



UGANDA COOPERATIVE ALLIANCE LTD

REQUEST FOR EXPRESSION OF INTEREST FOR PROVISION OF EXTERNAL AUDIT SERVICE

Vacancy title: Call for Expression of Interest for External Audit Service
Location: Plot 47, 49 Nkrumah Rd, Kampala, Uganda Cooperative Alliance Ltd (UCA)
Duty Station: Kampala, Uganda, East Africa
Date Posted: Thursday, July 13, 2022

JOB DETAILS: REQUEST FOR PROPOSAL FOR EXTERNAL AUDIT SERVICE

Uganda Cooperative Alliance (UCA) Ltd is the umbrella organization for all Registered Cooperatives in Uganda and serves as the voice of the Cooperative movement at both national, regional and international levels. In compliance with sections 22 and 23 of the Cooperative Societies Act, UCA is seeking a provider of External Audit Services for the next three years beginning with the financial year 2022/2023 from a reputable firm.

Scope of work:

The External Auditors shall be required to perform risk-based audits and performance-based audits.

Roles, duties and responsibilities

- Conducting independent audits of UCA's operations in line with Generally Accepted Accounting Principles (GAAP), Alliance's policies, and donor agreement
- Express an opinion on the financial statements.
- Reviewing and evaluating UCA's internal control system and giving recommendations based on identified areas of improvement.



UGANDA COOPERATIVE ALLIANCE LTD

- Assessing utilization of resources for effectiveness, efficiency and economy as well as identification of opportunities for improvement.
- Ensuring that the organization adheres to corporate governance requirements and legislation that govern the UCA.
- General review of the implementation of programs to ascertain whether they are consistent with program objectives as set in the program design.
- Provide any other value-added services as approved by the UCA Board.

Eligibility Criteria

The bidding firm will be required to meet the following criteria, required profile of the Audit firm

- Be registered with the Institute of Certified Public Accountants of Uganda (ICPAU) and must hold a current practicing certificate.
- Have at least two partners of good standing with ICPAU.
- The firm and the partners should not have been subject to any disciplinary action by ICPAU or other related professional bodies.
- Should have been in operation for at least five years
- Demonstration of the required prerequisites, qualifications and other competencies.
- The firm should demonstrate adequate experience in Cooperatives and Non-Governmental Organizations.

Mode of submission

Firms meeting the criteria are requested to submit proposals in a sealed envelope as follows;

a) Technical proposal Containing

- Confirmation of the firm's understanding of the terms of reference (TORs) and its capacity and capability to deliver on the TORs;



UGANDA COOPERATIVE ALLIANCE LTD

- The methodology, work plan and timeliness of undertaking and completing the assignment and the deliverables.
- Appropriate references to demonstrate the experience and specified in the TORs
- The CVs of Key staff proposed to carry out the assignment

b) Financial proposal

Indicating the proposed fees for regular audits and any incidental expenses.

c) Other Requirements

- Certificate of registration/incorporation
- Proof of registration with ICPAU and copies of the partners' practicing certificate.
- Confirmation that the firm nor any of its partners or key staff have faced any disciplinary action by ICPAU or other Professional Bodies.
- Confirmation of having undergone a Quality Assurance review by ICPAU.
- Confirmation that the firm and/or its partner and key staff are not aware of any conflict of interest which may exist with respect to UCA.
- Details of at least three (3) prior to audit assignments, including the contact details of the references.
- Prior Experience in the audit of Cooperatives

Mode of application

Interested firms should submit three hard copies addressed to the General Secretary, Uganda Cooperative Alliance on plot 47/49 Nkrumah road P .O. Box 2215 Kampala, Uganda, and a softcopy of the proposal to the following emails to ucainfocen@uca.co.ug and asiimweivan@yahoo.com.

The deadline for submission is July 22, 2022, before 17:00