EXPRESSION OF INTEREST (EoI)
EXTERNAL AUDIT SERVICES
TENDER No. EA/AAPH/2026/001

1.0 Background

Africa Academy for Public Health (AAPH) is a charitable independent non-profit, non-governmental organization registered in Tanzania with the mission to address public health priority challenges in sub-Saharan Africa through innovative scientific evidence, training & capacity building and knowledge translation. AAPH provides a platform for north-south and south-south learning to develop collaborative and sustainable research and programs, with the aim of benefiting population health. Headquartered in Dar es Salaam, Tanzania, AAPH aims to contribute to the development of public health professionals who are equipped to address identified gaps in delivery of health systems and health services research.

AAPH wishes to engage a reputable Audit firm to carry out a statutory audit for AAPH for the year ending 31st December 2026. Following this EoI and the selection thereof, the successful External Auditor will be provided with a renewable three-year contract subject to satisfactory performance. The audit will be performed in accordance with International Public Sector Accounting Standards (IPSAS); and International Standards of Auditing (ISA).

2.0 Objective of the Audit

The objective of the audit is to express an independent opinion on whether the AAPH financial statements present fairly, in all material aspects, the financial position and financial performance of the organization in accordance with applicable accounting standards and relevant laws and regulations.

3.0 Scope of the Audit

The External Auditor will be required to conduct an audit review as follows:

I. Audit the financial statements for the year ending 31st December 2026.
II. Assess the adequacy of Internal controls related to financial management.
III. Identify any weakness in the internal controls and provide recommendations for improvements.
IV. The audit shall be carried out in accordance with the National Standards of Auditing as issued by National Board of Accountants and Auditors (NBAA).
V. The auditors shall examine, assess and report on the organization's compliance with relevant policies, processes, procedures and/or applicable laws and regulations regarding accounting.

VI. Review all necessary supporting documents, records and accounts whether they have been kept in respect of organization policies.
VII. Examine whether there is clear linkages between the books of accounts and financial statements.

4.0 Eligibility Criteria

I. Compliance with legal requirements of registration.
II. Demonstrated experience with audit reporting under ISA and IPSAS.

The audit shall be carried out by an external, independent and qualified auditor (certified Public Accountant) i.e., Audit firm staff must be independent of AAPH and any conflict(s) of interest must be declared in the response to the Expression of Interest.

5.0 Deliverables

5.1 Audit Opinion and Report

The auditors shall provide an Independent Auditor's report (Opinion) on financial statements and detailed report as follows:

I. The Independent auditor's report (opinion) detailing the used audit methodology and scope of the audit.
II. The Audited Financial Statements with disclosures and the accounting principles applied.

5.2 Management Letter

In additional to the audit report, auditors will prepare a Management Letter which will:

I. Give comments and observations on the accounting records, system and controls that were examined during the course of the audit.
II. Identify specific deficiencies and areas of weakness in systems and controls, and make recommendations for their improvement.
III. Communicate matters that have come to the auditor's attention during the audit which might have a significant impact on the implementation of the NGO's activities.
IV. Bring to attention any matter considered pertinent during the course of the audit.
V. Examine, assess and report on compliance with the terms and conditions of the agreement between funding partners and AAPH as well as compliance with applicable national laws and regulations.
VI. Examine and report on appropriateness of the supporting documents, records and books of accounts relating to the NGO's activities.
VII. Present the report to the AAPH Board of Directors.
VIII. Complete the audit within 2 months after end of the preceding year.

6.0 Selection Criteria

Interested parties are welcome to apply and should be ready to provide the following information:

I. Certificate of Registration and authorization to conduct audits by the National Board of Accountants and Auditors.
II. Profile of the audit firm including personnel and their qualifications.
III. References and details of the similar work undertaken within the last three years prior to 2026 specifically in Donor funded Projects and NGOs.
IV. Proposed fee for the engagement including a schedule for additional services that may be necessary beyond the scope of the audit engagement such as declarant for AAPH online filling of Tax returns. The proposal should also indicate anticipated fees for the second and third years should they be appointed.
V. Detailed audit plan/methodology including your approach to risk and fraud detection.
VI. Estimated time required to complete the audit by classification of your employees.
VII. Declare availability to start the auditing process from January 2027.
VIII. Eligible to Audit CDC/PEPFAR funds.

7.0 Submission Guidelines

I. The proposal should have a maximum of 25 pages exclusive of statutory requirements that need to be attached separately.
II. Mode of submission: **ONLY electronically submitted proposals will be accepted**.
III. Submit, **one complete zip folder with the Technical Proposal Documents** and **one complete zip folder with the Financial Proposal Documents** clearly named as such: **TENDER No. EA/AAPH/2026/001_Technica Proposal_***Name of your firm* and **TENDER No. EA/AAPH/2026/001_Financial Proposal_***Name of your firm*
IV. Submit via email at **info@aaph.or.tz**
V. Deadline for submission of the proposals is: **Monday October 05th 2026 before 12:00 PM East African Time.**
VI. Only shortlisted bidders will be contacted. For any questions, send an email to: **info@aaph.or.tz** not later than 5 working days after this call for EoI.
VII. Please note that this advert contains full Terms of Reference, hence no further tender documents are available.