



## REQUEST FOR QUOTATIONS FOR FINANCIAL AUDIT SERVICES

### I. Introduction

The International Organization for Migration (IOM), Office in Romania, an organization part of the United Nations system, invites service providers to submit quotations for Financial Audit in the framework of the project ***"Tandem with NGOs to support victims of trafficking in human beings (VoT) – TaNGO"***, funded by the Swiss Intermediate Body (SIB) of the Thematic Fund Security.

The project implementation period is 16 October 2017 – 31 August 2019.

The project budget is of 550,000.00 CHF with maximum allocated budget for external audit services of 5,011.17 CHF. The final audit report shall be provided by 30<sup>th</sup> of September.

### II. Basis

#### 1. Fundamental considerations

1.1. The external financial audit of the project accounts ("accounts") must be performed by an independent firm of certified accountants (hereafter referred to as "auditors") who hold the requisite professional qualifications and are able to demonstrate extensive experience in auditing (CH: certification by Federal Audit Oversight Authority (Revisionsaufsichtsbehörde/RAB). The audit must be performed in accordance with the applicable Swiss auditing standards of the Swiss Institute of Certified Accountants and Tax Consultants (PS) or according to the principles of the International Standards on Auditing (ISA) promulgated by the International Federation of Accountants (IFAC).

### III. Terms for Participation

The contract for financial audit services will be concluded with an authorized auditor, who cumulatively fulfills the following conditions:

- Has certifications according to the Terms of Reference (ToR)
- Has minimum 5 years' experience according to the applicable Swiss auditing standards of the Swiss Institute of Certified Accountants and Tax Consultants (PS) or according to the principles of the International Standards on Auditing (ISA) promulgated by the International Federation of Accountants (IFAC).
- There have been no disciplinary sanctions issued against in the last three years.

### IV. Evaluation Criteria

- Financial offer

**A NOTE: Failure to complying with the conditions of participation indicated in point III and failure to send all the documents mentioned in point V lead to the rejection of the bidder.**



International Organization for Migration (IOM)

The UN Migration Agency

#### V. Supporting documents:

1. *Form 1* – Vendor Information Sheet
2. *Form 2* – Financial Offer
3. A description of the company, registration number, including the CV(s) of the auditor(s) and at least two recommendation letters.
4. A well-defined work plan and a realist timetable for delivery of the report

#### VI. Submission of Quotation Documents

The documentation under points III, IV and V must be submitted via email on [procurement.ro@iom.int](mailto:procurement.ro@iom.int), no later than **09 August 2019, at 18:00 hrs.** In the subject line of the email should be mentioned “RFQ FOR FINANCIAL AUDIT SERVICES - TaNGO”.

**Any offer received after 09 August 2019, 18:00 hrs., will be disqualified.**

Respectfully yours,

Mircea MOCANU  
Head of Office  
IOM Romania

