



EFASOM Audit TOR 2020-2021

# Call for Proposals

Open for Both Somali Nationals and International Audit Firms

Education for All Somalia Coalition (EFASOM) is accepting quotes from CPA firms to provide audit services for our company. We invite your firm to submit a quote proposal to us by 12th December 2021 (Deadline). Our Board and Coalition members will review your proposals/quote price and select the audit firm to undertake the assignment.

## Background:

Education for All Somalia Coalition (EFASOM) is a non-governmental, non-profit organization working to ensure all Somali people the right to quality and safe education in all situations, in emergencies and post-crisis recovery. EFASOM was formed in 2006 by a group of scholars and educationists from civil society organizations including human rights, center for disabilities, media outlets, youth leagues and children reintegration centers. EFASOM unites to some extent reach the goal of having all Somali children complete primary school by 2025 with quality teachers. EFASOM has a mission to eliminate barriers of education in Somalia. EFASOM will get all school-aged children into school and to keep them there requires the recruitment of thousands of new professional high-quality teachers.

EFASOM is implementing a 2-year project titled "Education OutLoud, Advocacy & Social Accountability" for the period between January 2020 to December 2021. The project is administered by Oxfam IBIS and funded by Global Partnership for Education (GPE). The total project cost is USD 244,530 where the exact value for year 1 is less than USD 100 k.

The Objective of this EOL project (OC1) is to strengthen national civil society engagement in education planning, policy dialogue and monitoring. This objective aims at improving inward accountability of governments to their citizens. The participation of a diverse range of civil society groups is vital to prevent 'elite capture' of policy spaces, ensure that there is healthy debate and deliberation, and to ensure that civic space is

inclusive even of those traditionally lacking in institutional power. Facilitated processes to ensure equitable participation of marginalized groups is critical because the most marginalized people are often the least able to participate due to constraints in terms of time and opportunities costs, but also the norms that influence their relative power and position in society.

**Audit Timing:**

EFASOM anticipates being prepared for the audit fieldwork to begin on the planned date and expects the delivery of the financial statements and management letter by Feb 15, 2022.

**Services To Be Provided:**

EFASOM is seeking a qualified CPA firm with extensive experience with education project funding and GPE/Oxfam IBIS cost principles to perform the following:

1. Annual Institutional audit plus project-based audit in accordance with generally accepted auditing standards for the 2-year starting 1<sup>st</sup> January 2020 and ending December 31, 2021.
2. Internal control letter and recommendations on improving internal controls.

**Proposal Requirements:**

1. Name, address, telephone number, and email address for principal contact.
2. Executive summary of the reasons why EFASOM should engage your firm to provide audit services.
3. Provide a timeline for planning, fieldwork, and expected completion of the audit.
4. Send a price quote and include your total fee

**RFQ Costs:**

Any resources expended by your firm in responding to this RFQ, including any costs incurred in proposal preparation, presentation or site visits, are the sole responsibility of your firm.

**Inquiries:**

Inquiries concerning this RFQ should be emailed to EFASOM SOMALIA <[efasomsomalia@gmail.com](mailto:efasomsomalia@gmail.com)>.



## **TERMS OF REFERENCE**

### **END OF PROJECT AUDIT OF EDUCATION OUT LOUD SOMALIA NATIONAL EDUCATION COALITION PROGRAMS FUNDED BY OXFAM-IBIS**

#### **Introduction**

The Education Out Loud (EOL) program is a Global Partnership for Education (GPE) funded program with the goal of strengthening civil society advocacy and influencing work in education policy processes, promote inclusion and learning, enhance accountability and transparency in education policy and create an enabling global and transnational environment for civil society engagement. The program is managed by Oxfam IBIS as the grant agent and implemented in 62 countries across the world.

#### **Objectives of EOL**

The overall Goal of Education Out Loud is to enhance civil society capacity to further GPE 2020 goals in learning, equity, and stronger systems, by improving the participation of civil society, their efforts to strengthen advocacy and to ensure transparency and increased effectiveness in national educational policy and implementation processes.

In particular, Education Out Loud has three specific objectives namely:

- a) Strengthen national civil society engagement in education planning, policy dialogue and monitoring;
- b) Strengthen civil society roles in promoting the transparency and accountability of national education sector policy and implementation; and
- c) Create a stronger global and transnational enabling environment for national civil society advocacy and transparency efforts.

## About the Somalia National Education Coalition

This is one of the sixteen (16) National Education Coalitions (EFASOM) under the Regional Management Unit (RMU) based in Kampala, Uganda that are implementing Operational Component I (OC I) of EOL Programme in the Horn, East and Southern Africa.

## Procurement of Audit Services

1. The auditor shall be appointed by the Education Out Loud Somalia National Education Coalition (EFASOM) administration following a strict procurement process assuring that competitive and independent quotations were obtained.
2. The auditor must be a chartered accountant or poses similar qualifications and title in the specific country and must be able to conduct the audit in accordance with national laws and the International Standards on Auditing (ISA).

## Timing and duration of the Audit

3. The audit must be planned to take place **starting latest by 17<sup>th</sup> January 2022** with the final report provided **no later than the 11<sup>th</sup> February 2022**.

## Audit Scope

4. The scope of the audit is the project audit of the *OC1 EOL grant agreement* for its entire implementation period, including Year Zero where applicable. The Somalia National Education Coalition management must give the auditor access to the grant agreement(s) and all related documents (annexes, reports...).
5. As part of the audit the auditor will examine the organisational structure and existing procedures with special focus on governance; accounting practices; financial management; internal control; Fraud, bribery, and corruption; risk management.
6. The audit of financial transactions will be based on spot check examinations of the quality of voucher material and its correct recording in the books, with a view, among other things, to assessing its significance and risk.
7. At the audit the auditor will verify:
  1. 7.1. that the accounts and reconciliations are correct and accurate and do not contain significant errors or omissions
  2. 7.2. that the financial provisions (accounting policies) contained in agreements with local regulations and Oxfam have been complied with
  3. 7.3. that the transactions comprised by the accounts are in conformity with the conditions and

general objectives for the grants as agreed with Oxfam IBIS and the budget.

8. The following are examples of the performance areas that the EFASOM must practise satisfactorily, and that the auditor will inspect, most likely through random spot checks.
  1. 8.1. The procedures and control mechanisms related to approval of vouchers are satisfactory. The approval of a voucher must ensure that the voucher is based on thrift.
  2. 8.2. Payroll costs for individual staff are reasonable when compared with relevant comparable organisations, salary statistics, guidelines, or the like.
  3. 8.3. Competitive quotations are being obtained in relation to procurement of goods and services.
  4. 8.4. Available assets are being kept in an appropriate manner and according to rules and regulations.
9. Additionally, the auditor will assess any exchange rate gain or loss generated at the end of the project.
10. The EFASOM's management is required to give the auditor any information that may be material to the auditor's assessment of the accounts and of the organisation's administration of the grant. Similarly, the organisation management must give the auditor access to initiating any examination that s/he considers necessary, and ensure that the auditor receives the information and assistance needed for performing the audit. If possible, the auditor shall perform its audit being physically at the organisation's premises.

## **Deliverables**

11. The audited accounts must carry the auditor's statement (audit report), stating that the accounts have been audited in accordance with the stipulations and guidelines in the present ToRs.

The audited accounts should also be accompanied with a management letter containing material weaknesses observed together with recommendations to address them.

**These documents must be provided no later than the 11<sup>th</sup> of February 2022.**

The auditor's statement must be issued in accordance with the ISA 7800/805