

## **Advertisement for the Appointment of External Auditor for Association for Reproductive and Family Health (ARFH)**

**To: International/Local Audit Firms in Nigeria**

### **Background:**

Association for Reproductive and Family Health (ARFH) is a leading indigenous not-for-profit, non-governmental organization established in Nigeria in 1989 in response to the health and social needs of the disadvantaged groups in rural and urban communities. ARFH is committed to improving the quality of the life of the people in Nigeria and elsewhere in sub-Sahara Africa. Since its inception, ARFH has consistently responded to the public health challenges including HIV/AIDS, Tuberculosis, Malaria, maternal mortality and morbidity and sexual and reproductive health problems in Nigeria.

ARFH is implementing a 5- year (2014- 2019) USAID grant of family-centred **Local Partners for Orphans and Vulnerable Children (LOPIN) Project** in selected States in the country; Lagos, Rivers and Akwa Ibom States with the head office at Ibadan, Oyo State.

**ARFH is hereby inviting applications from accredited and reputable audit firms for engagement on the project.**

### **Applications must be accompanied by the following:**

- (1) Profile of the firm including management team, registered address, phone number(s), facsimile number and web address
- (2) Certified true copies of the following:
  - (a) Memorandum and Articles of Association or Partnership of the firm/consortium (where applicable).
  - (b) Tax Clearance Certificate for the past three years
  - (c) Evidence of V.A.T Registration of the firm and supporting documents of recent remittances to FIRS
  - (d) Evidence of current practice license(s) of the firm
  - (e) Tax Clearance Certificates of the partners for the last three (3) years.
- (3) Other Pre-qualification details required:
  - (a) Names and Curriculum vitae of Team Leader and senior professional staff proposed for the assignment, including corresponding qualifications and individual experience in similar assignments.

- (b) Evidence of technical competence and relevant experience in similar assignments.
- (c) Verifiable reference list of similar organizations audited by the firm
- (d) Detailed description of your understanding of the scope of work.
- (e) Audit methodology, approach and work plan for achieving the tasks specified in the scope of work.
- (f) Any other information which may be considered to be relevant to the evaluation of your application for pre-qualification.

Fee quotation must be based on the scale of fees issued by the Institute of Chartered Accountants of Nigeria (ICAN).

Kindly send your application **on or before 3rd December, 2015** to: [programs@arfh-ng.org](mailto:programs@arfh-ng.org) or as a mail package and addressed to:

**The Chief of Party, Lopin-Region 1**

**ARFH House, Plot 815A, Army Officers Mess Road, Near Ikolaba Grammar School, Agodi  
G.R.A., Ikolaba, Ibadan**

**P.O. Box 30259 Secretariat, Ibadan,**

**Oyo State, Nigeria**