

## **REQUEST FOR OFFER**

### **PROJECT AUDITOR**

#### **Background**

The ENI CBC “Mediterranean Sea Basin Program”, the largest Cross-Border Cooperation (CBC) initiative implemented by the EU under the European Neighborhood Instrument (ENI) – SOLE Project requires quotations from interested qualified firms to serve as financial auditor for the project.

The SOLE project receives funding from the EU and is managed by the Royal Scientific Society/ National Energy Research Center (RSS/NERC).

The project is being implemented by a consortium of 7 partners from EU and MENA region. The (RSS/NERC) is the responsible partner for implementing the pilot project in Jordan and will be implemented during the period from 10/07/2020 to 31/12/2022. Pilot Action will be implemented in Madaba. Madaba is located south-west of the capital Amman. The selected Case Study is the Iskan Faiha' primary mixed School ( مدرسة اسكان الفيحاء المختلطة). Technical knowledge sharing will support partners in prioritizing needs and defining the best tools to rehabilitate buildings and to monitor performance. SOLE promotes technological innovation in technical solutions proposed for these interventions, organizational innovation through behavioral change tools and financial innovation, through blended funded options. As a result, the mid-long term impact will be seen in:

- Increased proportion of renewable sources in the energy mix.
- Reduced electricity consumption and reduced emissions from public buildings.
- Economic savings for public authorities, from reduced energy consumption costs.
- Impact in terms of job creation, both in the building / construction sector and as energy managers for public buildings.

In this regard, The (RSS/NERC) is soliciting proposals from qualified & certified auditing firms / Auditors to audit the SOLE financial statement for the fiscal year ending on 10/01/2023.

#### **Scope of Work**

According to the financial management the tasks of the appointed auditors are:

- a) To verify that goods and services have been delivered and the works have been performed;
- b) To verify that the expenditure declared by the beneficiaries relates to the eligible period or previous ones and it has been paid;
- c) To verify the compliance with applicable rules (including eligibility rules), also including procurement and visibility requirements;
- d) To verify the compliance of the expenditures with the approved project and the signed Grant Contract;

- e) To check the related documents and accounting on avoidance of possible double funding;
- f) To verify the adequacy of supporting documents;
- g) To check the registration of the expenditure in the accounting records of the beneficiary and that the expenditure is determined according to the accounting standards and the usual cost accounting practices applicable to the beneficiary;
- h) To check the record-keeping and archiving rules for the documentary evidence related to the implementation of the project.
- i) To notify irregularities and suspicion of fraud or corruption, as the case may be.

The project auditor will check the documents through the ENI Monitoring System of the Program. However, She/he has to verify the original supporting documents, the procurement procedures, the outputs of the project, the evidence of services, works, equipment, goods co-financed through the projects, the adequacy of the accounting systems. A list of project outputs will be produced and signed by the auditor as attachment to the Evidence Verification Report (EVR).

### **Time schedule and reporting**

The objective is to audit the annual financial reports of the beneficiary (EVR), which are due no later than three months following the end of each year which activities have taken place (July 2020 to January 2023).

**A detailed schedule will be added to the selected firms agreement with specific due dates.**

### **List of Requirements**

Interested Firms shall provide the following:

- The Firm's Profile, Qualifications and Registration.
- A description of their Company's Experiences with Financial Auditing and in Particular their Experiences in Auditing NGOs.
- Familiarity with Donor Rules and Regulations for Example (EU, USAID).
- Technical Approach and Methodology.
- Proposed Audit Team and their Experience.
- Financial Proposals, Covering the Costs and Schedule of Payment.



الجمعية العلمية الملكية  
Royal Scientific Society  
المركز الوطني لبحوث الطاقة  
National Energy Research Centre



The offer shall be sent to RSS/NERC at [rss.procurement@rss.jo](mailto:rss.procurement@rss.jo) no later than Monday, 22 February 2021, **4pm**. No offer will be accepted after the due date and time.