

TERMS OF REFERENCE

FOR

EXTERNAL AUDIT OF ISRAAID SOUTH SUDAN FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2025

1. Background

- 1.1 IsraAID is an international non-governmental organization that was founded in 2001, and implementing emergency and long-term development programmes. IsraAID's mission is to support people affected by humanitarian crises through partnering with local communities around the world to provide urgent aid, assist recovery, and reduce the risk of future disasters. IsraAID South Sudan has been implementing humanitarian Aid in South Sudan since 2011 and implements interventions in protection, Health and WASH sectors with current projects in Juba and Renk Counties.
- 1.2 IsraAID South Sudan is seeking the services of an external audit firm with experience of working with international humanitarian organizations with good local, Regional or International experience to audit financial statements for the year ended 31 December 2025. The auditor is expected to be appointed for the next three (3) years subject to successful completion of the annual assignment(s).
- 1.3 The Lead Auditor MUST have experience in working in South Sudan and understands the country context.

2. Auditing Standards

- 2.1 The Financial Statements of IsraAID are prepared in accordance with the International Financial Reporting Standards (IFRS) and are compliant with the laws of South Sudan.
- 2.2 The financial audit shall be conducted in accordance with International Standards on Auditing (ISA). In addition, any relevant local standards related to financial audits need to be taken into consideration by the auditor. The audit shall include such tests and auditing procedures as the auditor considers necessary for the assignment.

3. Objective and Scope of the Audit

- 3.1 The objective of the audit is to enable the auditors to express an independent professional opinion on the financial position of IsraAID South Sudan.
- 3.2 In conducting the audit, special attention should be given to the following:
 - a. Verify all funds have been used in accordance with the organization's established rules and regulations and only for the purposes for which the funds were provided.

- b. Goods, works and services financed have been procured in accordance with the IsraAID established rules and procedures and that IsraAID obtained value for money during procurement.
- c. Appropriate supporting documents, records and books of accounts relating to all activities have been kept. Clear linkages should exist between the books of accounts and the financial statements presented.
- d. The financial statements have been prepared by IsraAID management in accordance with applicable accounting standards and give a true and fair view of the financial position of IsraAID South Sudan and of its receipts and expenditures for the period ended on that date.
- e. Comprehensive assessment of the adequacy and effectiveness of the accounting and overall internal control system to monitor expenditures and other financial transactions.
- f. Express an opinion as to reasonableness of the financial statements in all material respects.
- g. Include in their reports, an opinion on the organization's compliance with procedures designed to provide reasonable assurance of detecting misstatements due to errors or fraud that are material in the financial statements.
- h. Conduct entry and exit meeting with the Senior Management Team of IsraAID South Sudan.
- i. In addition to the audit report, the auditors will prepare a Management Letter on the following:
 - Give comments and observations on the accounting records, procedures, systems and controls that were examined during the course of the audit.
 - Identify specific deficiencies and areas of weakness in systems and controls and make recommendations for improvement.
 - Communicate matters that have come to their attention during the audit which might have a significant impact on the sustainability of the organization.
 - Bring to the Country Director's attention any other matters that the auditors consider pertinent.

4. Deliverables and timeline

- 4.1 Upon completion of audit work, the auditor shall issue an opinion on the financial statements prepared by the management and a management Letter.
- 4.2 The audit will be completed and audited Financial Statements should be signed by 15 June 2026.

5. Qualifications of the audit firm

The firm must meet the following minimum requirements to be considered for evaluation pursuant of this request for proposal.

- Firm profile- A brief profile of the firm (1 to 2 pages)
- Valid Certificate of Incorporation
- Valid Chamber of Commerce Certificate
- Valid Operational Certificate
- Valid Tax Registration Certificate from NRA
- Valid Tax Compliance Certificate from NRA
- Must be registered accountant with good standing.
- Must be familiar with South Sudan environment, and registration in Sudan will have an added advantage.

- Must have at least two partners and full-time associate who are certified public accountants.
- Provide CV and copies of certification of key personnel that will be involved in the audit.
- Must have been in audit practice for at least 8 years.

Audit approach:

- An outline of the audit strategy, including the approach to auditing key risks and where to focus substantive testing. The auditor should highlight how their experience of dealing with international charity/organizations will impact on their proposed audit approach. As part of the overall approach, highlight how the firm will ensure that timelines are met.

Separate Fee Proposal:

- Fee proposal, including: - the fees breakdown - the basis for future increases - the cost of specialist advice - the mechanism for resolving fees in the event of an audit over-run - the level of advice and advisory services which IsraAID can expect without additional charge. IsraAID would like to see a focus on reducing the overall cost of external audit services to the charity while at the same time maintaining /enhancing value. The fee proposal should be prepared separately but submitted together.

Others:

- The Firm should have strong knowledge and experience in auditing donor accounts.
- The Lead Consultant should be an internationally qualified accountant (CPA, ACCA or its equivalent) with experience in donor accounting and financial management.
- Identify the firm's contact person, phone number and email address. In case of a non-present firm, the submission should state the office address as well as the address and phone number of any local office that will manage or assist in managing this audit.
- The auditor/firm should be available to conduct the organization's audit for the intended 3-year period (2025 – 2027)

Complete bids should be addressed and submitted not later than **06th April, 2026** at **17:00hrs** to the following address or hand delivered to the address below: -

SUBJECT: BID FOR AUDIT SERVICES 2025 – 2027

Country Director,
IsraAID South Sudan
Afex River Camp
Cemetery Road
Juba

Email:- ssdops@israaid.org

