



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

## RECRUITMENT OF A FIRM TO CARRY OUT AN EXTERNAL AUDIT OF THE PROALAB PROJECT ACCOUNTS FOR THE 2024-2025 & 2026 FINANCIAL YEARS

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### CALL FOR EXPRESSIONS OF INTEREST

Reference number N° N° LCS/ PROALAB-WAHO/2024/23/VN511500

#### 1- Introduction

The West African Health Organization (WAHO) has received funding from KFW for the implementation of the “Strengthening Epidemiological Services and Health Systems in ECOWAS Countries” Project and intends to use part of the funds to finance the recruitment of an audit firm to carry out the external audit of the project's accounts for the financial years 2024, 2025 and 2026.

#### 2- Objective

The objective 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 implementation of the project are used for the purposes intended within the framework of its objectives.

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

To this end, WAHO has established an adequate internal control system and 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 presentation of final reports.

The audit engagement will cover the following financial years:

- Fiscal 2024 (ending December 31, 2024)
- Fiscal 2025 (ending December 31, 2025)
- Fiscal 2026 (ending December 31, 2026)

#### 4- Documents to be submitted

Interested consultants (firms) are invited to apply. They must demonstrate that they have the required qualifications and relevant experience (documentation on the company 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.). Candidates must submit a summary table including past experience, references, mission goals, client addresses, activity costs, years of completion and durations.

Interested consultants (firms) are invited to submit an expression of interest file including :

- A letter of expression of interest duly signed,
- A copy of the commercial register,
- A certificate of non-bankruptcy;



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- A certificate of registration for the year 2023 or 2024 on the Roll of a nationally, regionally or internationally recognized Order of Certified Public Accountants,
- General documentation on the company and its areas of expertise
- Presentation of permanent staff relevant to the assignment, with a perspective on the mission, specifying the current position held in the company
- A list of the most important achievements in the field concerned over the last five years, with supporting documents (contracts, certificate of completion, etc.).
- If the firm is a consortium: a copy of the consortium agreement signed by all its members, or a letter of intent to form a consortium if their proposal is selected, signed by all its members and accompanied by an indicative draft of the proposed consortium agreement.

### **5- Qualifications**

WAHO is seeking the services of an independent firm of auditors and chartered accountants, duly registered and listed with internationally recognized associations of chartered accountants, such as IFAC or the FIDEF associations of chartered accountants, and with a proven track record of financial auditing of development projects to the standards of international financing institutions, including KfW.

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

### **6- Selection method**

The consultant (firm) will be selected on the basis of the Least Cost Selection (LCS) method in accordance with the Guidelines for Procurement, Document Version January 2019, 2<sup>nd</sup> amendment in November 2023, KfW Development Bank

### **7- Criteria for evaluating the expression of interest**

- Experience in financial auditing of development projects/programs in all fields and with all types of financing: **20 marks;**
- Experience in financial auditing of development projects/programs according to ECOWAS standards: **20 marks;**
- Experience in financial auditing of development projects/programs to KfW standards: **40 marks;**
- Personnel potentially assigned to the assignment and permanent in the firm's operations: **20 marks ;**

Only experience over the last 05 years will be evaluated (from 2019).

In the event of a tie, the consultant (firm) with the most experience in financial auditing of development projects/programmes such as KfW will be preferred.

### **8- Further information on the submission**

Interested consultants (firms) may also obtain further information on the reference documents from the e-mail address below: [procurement@diffusion.wahooas.org](mailto:procurement@diffusion.wahooas.org)

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



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Interested and duly qualified consultants (firms) are invited to express their interest by submitting their application electronically to <https://data.wahooas.org/tenders/tenders/list>.

The deadline for receipt of applications is **Tuesday, August 20, 2024 at 11:00 am GMT.**

The cost of preparing the expression of interest file shall be borne by the consultant (firm).

**Dr Melchior Athanase J. C. AÏSSI**  
**Director General**