

PROPOSAL FORM FOR AUDIT SERVICES

1. Contact details

Name of the Firm:
Contact Address:
Details of lead auditor / Person in-charge:
List of the auditing team, their qualifications and level of involvement:

2. Introduction

<ul style="list-style-type: none">• Provide background information about your firm
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3. Scope of work

<ul style="list-style-type: none">• Briefly describe the scope of work that your firm expects to undertake during the audit contract period

4. Qualification and skills required

Demonstrate;
<ul style="list-style-type: none">• Familiarity with NGO environment and donor funded programmes• Understanding of key donor requirements• At least 3 years working experience in Uganda• Experience in auditing donor funded organisations

5. Additional technical requirement

<ul style="list-style-type: none">• Provide legal registration documents (Attach copies of registration certificates)• Attach valid certificate of registration with the Institute of Certified Public Accountants of Uganda (ICPAU) membership
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