



## REQUEST FOR EXPRESSIONS OF INTEREST

### **Selection of an Audit firm for the Audits (Framework contract for Small Assignments) of ECOWAS Institutions, Agencies and Offices**

1. The Office of the Auditor General of the Economic Community of West African State (ECOWAS) Institutions intends to use part of its 2022 approved budget to Select an Audit firm for the Audits (Framework contract for Small Assignments) of ECOWAS Institutions, Agencies and Offices.
2. The Auditor would be primarily entrusted with one or more of the following audit areas but might be tasked where necessary with any of the other audit areas determined by the OAG; namely Human Resource Management, Procurement Management, Financial Management, and Information System Management (IS). The purpose of the audit is to enable the Auditor assess the extent to which the Management of ECOWAS Institutions, Agencies and Offices are ensuring compliance with extant Regulations and best practices in the areas of Human Resources, Procurement, Financial Management, and Information Systems.
3. The contract duration will be three (3) years.
4. The ECOWAS Commission invites eligible Consultants (consulting firms specialized in audits) to submit their Expression of Interest in providing these services. All interested eligible and qualified Consulting firms must provide information on their qualifications and experience, demonstrating that they are qualified to provide similar services. The criteria for preparing the shortlist are: **(a)** General Experience in audit over the past 10 years (2012 - 2021); **(b)** Shall demonstrate of having executed at least two (2) similar assignments for renowned International Organizations **OR** for Donors funded Projects during the last ten (10) years (2012 - 2021); **(c)** Shall demonstrate of having executed at least one (1) Similar assignment in the ECOWAS Region during the last 10 years (2012 - 2021) for renowned International Organizations **OR** for Donors funded Projects; **(d)** List of appropriate skills Staff relevant to this assignment (List, Qualifications); **(e)** Shall provide evidence of staff being capable of producing Reports and all other Relevant Documents in both English, French and Portuguese.

**NB: Each Reference (experience) will be summarized on a Project Sheet with all relevant Supporting Documents indicating the Contact Information of the Contracting Authorities or Client so as to facilitate verification of the information provided. For each reference project, the Consultants shall submit the Contracts (cover page with title and page with the signatures) OR Attestation of Good Performance OR Certificate of Completion.**



5. Consultants may constitute Joint-Ventures to enhance their chances of qualification.
6. The Eligibility criteria, preparation of the short-list and the selection procedure shall be in accordance with the ECOWAS Procurement Code which is available on the ECOWAS Commission's Website at [www.ecowas.int](http://www.ecowas.int).
7. Interested Consultants can obtain further information and clarification at the e-mail addresses mentioned below during working hours: **9.00am - 4.00pm, Nigerian Time, (GMT + 1) Mondays through Fridays (except public holidays)**: [sbangoura@ecowas.int](mailto:sbangoura@ecowas.int) with copy to [procurement@ecowas.int](mailto:procurement@ecowas.int); [fkotobridja@ecowas.int](mailto:fkotobridja@ecowas.int); [rkawunyo@ecowas.int](mailto:rkawunyo@ecowas.int) [ikkamara@ecowas.int](mailto:ikkamara@ecowas.int).
8. Expression of Interest must be submitted electronically to the email address indicated below, not later than **October 21, 2022, at 11.00 am (GMT + 1), Nigerian Time** and must be clearly marked: **"Selection of an Audit firm for the Audits (Framework contract for Small Assignments) of ECOWAS Institutions, Agencies and Offices"**.  
**Email: [auditframeworkcontract@ecowas.int](mailto:auditframeworkcontract@ecowas.int)**
9. The working languages shall be **English, French and Portuguese**. The Expression of Interest will be submitted in **English OR French OR Portuguese Language**.

**Commissioner, Internal Services**