**TAGHEER Background**

TAGHEER is headquartered in Kabul – Afghanistan. TAGHEER has regional coordinators in Jalalabad, Herat, Kandahar, and Mazar-e-Sharif and have active presence in all 34 provinces of Afghanistan. TAGHEER also has a window office in Istanbul – Turkey. TAGHEER is registered as a local management consulting firm in Afghanistan under the MoIC-ACBR license number 45521.

**TAGHEER Services**

### management consulting

TAGHEER provides robust and bespoke management tools to strengthen the performance of organizations. We collaborate with our clients to design them M&E frameworks & management tools, help them develop their human and institutional capacity, supply them subject matter experts, and ensure our clients perform with full confidence through our reach and management approaches in Afghanistan. By engaging stakeholders, clarifying goals, setting objectives and measures, and identifying mission-critical actions, we get our clients to their goals faster. We are accountable, yet flexible, to adapt to changing needs and meeting expectations.

### Project & Field Monitoring:

Our project monitoring system is designed to collect and analyze both qualitative and quantitative data to measure the achievement of project targets against the work plan and indicators at activity, output and outcome levels. Our monitoring involves collecting, recording, analyzing, and reporting the project data and information, with feedback from the client and other project stakeholders involved into the project interventions.

### Baseline to Impact Evaluations:

TAGHEER conducts feasibility studies, baseline assessments, as well as performance and impact evaluations to help clients decide appropriate interventions for their projects, analyze gender and power dynamics in the project context, Identify roles and responsibilities of stakeholders, needs and experiences of project beneficiaries, establish baseline information for projects, and understand if the project is relevant to the client priorities, effective in its achievements, efficiently using resources, and sustainable beyond the funding timeline.

**Introduction to the TOR**

The audit will cover the office administration costs including externally funded projects expenditures and payments received against services provided. Sufficient audit evidence should be gathered to substantiate in all material respects the accuracy of the financial statements following the International Auditing Standards (ISAs). The audit report should state if the audit was not in conformity with any of the above and indicate the alternative standards or procedures followed. The audit will cover the above scope from May 1, 2018 till Dec 31, 2019.

**Deliverables**

1. **Audit Report – T**he audit report, which will be provided in English language should clearly indicate the auditor’s opinion. This would include at least the following:
2. Identification of the financial information audited for the period covered
3. Statement of responsibility for TAGHEER and the responsibility of the auditor.
4. The International Accounting Standards that have been applied and indicate any deviations for whatever reasons
5. The work performed by the auditors
6. Auditor’s opinion if the financial statements are true and fair in all material aspects
7. Auditor may expand the report to include other information and explanations as appropriate and not listed in the TOR
8. **Management Letter – A**n assessment of the efficiency of the administration, management and internal control system of TAGHEER. A description of any specific internal control weaknesses noted in the financial management. Recommendations to resolve/eliminate the internal control weaknesses noted should be included. Management comments/responses to audit findings and recommendations.

**Required qualification for the Audit firm** *(E) = Essential (D) = Desirable*

* The firm should be a legal entity registered in Afghanistan & working for 5 years in audit. (E)
* Auditor must be completely impartial and independent from all aspects of management or financial interests in the entity being audited. The auditor should not, during the period covered by the audit nor during the undertaking of the audit, be employed by, serve as director for, or close business relationships with any senior participant in the management of the entity. (E)
* Ability to present, discuss, and at times defend views effectively through formal, informal, written, and spoken communication (E)
* Experience with private sector (D)
* Duration and validity required for the proposal should be 60 days (E)

**Timeline**

The audit will start on Feb 1, 2020 and finish the end of February 2020. The firm will present the draft audit report and management letter to TAGHEER on Feb 20, 2020 and a final signed audit report and management letter on Feb 29, 2020.

**Payments**

Payments for the consultancy will be made as per agreed instalments. An invoice must be submitted for all payments. All payments under the agreement will be made through bank.

**Submission Guidelines:**

If you are interested, please share quote addressing the required skills and competencies and a brief proposal with methodology to info@tagheer.af by Jan 22, 2020.