**Call for Proposals**

**Full Audit of Financial Year 2020**

**Afghanistan Public Policy Research Organization**

**About APPRO**

Afghanistan Public Policy Research Organization (APPRO) is an independent social research organization with a mandate to promote social and policy learning to benefit development efforts in Afghanistan and other less developed countries through conducting social scientific research, monitoring and evaluation, and training and mentoring. APPRO is registered with the Ministry of Economy in Afghanistan as a non-profit non-government organization and headquartered in Kabul, Afghanistan with regional offices in Mazar-e Sharif (north), Herat (west), Kandahar (south), Jalalabad (east), and Bamyan (center).

APPRO is the founder of [APPRO-Europe](http://appro-europe.net/), a non-profit network organization, whose mandate is to conduct applied research, training, policy advocacy, and program and project evaluations in conflict environments.

**APPRO and APPRO-Europe are registered with the International Aid Transparency Initiative (IATI).**

**Audit Purpose**

The purpose of this Request for Proposals (RFP) is to enter into a contract with a qualified independent certified auditing firm duly registered in Afghanistan with international affiliation to perform a financial audit of APPRO for the fiscal year ended December 31, 2020 with annual income for the year amounting to USD 227,208.

**Deliverables**

1. The auditor will issue an audited financial statement for APPRO and an audit opinion on the year ended December 31, 2020.
2. In addition to the audit opinion, the auditor will prepare a "management letter," in which the auditor will:
   1. Give comments and observations on the completeness and accuracy of accounting records, systems, and controls examined during the course of the audit.
   2. Report on any gaps or lack of compliance to relevant laws and convenants.
   3. Identify specific deficiencies and areas of weakness in systems and controls and make recommendation for their improvement.
   4. Communicate matters that have come to their attention during the audit which might have a significant impact on the operations of the organization.
   5. Seek the management’s responses to the findings for incorporation in the final management letter.

**Qualifications**

1. Only registered chartered accounting firms with international affiliation are eligible to apply.
2. Minimum of 3 years of relevant experience in financial auditing in Afghanistan.
3. Having experience of auditing NGOs in Afghanistan.
4. Being registered with Ministry of Industries and Commerce, Afghanistan as a chartered accounting firm.

**Timeframe**

The annual audit of financial year 2020 must be completed within 10 days.

**Documents Required**

Firms with the above qualifications are required to submit the following documents:

1. Technical proposal with clear scope and methodology.
2. Financial proposal.
3. Detailed firm profile along with updated license and certificate.
4. Evidence of international affiliation.

**Contact Information**

All interested, qualified companies are invited to submit their proposal to [hussain.hamdard@appro.org.af](mailto:hussain.hamdard@appro.org.af)

**Closing Date**

All proposals must be submitted by 16:00 hours, April 21, 2021.