



WEST AFRICAN HEALTH ORGANIZATION
ORGANISATION OUEST AFRICAINE DE LA SANTE
ORGANIZAÇÃO OESTE AFRICANA DA SAÚDE

HIRING AN AUDIT FIRM TO CARRY OUT AN EXTERNAL AUDIT OF THE PRSR PROGRAMME ACCOUNTS FOR THE 2024, 2025 and 2026 FINANCIAL YEARS

CALL FOR EXPRESSION OF INTEREST

Reference No LCS/ PRSR-WAHO/2023/76

1- Introduction

The West African Health Organisation (WAHO) has received funds from the German Development Cooperation (KfW) to implement the regional programme "Reproductive Health and HIV Prevention in the ECOWAS region" (PRSR) and intends to use part of the funds to finance the recruitment of an audit firm to carry out an external audit of the accounts of the said programme for the financial years 2024, 2025 and 2026.

2- Objective

The purpose of the financial and accounting audit is to provide a professional opinion on the financial situation of the project at the end of each financial year and to ensure that the resources provided for the project are being used for their intended purposes in furtherance of the project development objectives.

The expression of this professional opinion will be based on documents prepared and provided by WAHO and other legal documents relevant to the project.

To this end, WAHO has put in place an adequate internal control system as well as acceptable documentation of transactions related to each project.

3- Duration of mission

The estimated duration of the audit assignment is one month per financial year, i.e. 3 months for the three (3) financial years, including the submission of final reports.

The audit assignment will cover the following financial years:

- 2024 (January 1 to December 31, 2024) Financial Year
- 2025 (January 1 to December 31, 2025) Financial Year
- 2026 (January 1 to December 31, 2026) Financial Year

4- Documents to be provided

Interested consultants (firms) are invited to apply. They must demonstrate that they have the required qualifications and relevant experience (documentation on the firm and its areas of expertise, references on the execution of similar contracts in the past) to undertake the assignment. References must be substantiated (contracts, certificate of completion, etc.). Applicants must submit a summary table showing experience, references, mission goals, client addresses, activity costs, years of completion and duration.

Interested Companies are invited to submit an expression of interest package including :



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- A duly signed letter of expression of interest.
- A copy of the certificate of incorporation.
- A list of personnel (assigned to the mission and permanent) with details of their current position,
- A list of the most important achievements in the field under referenced over the last five years, with supporting documents (contracts, certificate of completion, etc.).
- If the consulting firm is incorporated as a consortium: a copy of the consortium agreement concluded by all its members or a letter of intent to form a consortium should their proposal be selected, signed by all its members, and supported by a draft indicative content for the proposed consortium agreement.

5- Qualifications

WAHO is seeking the services of an independent firm of auditors and chartered accountants who are duly registered and listed with IFAC internationally recognised chartered accountants' associations or FIDEF chartered accountants' associations and have a proven track record in financial auditing of international development projects, with experience of KfW funding.

The auditor must be associated with an accredited international audit firm.

6- Selection method

The consultant (firm) will be selected based on the Least Cost Selection (LSC) method in accordance with the tender code for ECOWAS institutions, revised version of the document, in September 2021.

7- Criteria for evaluating the expression of interest

- Experience in financial audit of development projects/programmes in all fields and with all types of funding: **20 marks.**
- Experience in financial audit of development projects/programmes according to ECOWAS standards: **20 marks.**
- Experience in financial audit of development projects/programmes according to KfW standards: **40 marks.**
- Staff assigned to the assignment and permanent staff in the operation of the firm: **20 marks.**

In the event of a tie, the consultant (firm) with the most experience in financial auditing of development projects/programmes in accordance with KfW standards will be given preference.

8- Further information on the submission

Interested consultants (firms) may also obtain further information on the reference documents from the e-mail address below, during working hours, Monday to Friday from 08:00 to 16:00: procurement@diffusion.wahooas.org

They may also download the terms of reference or this notice of expression of interest from WAHO website: <https://data.wahooas.org/tenders/tenders/list>



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Interested and suitably qualified Consultancies are invited to express their interest by submitting their application electronically to <https://data.wahooas.org/tenders/tenders/list>.

The deadline for receiving applications is **28th June 2024 at 12h00 GMT**.

The costs of preparing and sending the expression of interest shall be borne by the consultant (firm).

Dr. Melchior Athanase J. C. AïSSI
Director General