# PROPOSAL FORM FOR AUDIT SERVICES

## 1. Contact details

<table>
<thead>
<tr>
<th>Name of the Firm:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Contact Address:</td>
</tr>
<tr>
<td>Details of lead auditor / Person in-charge:</td>
</tr>
<tr>
<td>List of the auditing team, their qualifications and level of involvement:</td>
</tr>
</tbody>
</table>

## 2. Introduction

- Provide background information about your firm

## 3. Scope of work

- Briefly describe the scope of work that your firm expects to undertake during the audit contract period

## 4. Qualification and skills required

Demonstrate;
- Familiarity with NGO environment and donor funded programmes
- Understanding of key donor requirements
- At least 3 years working experience in Uganda
- Experience in auditing donor funded organisations

## 5. Additional technical requirement

- Provide legal registration documents (Attach copies of registration certificates)
- Attach valid certificate of registration with the Institute of Certified Public Accountants of Uganda (ICPAU) membership

---

A/c Title: Uganda Cancer Society Ltd, A/c 9030012472152, Stanbic Bank, ACACIA Branch