**Request for Proposal (RFP) for External Audit Services**

# Organization: Afghans 4 Tomorrow (A4T) Date of Issue: September 06,2023

Proposal Submission Deadline: September 14, 2023.

Afghans4Tomorrow (A4T) a non-profit organization dedicated to the capacity building of Afghan people through its programs in Afghanistan, registered with the Ministry of Economics on 2006. A4T focuses on improving the capacity of those who it serves under its sustainable economic development, education, health, and vocational training and agriculture programs to become self-sufficient and contribute to the economy of their families and country. A4T provides essential services to needy Afghans through the expertise, knowledge and dedication of Afghan professionals aboard. Through our professional, humanitarian, and unified organization, we assess, select, implement, and evaluate projects inside Afghanistan.

# AUDIT SCOPE

The audit firm should examine financial documents and financial statement of A4T for the Year ended December 31,2022. The Audit will involve verification of records, systems and controls to:

* Conduct financial audit for all the funds received from various donors for the fiscal year- 2022.
* Determine those costs incurred are allowable, allocable and reasonable under the agreement terms, and to identify exceptions that have occurred or are likely to occur as a result of inadequate controls.
* Review compliance with all the terms and conditions of grants’ agreements
* Assess overall internal systems and present key findings and recommendations
* Review and assess financial management system.
* Share the initial findings with A4T and incorporate A4T’s justifications against each finding.
* Submit separate and comprehensive financial audit report for the year ended December 31,2022 inclusive of management letters and financial statements for organization and projects.

# DELIVERABLES

1. Separate Independent Auditors Report on Financial statements for the year ended on December 31,2022.
2. Management Letter
3. Any other document required under International Standards on Auditing (ISA)

# QUALIFICATION OF THE AUDIT FIRM

The audit firms, who have experience in external auditing of National / International organizations. Other qualifications related to the proponent are:

1. Must have valid updated license issued by MoCI. The auditor is required to attach scan copies of the above certificates with proposal.
2. Must have affiliation within top 20 international network of Auditors in the year 2021.
3. Must have at least two years working experience within Afghanistan
4. The audit firm must have Afghanistan based working office.

# SUBMISSION

The interested audit firm should submit their Technical and Financial proposals in PDF format clearly mentioning “Technical and Financial Proposal for Audit of A4T for the Year Ended December 31,2022” in the subject line through email only. Submission email is A4Thumanresources@gmail.com

Submission date and time**: September 14 ,2023 till 16:00 PM. Offers received after above mentioned deadline shall not be considered.**

**SELECTION CRITERIA:**

Lower Price Technically Acceptable.

[**RIGHT TO REJECT ANY OR ALL DOCUMENTS.**](https://www.lawinsider.com/clause/right-to-reject-any-or-all-documents)

Notwithstanding anything contained in this RFP, A4T reserves the right to accept or reject any Proposal and to annul the Selection Process and reject all Proposals, at any time without any liability or any obligation for such acceptance, rejection or annulment, and without assigning any reasons therefor. Further, A4T reserves the right to accept the proposal for any of the Firm and shall be under no obligation to provide an offer for all the Firms under this RFP. In an event of non-responsive proposal for any of the Firms or under any circumstance as A4T may consider appropriate, A4T reserves the right to float another RFP for this particular Audit Services.

**TIME SCHEDULE**

Negotiable with selected Audit firm.

# TERMS OF PAYMENT

50% of the agreed fee will paid as advance right after signing the contract and 50% will be paid at submission of the final audit report and Management Letter. The tax will be withheld as per the guidelines of ministry of finance, Afghanistan.

# DISCLAIMER

A4T is not bound contractually or in any other way to any Proponent to this request for proposal/bid. The organization is not liable for any costs or compensation in relation to the consideration of this Request for submission of proposal by the Proponents whether or not the organization terminates, varies, or suspends the process or takes any other action permitted under this Request for proposal. The organization may, at its absolute discretion, elect to abandon any part or whole of the process without giving prior notice to the Proponents or potential Proponents.