



Christian Mission for Development

Transforming lives, building communities

REQUEST FOR PROPOSAL FOR AUDIT SERVICES

Introduction

Christian Mission for Development (CMD) is a registered non-profit, non-governmental, multi-sectoral relief and development organization dedicated to fighting poverty and injustices to reduce human suffering and enhances communities' livelihoods. CMD was established in 2005 and has been in operations, mitigating suffering through provision of lifesaving assistance and holistic social services to vulnerable communities focusing especially on women, children and youth initiatives. Over the years, CMD works to equip people with skills, knowledge and helps communities rebuild their lives and restore hope through resilient building programs

Our Vision:

CMD envisions empowered, holistically transformed and economically self-reliant communities growing in unity and diversity.

Our Mission:

CMD exists to inspire, empower and transform communities through provision of holistic social services while strengthening resilience for self-reliance

Terms of Reference:

CMD is seeking proposals from qualified CPA firms to provide Institutional Audit Services with the Financial Year ending **31st December 2020**. The Auditor's responsibilities shall include among others.

- a) Conduct an independent audit of financial operations of CMD in accordance with the International Standards of Auditing and International Financial Reporting Standards.
- b) Express a professional opinion on the Financial Statements of CMD for the year ended.
- c) Review and evaluate the International Controls and Risk Management Systems and advising on their adequacy to safeguard the assets and resources of CMD.
- d) Review compliance with CMD's Financial Policies and Procedures, Budgets and Statutory Requirements and Regulations.

Expected Deliverables:

- a) Audited Financial Statements of the Organization including Auditor's opinion there on.
- b) Management letter highlighting Financial Management and Internal Control issues noted during the audit together with Auditor's suggestions and recommendations.

Audit Firm Experience and Qualifications:

Firms will be required to meet the following criteria.

- a) Be registered with the relevant Accounting or Auditing Body or institution and partners must have current practising certificates.
- b) Should have been in operation for a period of at least five (5) years.
- c) Should demonstrate that it has the capacity, capability and experience required to undertake the audit.

Proposal Submission:

- a) Confirmation of the Firms understanding of the Terms of Reference and its capacity and capability to deliver on the terms.
- b) The methodology, work plan and timeliness for undertaking and completing the assignments and its deliverables.
- c) Firms profile demonstrating experience working with Non-Governmental Organizations.
- d) Appropriate references to demonstrate having requisite experience.
- e) The CVs of key staff proposed for the assignment.
- f) Proof of registration with a regulating body and partners current practising certificate.
- g) Financial proposal detailing the proposed fees / or expenses in USD. The Financial Proposal should be separated from the Technical Proposal.

Proposals / Tenders should be forwarded to the following addressee to be received by 26th February 2021.

Christian Mission for Development (CMD)

Tong Piny- Juba, South Sudan

(Next to Catholic University)

Or E-mail to:

info@cmd.org

finance@cmd.org