

## **CALL FOR EXPRESSION OF INTEREST FOR EXTERNAL AUDIT SERVICES**

### **I. INTRODUCTION**

Center for Conflict Resolution (CECORE) is a Ugandan NGO founded in 1995 by a number of Ugandans aspiring to promote alternative and creative means of preventing, managing, and resolving conflict. CECORE's purpose is to empower individual women and men, communities, organizations and institutions to transform conflict effectively by applying alternative and creative means in order to promote a culture of active tolerance and peace.

CECORE commits to work with people, especially – but not only – in areas where conflict is present or peace is threatened, to awaken and develop their awareness that peace is within their grasp; to empower them with the knowledge and skills relevant to their situation; and to facilitate conflict prevention, resolution and transformation.

CECORE is funded by partners like the European Union, USAID, GPPAC, GIZ, Dutch Relief Alliance and ifa-zivik among others. It also provides Consultancy services in its programmatic scope.

#### **1. The audit firm's expected Roles and Responsibilities include;**

- a) Conducting an independent audit of CECORE; Operation in line with international standards on Auditing and International Finance Reporting standards
- b) Reviewing and Evaluating CECORE's internal control systems and advice management and the Board on effective way of improvement
- c) Ensure the organisation adheres to corporate governance and legislations that govern the organisation
- d) Reviewing of implemented programmes/project to ascertain whether they are consistent with programme/project objectives
- e) Providing any value additional services

#### **2. Required Profile of the Audit Firm**

- a) Registered with the institute of certified public Accountant of Uganda (ICPAU) and must hold a current practising certificate.
- b) Should demonstrate that it has the capacity, capability and Experience required to undertake the audit within required time lines.
- c) The Firm should demonstrate adequate Experience in Non-Governmental Organisation.

### **3. Request for Proposal Submission**

Firm meeting the above requirement should submit their proposals that shows the technical and Financial proposals that contains

- a) Confirmation of the firms understanding of the TORs
- b) Methodology, workplan and Timelines for under taking and completing the assignment and the deliverable
- c) Appropriate reference to demonstrate the Experience specified in the TOR
- d) The CVs of key staff proposed to carryout the assignment.
- e) Financial proposal indicating the proposed fees for a regular Audit and any incidental Exppenses.

#### **Other Requirements**

- a) Proof of Registration with ICPA and copies of partners practicing certificate
- b) Confirmation that the firm and it's partners and key staff are not aware of any conflict of interest which may exist with respect to CECORE
- c) Details of at least three audit assignments including the clients for which the firm has performed similar assignment
- d) A schedule outlining tentative dates for completion of the audit process

### **4. Evaluation of Proposals**

Submitted proposals will be evaluated by CECORE's BOD finance Committee and will take into account inter-alia, the following evaluation criteria:

- a) The audit firm is independent and has no conflict of interest with regard to any other work performed by the firm for CECORE
- b) The firm adheres to the instruction in this call
- c) The firm's qualifications, experience,size and location
- d) The firm's past experience and performance on comparable external audit engagement
- e) The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's management support personnel to be available for technical consultation
- f) References from persons knowledgeable of the firm's ability to fullfill the terms of the contract
- g) Adequacy of Audit Approach, including the specific approach to the entity wide review of internal controls and the risk assessment model
- h) Cost

Send your proposals to The Chairman Board of Directors, Center for Conflict Resolution (CECORE) by email: [cecore795@gmail.com](mailto:cecore795@gmail.com) and [othienorose@yahoo.com](mailto:othienorose@yahoo.com) not later than April 23, 2021 . For anu inquiry you can contact :Tel: +256 772-462319/779-303913