

TOR Technical

Annex /1/

Request for Proposal (RFP) - Annual Audit Services for 2022 and 2023

I. Introduction

Physicians across continents (PAC) Turkey is looking for a reputable firm of auditors to conduct an annual audit for their operations for the financial statements of the fiscal year starts from 01-01-2022 ends in 31-12-2023 in accordance with the international standards for auditing (ISA).

II. Scope of Work

The selected audit firm is expected to perform a comprehensive audit of the PAC financial statements for the stated years, in accordance with international standards for auditing (ISA) and any applicable local regulations in Turkey.

The scope of work should include but is not limited to:

1. Examination of financial statements and related notes.
2. Verification of compliance with relevant accounting principles and regulations.
3. Assessment of internal controls and risk management processes.
4. Identification of any material misstatements or irregularities.
5. Submission of an audit report including opinions and recommendations.

III. Qualifications and Requirements

1. The audit firm must be a registered and licensed firm in Turkey.
2. The firm should have a minimum of 5 years of experience in providing audit services for non-profit organizations of similar size and complexity.
3. The audit team should consist of certified professionals with relevant qualifications.

IV. Proposal Submission Requirements

Interested audit firms should submit the following documents:

1. Cover Letter expressing interest in and commitment to the proposed timelines.
2. Company Profile, including details of relevant experience.

3. Proposed Audit Approach and Methodology.
4. Detailed Fee Proposal, including a breakdown of costs.
5. Three references from clients of similar scope.

V. Proposal Submission Deadline

All proposals must be submitted by 29 March 2024, and late submissions will not be considered.

VI. Evaluation Criteria

The selection of the audit firm will be based on the following criteria:

1. Qualifications and experience.
2. Proposed audit approach and methodology.
3. Cost of services.
4. References.

VII. Timeline

- Proposal Submission Deadline: 17 April 2024
- Evaluation Period: 7 working days
- Notification of Award: 24 April 2024
- Commencement of Audit: 29 April 2024

VIII. Contact Information

For further information or to submit a proposal, please contact: