citizens to make a difference in education and democracy

1. Background

HakiElimu is registered in Tanzania under the Non-Governmental Organization Act, 2002 as from 16 July 2019 with a certificate number 00NGO/R2/00066. Prior to that HakiElimu was incorporated under the Companies Act, 2002 as Company limited by guarantee and not having a share capital. It was registered on 28 February 2001 and issued with certificate of incorporation number 40897 by Registrar of Companies in Tanzania.

HakiElimu's vision is having a Tanzania where all children enjoy their rights to a quality basic education, where schools respect the dignity and human rights of all people, and where education promotes equity, creativity, critical thinking and democracy.

HakiElimu works to realize equity, quality, human rights and democracy in education by facilitating communities to transform schools and influence policy making, stimulating imaginative public dialogue and organizing for change, conducting critical research, inquiry, analysis and advocacy and collaborating with partners to advance common interest and social justice.

2. Context

HakiElimu has well established financial regulations and procedures which are supported by the existence of financial and administrative guidelines. The financial accounting year is the calendar year.

As per International Accounting Standards # 36, HakiElimu is required to value all fixed assets for impairment every year at the balance sheet date to recognize loss if any.

For the past four years this has not been done and there is strong feeling that fixed assets do not represent a true and fair view of HakiElimu assets values and therefore the result of this need to be reflected in the audited financial statements for the year ending 31st December 2021 which will be presenting the accurate organization asset values.

3. Scope

The successful bidder will be required to perform the revaluation of fixed assets in a professional manner and in accordance with International Valuation Standards.

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Registration
00NGO/R2/00066
Board of Directors
Richard Mabala
Mwajabu Possi
Sylvester Oreo
Helen Kijo-Bisimba
Vicencia Shule
Majorie Mbilinyi
John Kalage



4. Review of Assets Methodology and Tasks

The review of assets will be carried out in accordance with International Valuation Standards and best practice, and will include such tests and physical verification of assets, as the Independent Valuer considers necessary under the circumstances.

5. Fixed Assets Valued Assets

Independent Professional Valuer will provide fixed assets revaluation report in a format as indicated in the HakiElimu Asset Register.

6. General

The Independent Professional Valuer should be given access to all legal documents, correspondence, and any other information associated with the acquisition of assets and deemed necessary by the Valuer.

7. Submission of Proposal


All quotations should be submitted and delivered to the address below by **Friday 10th December 2021**. Addressed to:

**Executive Director
HakiElimu
Plot # 739 Mathuradas Road, Upanga
P. O. Box 79401
Dar es Salaam**

Or by Email: procurement@hakielimu.or.tz

Signed by:

1. Dr. John Kalage  Executive Director

2. Peter Letema  Support Service and Finance Manager