

EXPRESSIONS OF INTEREST (EOI)



Sri Lanka Institute of Biotechnology (Private) Limited

Procurement of Consultation Service for Internal Auditor to SLIBTEC

CONTRACT NO: SLIBTEC/PROC/307/Consultancy/ Procurement of Consultation Service for Internal Auditor to SLIBTEC

1. **The Sri Lanka Institute of Biotechnology (Private) Limited (SLIBTEC), Phase I Building, Mahenwatta, Thalagala Road, Pitipana, Homagama**, is developing Sri Lanka's first Biotechnology Innovation Park, aiming to position the country as a regional biotechnology hub. SLIBTEC was incorporated in October 2020 as a government-owned entity and, Secretary to the Treasury is the sole shareholder.
2. The Sri Lanka Institute of Biotechnology (SLIBTEC), a state-owned institution engaged in research, development, and commercialization in the field of biotechnology, invites **Expressions of Interest (EOI)** from suitably qualified and experienced individuals to provide **Internal Audit Consultancy** services.
3. The objective of this engagement is to ensure the integrity of SLIBTEC's financial operations, assess compliance with applicable regulatory and legal requirements and government guidelines in Sri Lanka, identify areas for improvement, and strengthen corporate governance and mitigate risk management practices.
4. The scope of the Individual Consultant will be required to perform, but not limited to, the following tasks (all procedures shall comply with applicable government/ local government rules and regulations):
 - Preparation of an annual risk-based internal audit plan for SLIBTEC.
 - Organizing SLIBTEC Audit Committee Meetings and submit reports quarterly and annually, with findings, recommendations and management responses to the Board of Directors.
 - Conduct internal audits in accordance with accepted internal auditing standards.
 - Review adequacy and effectiveness of internal controls, financial management, procurement, inventory, human resources and operational processes monthly and annually.
 - Verify compliance with applicable laws, government procurement guidelines, financial regulations and internal policies.
 - Identify risks, control gaps and inefficiencies and recommend practical improvements.
 - Follow up on implementation of agreed external audit recommendations.
 - Provide advisory services to management, when requested, without compromising independence.
5. **Duration of Assignment**

The assignment is expected to be for a period of **two (02) years and frequency of the company visits should be at least once a week** (by the personnel or their approved qualified representatives named in below 7(e)), with the possibility of extension based on satisfactory performance and institutional requirements, as it deems by the Board of Directors of SLIBTEC.

6. Interested Individual Consultants should meet the following minimum requirements:
 - Professional certification such as Certified Internal Auditor (CIA) or Chartered Accountant (CA via ICASL), ACCA, CIMA, or equivalent qualification.
 - Degree in Accountancy, Finance, Auditing, or related field from a UGC-recognized university.
 - Minimum 3 + years of auditing experience, preferably internal audit in Sri Lanka.
 - Strong understanding of Sri Lankan Accounting Standards (SLAS), taxation laws, Companies Act No. 7 of 2007, Shop and Office Act, Public Finance Management Act of 2024 and circulars and the Department of Public Enterprise Guideline and the circulars of the Ministry of Finance in Sri Lanka.
 - Proficiency in audit management software, data analysis tools, and MS Office (Excel, Word, Outlook).
 - Experience in developing and executing audit plans and evaluating internal control systems.
 - Proficiency in preparing and reviewing financial documents and audit reports.
 - Strong communication and interpersonal skills to effectively collaborate with Board of Directors.
 - Excellent analytical, problem-solving, and critical-thinking skills.
 - Ability to work independently or in a team.
 - Excellent verbal and written communication skills.
 - Strong ethical standards and a commitment to maintaining confidentiality.
 - Ability to adapt to changing regulatory environments and industry practices.
 - Sound knowledge of **Sri Lanka Government Financial Regulations, Government Procurement Guidelines, Sri Lanka Accounting Standards, Labour Laws** and other applicable laws.
7. Personnel should provide following information with sufficient proof of documents indicating that the personnel are qualified to perform the consultancy service according to the given format in the web site **www.slibtec.gov.lk/procurement/**. The Terms of Reference (TOR) of the consultancy and other information are uploaded in the website for references.
 - a) A signed Letter of Expression of Interest
 - b) Detailed profile with curriculum vitae (CV) with academic and professional qualifications, previous assignments and client list (as per the Annex 01 & 02 Expression of Interest (EOI) Information Form)
 - c) Evidence of relevant qualifications and experience, including details of similar assignments completed with their contact details
 - d) Copy of National Identity Card (NIC)
 - e) Detailed curriculum vitae (CV) of the team members
 - f) Any other relevant information
8. A Consultant will be selected in accordance with the procedures set out in the Guidelines **for Selection and Employment of Consultants published by National Procurement Agency following Consultants' Qualifications Method (CQS) Method** (August 2007). Shortlisted consultants may be invited to submit a detailed proposal at a later stage.
9. Interested personnel may obtain further information from Sri Lanka Institute of Biotechnology (Private) Limited, Phase I Building, Mahenwatta, Thalagala Road, Pitipana, Homagama Attention: Mr. Tharindu Madushankha (Procurement Manager) TP: + 94 11 3431844 Monday to Friday, between 8.30 am - 5.00 pm. For more information, please visit www.slibtec.gov.lk
10. Expression of Interest including all requested information must be delivered with a duplicate to the address given below **not later than 2.30 pm on 10th August 2026**. Envelope containing the Expression of Interest should be marked **"Expression of Interest - Internal Audit Consultancy Service (Individual Consultant)"**.

Chief Operating Officer
Sri Lanka Institute of Biotechnology
SLIBTEC Phase 1 Building,
Mahenawatta, Thalagala Road,
Pitipana, Homagama.

Tel : + 94 113 431 844
Mail : slibtec@gmail.com
Web : www.slibtec.gov.lk