

# **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

**M Lipman**



**Terms Of Reference Tor For Providing Security Services:**

This book delves into Terms Of Reference Tor For Providing Security Services. Terms Of Reference Tor For Providing Security Services is an essential topic that must be grasped by everyone, ranging from students and scholars to the general public. The book will furnish comprehensive and in-depth insights into Terms Of Reference Tor For Providing Security Services, encompassing both the fundamentals and more intricate discussions.

1. The book is structured into several chapters, namely:
    - Chapter 1: Introduction to Terms Of Reference Tor For Providing Security Services
    - Chapter 2: Essential Elements of Terms Of Reference Tor For Providing Security Services
    - Chapter 3: Terms Of Reference Tor For Providing Security Services in Everyday Life
    - Chapter 4: Terms Of Reference Tor For Providing Security Services in Specific Contexts
    - Chapter 5: Conclusion
  2. In chapter 1, this book will provide an overview of Terms Of Reference Tor For Providing Security Services. This chapter will explore what Terms Of Reference Tor For Providing Security Services is, why Terms Of Reference Tor For Providing Security Services is vital, and how to effectively learn about Terms Of Reference Tor For Providing Security Services.
  3. In chapter 2, this book will delve into the foundational concepts of Terms Of Reference Tor For Providing Security Services. This chapter will elucidate the essential principles that must be understood to grasp Terms Of Reference Tor For Providing Security Services in its entirety.
  4. In chapter 3, the author will examine the practical applications of Terms Of Reference Tor For Providing Security Services in daily life. This chapter will showcase real-world examples of how Terms Of Reference Tor For Providing Security Services can be effectively utilized in everyday scenarios.
  5. In chapter 4, this book will scrutinize the relevance of Terms Of Reference Tor For Providing Security Services in specific contexts. The fourth chapter will explore how Terms Of Reference Tor For Providing Security Services is applied in specialized fields, such as education, business, and technology.
  6. In chapter 5, this book will draw a conclusion about Terms Of Reference Tor For Providing Security Services. The final chapter will summarize the key points that have been discussed throughout the book.
- The book is crafted in an easy-to-understand language and is complemented by engaging illustrations. It is highly recommended for anyone seeking to gain a comprehensive understanding of Terms Of Reference Tor For Providing Security Services.

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### **Terms Of Reference Tor For Providing Security Services Introduction**

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