

Diadem Consults Initiative Limited/GTE is a development organization focused on improving the growth and development of populations through strengthening governance and democratic processes, implementation of sustainable programs and conduct of empirical research to generate evidence to inform policies and program implementation.

**Title: Request for Expression of Interest - Engagement of an External Audit Firm**

**Reference Number: NG-M AND E SUPPORT-366037-CS-CQS**

**Location: Abuja (FCT)**

**Project: Monitoring and Evaluation Support for Nigeria for Women Project (NFWP) - P177941**

**Grant Number: TF0B9785-NG**

**Duration: Contract signing date - 31st December 2024**

**Currency: Naira**

## **Overview**

- Diadem Consults Initiative Ltd/GTE has received financing from the International Bank for Reconstruction and Development] (the “Bank”) toward the cost of the Monitoring and Evaluation Support for Nigeria for Women Project (NFWP) and intends to apply part of the proceeds for consulting services, toward payments under the contract for engagement of a firm for external audit.
- Diadem seeks to engage an External Audit Firm for audit of the Project Financial Statements (PFSs) for the fiscal year from January 1st to December 31st, 2023. The objective of the audit of the Project Financial Statements (PFSs) is to enable the Auditor to express a professional opinion(s) on the financial position of the project at the end of the 2023 fiscal year and on funds received and expenditures incurred for the relevant accounting period.
- Diadem Consults Initiative Ltd/GTE now invites eligible audit firms (“Consultants”) to

express their interest in providing the service.

## **Evaluation Criteria**

- The interested Audit Firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the services outlined in the Terms of Reference (TOR).
- The Audit Firm will be selected based on their relevant experience, qualifications, and capability to carry out the assignment. Some of the eligibility requirements include the following among others:
  - Evidence of Firm's business name or Certificate of incorporation issued by Corporate Affairs Commission (CAC) including form CAC2 & CAC7
  - Evidence of Company's Tax Clearance Certificate for the last three (3) years
  - Firm's Profile, with Curriculum vitae of relevant professionals to be deployed for the exercise, including copies of their academic and professional certificate e.g. ICAN.
  - Verifiable documentary evidence of similar audit exercise successfully completed, including letters of Audit engagement.
  - Evidence of firm's registration with relevant regulatory professional body e.g. ICAN
- Applications to be submitted by the firms will be evaluated against the following criteria:
  - Consultants' general qualification.
  - Relevant experience and qualification of key staff.
  - Relevant competence and experience of the firm.
  - Experience in the region and sector.

## **Submission of Documents**

- All documents for submission must be transmitted with a covering/forwarding letter under the firm's letterhead paper bearing amongst others, the Registration number (RC) as issued by Corporate Affairs Commission (CAC), Contact Address, Telephone numbers (preferable GSM No.) and E-mail Address, duly signed by the authorized officer of the firm.

## **Additional Note**

- The attention of the consultant is drawn to paragraph 1.9 of the World Bank's Guidelines:

Selection and Employment of Consultants [under IBRD Loans and IDA Credits & Grants] by World Bank Borrowers, setting forth the World Bank's policy on conflict of interest.

- Diadem Consults Initiative Ltd/GTE shall not be responsible for any costs associated with a firm expressing an interest, regardless of the outcome or the manner of conducting the selection process.
- E-mail to: [diademcon.procurement@gmail.com](mailto:diademcon.procurement@gmail.com) for any enquiry or clarifications.
- If inquiries are sent to other email address(es), even if they are Diadem staff, they have no obligation to respond nor can Diadem confirm that the query was received. Any delay in Diadem's response shall not be used as a reason for extending the deadline for submission, unless Diadem determines that such an extension is necessary and communicates a new deadline to all firms.

### **Application Closing Date**

Tuesday, 30th January, 2024.

### **How to Apply**

Interested and qualified candidates (eligible firms) should send their quotations to: [diademcon.procurement@gmail.com](mailto:diademcon.procurement@gmail.com) using the Title as the subject of the mail.

Or

Send by hand to the address below:

**Diadem Consults Initiative Ltd/GTE**

**Attn: Obidiegwu Blessing Ogochukwu, Procurement Officer.**

**No 4, Ikole Street,**

**Area 11, Garki-Abuja.**

Terms of Reference and Guidance on Shortlisting:

- Only Audit Firms on the World Bank's approved list will be evaluated.
- For the detailed Terms of Reference (TOR) indicating the scope of the task to be performed as well as the services required of the selected firm, details on the approved list and all relevant information click on the links below.

**[Request-for-expression-of-interest-Audit-Firm](#)**