CALL FOR TENDERS

Lake Tanganyika Authority Secretariat is calling for tenders to recruit an external audit firm to carry out a financial audit of its accounts. To this end, it is hereby inviting all interested firms to submit their tenders, in a sealed envelope, in accordance with the conditions described in the terms of reference below:

Terms of Reference for Lake Tanganyika Authority Financial Statements Auditing

Generalities:

Entity: Lake Tanganyika Authority Secretariat

Subject: Lake Tanganyika Authority Accounts Auditing for 2020 and 2021 financial years

Period to be audited: From 2020 to 2021 (2 years)

Estimated execution duration: 30 days

Place of the audit: 17, Avenue des Etats – Unis, Kigobe Sud, Bujumbura

Supervision : LTA Executive Director

About Lake Tanganyika Authority

Lake Tanganyika Authority (LTA) is an intergovernmental organization that was established on June 12, 2003 under article 23 of the Convention on the sustainable management of Lake Tanganyika signed by the four governments of Lake Tanganyika riparian countries, namely the Republic of Burundi, the Democratic Republic of Congo, the United Republic of Tanzania and the Republic of Zambia.

The primary mandate assigned to the organization is to coordinate the implementation of the provisions of the Convention and of the decisions of the Conference of Ministers by the Contracting States, to ensure and represent the common interests of the Contracting States on matters relating to the management of Lake Tanganyika and its basin.

I. Objectives of the Audit

The main objective is to conduct **an independent and formal review** of the nature of all financial transactions recorded in the accounting books of Lake Tanganyika Authority Secretariat for the financial years 2020 and 2021 so as to establish the sincerity and accuracy of the financial statements.

The selected auditor shall:

- Express a professional and independent opinion on the financial statements prepared by LTA;

- Decide on the eligibility of the expenditures incurred during the two audited years;

- Decide on compliance with the procedures as laid down in the relevant manual;

- Suggest or recommend necessary improvements;

- Certify the financial statements of Lake Tanganyika Authority.

II. Scope of the Audit

The auditor is to carry out the mandate:

- In compliance with international standards and especially the accounting principles generally accepted by the Accounting Council of the Republic of Burundi.

The review shall include, as main tasks, to:

- Assess the accuracy of the accounts and receipts of all payments of national contributions made by Member States and other partners for the periods to be reviewed;

- Evaluate the assets made available to Lake Tanganyika Authority Secretariat;

- Ensure that all expenditures were made in accordance with the procedures in force and in accordance with eligibility criteria;

- Establish whether all expenditures are justified;

- Verify whether some specific expenditures meet the requirements imposed by the regulatory texts governing Lake Tanganyika Authority and Burundi's tax legislation system;

III. Report to be provided

1- An expenditure verification report providing comments on each of the controls as well as the amount of the expenditures declared ineligible;

2- A management letter summarizing the conclusions on the bookkeeping and formulating the main recommendations.

IV. Reference documents

- LTA administrative files;

- Details of Member States' contributions;

- LTA financial regulations;

- LTA administrative and financial procedures manual;

- The final accounts balances for 2020 and 2021 financial years;

- All the supporting documents needed for the verifications;

- The physical inventories of LTA'stangible assets;

V. Technical and financial proposal

The tenderer must submit a technical and financial proposal to Lake Tanganyika Authority Secretariat, with the following components:

1. The technical proposal must indicate:

- The proposed methodology for conducting the audit;

- The mandate execution schedule;

- The planned key personnel.

2. The financial proposal must indicate:

- The audit total costs in USD (all taxesincluded)

- Payment terms (schedule)

3. Auditor's profile

- The mandate leader and the auditor must demonstrate experience in international and/or regional organizations auditing.

- The Partner signing the report must be a qualified Certified Accountant and a member of Burundi and /or an International Professional Association of Certified Accountants.

VI. Tender schedule

- Publication of the terms of reference: September 05, 2022
- Beginning of tender submission: September 12, 2022
- End of tender submission at 4 p.m.: September 22, 2022
- Selection date (tender opening): September 26, 2022
- Contract signing (maximum deadline): September 29, 2022
- Expected start of the audit mission: October 01, 2022
- Submission of the final report: October 31, 2022

DONE IN BUJUMBURA ON September 05th, 2022

AUTORITE DU LAC TANGANYIKA
LAKE TANGANYIKA AUTHORITY
Kigobe Sud,
Bujumbura - Burundi

LTA EXECUTIVEDIRECTOR

TUSANGA MUKANGA Sylvain

Terms of Reference for Lake Tanganyika Authority

Financial Statements Auditing

Selection of an External Firm for Financial Auditing at Lake Tanganyika Authority Secretariat

Generalities:

Entity: Lake Tanganyika Authority Secretariat

Subject: Lake Tanganyika Authority Accounts Auditing for 2020 and 2021 financial years.

Period to be audited: From 2020 to 2021 (2 years)

Estimated execution duration: 30 days

Place of the audit: 17, Avenue des Etats – Unis, Kigobe Sud, Bujumbura

Supervision: LTA Executive Director, (e. mail : Sylvain.tusanga@lta-alt.org)

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DONE IN BUJUMBURA ON September 05th, 2022

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LAKE TANGANYIKA AUTHORITY

LTA EXECUTIVE DIRECTOR
TUSANGA MUKANGA Sylvain