

# Request for Proposal (RFP)

## Introduction of Integrity Watch Afghanistan

Integrity Watch is an Afghan civil society organization committed to increase transparency, accountability, and integrity in Afghanistan. Integrity Watch was created in October 2005 and established itself as an independent civil society organization in 2006.

## Purpose

Integrity Watch Afghanistan (IWA) is seeking for an independent and qualified audit firm to perform the quarterly internal audit of Integrity Watch accounts in accordance with International financial reporting standards IFRS/IAS and International standards on auditing ISAs required by major international donors. The selected firm will conduct the quarterly internal audit for the financial year 2024.

## Details of service:

Duties and Responsibilities of the Service Provider is:

- Conduct the quarterly internal audit in accordance with international standards on auditing and issued by the International Federation of Accountants, IFAC.
- Carry out an internal audit to determine that financial statement is fair and accurate.
- Performing the full audit cycle including risk management and control management over operations' effectiveness, financial reliability and compliance with all applicable policies and regulations;
- Reviewing systems and operations and appraising the adequacy of controls including their ability to detect and prevent fraud;
- Appraising the extent of compliance with established policies, procedures and plans;
- Ensuring all policies and contract requirements of donors are respected in accounting, financial management and reporting.
- Develop a management letter which shall contain both significant and other audit findings and recommendations made during the audit process.
- Recommending improvements to systems and procedures
- Facilitating and liaising with internal departments of Integrity Watch with implementing the partner and funding organisations requirements.
- Any other activities required by Integrity Watch Afghanistan as part of internal audit of financial statement.

## Information Required:

- A short company profile including years of firm's experience, background, license, references and other necessary information in respond to this bid.
- Audit methodology

- Cost of delivery of services per quarter: All costs must be inclusive of applicable tax as per Afghanistan Tax Law.
- Timeline for delivery of services as per Integrity Watch Afghanistan's size of programme and required data for audit.

## How to apply

The qualified companies can submit their proposal and quotation including all required information to Operations department of Integrity Watch Afghanistan until **April 06, 2024**; at the below address:

House# 3 (Left)  
Street 8, District 10  
Qala-e-Fathullah  
Kabul, Afghanistan

- RFPs/Quotations submitted after the deadline will not be considered.
- Please submit your RFPs in sealed envelope, marked with "Internal Audit 2024" BID No # IWA/RFP-001/IA-2024
- Register yourself in IWA BID register
- Integrity Watch reserve the right to accept or reject any of the bids. Submission of the proposals/bids does not mean a contractual binding.
- Integrity Watch Afghanistan has the right to extend or terminate the contract based on the service provided.

Contact Number: 0775210453