

# Rene Moawad Foundation

Productive Economic Inclusion in Lebanon (P180905) – TF0C5561  
Terms of Reference (ToR) **Financial and Technical Audit**  
Reference No. **LB-RMF-450352-CS-QCBS**

## Projects' Background

Lebanon's compounding crises have had severe implications on the country's human capital. Poverty and vulnerability have increased significantly, with projections from the World Bank suggesting that well over 50 percent of the population were under the national poverty line in 2020. Unemployment has also risen sharply during the crises. Based on a World Bank survey targeting formal firms, one in five workers lost their jobs since October 2019, while 61 percent of formal firms surveyed decreased the number of permanent workers by 43 percent on average. Rising unemployment rates during the pandemic have also reduced household income, affecting their resilience in the face of the crises.

To support households, cope with the crises, the Government of Lebanon launched the Emergency Social Safety Net (ESSN) cash transfer program with financing from the World Bank. The program expands safety net coverage to 150,000 extreme poor Lebanese households that are socially vulnerable. While this will substantially increase the coverage of safety nets in Lebanon, it will not reach the high numbers of households that have gone into poverty during the crisis. At the same time, and in light of severe fiscal constraints in Lebanon, further support is required for households to overcome poverty through the labor market.

In this context of poverty and fragility, the World Bank has selected the Rene Mouawad Foundation (RMF) to act as the Implementing Agency to pilot Productive Economic Inclusion in Lebanon (PEIL) project that provides livelihood support to a selected number of poor households targeting three Cazas. The objective of the pilot is to improve livelihood opportunities for 1,500 households that are current beneficiaries of the ESSN. Therefore, the PEIL Project complements the ESSN program by improving household welfare and resilience through productive economic inclusion. It strengthens sustainable pathways out of poverty by reducing household dependence on government assistance. To achieve the intended objectives of the pilot, the Project is composed of the following three components, based on well-evaluated programs around the world: (1) designing a data-driven economic inclusion program for Lebanon; (2) implementing the pilot program in selected regions; and (3) monitoring and evaluation to quantify the impact and cost-effectiveness of the pilot. Through these activities, the project aims to inform the scale up of an economic inclusion program across Lebanon.

Below is a brief description of the projects' components:

### **Component 1: Designing a data driven economic inclusion program for Lebanon (US\$8,750)**

1. The objective of this component is to understand the skills profile and segmentation of potential beneficiary households, the barriers to their productivity, and local market needs and opportunities. The findings from this analysis will inform the design of the economic inclusion pilot, to ensure that it is context specific and tailored to the needs and constraints of beneficiaries. To this end, there are two sub-components:

*Subcomponent 1.1: Profiling/segmentation of targeted beneficiaries (US\$0), BETF financed<sup>1</sup>*

2. Over 460,000 Lebanese households have registered for government support on the DAEM platform in 2021. Out of this, 200,000 households have been surveyed to determine their eligibility for the ESSNP. This subcomponent will first leverage the existing data on the social registry to conduct a segmentation of DAEM households along specific criteria (poverty and vulnerability levels, education qualifications, skills, household characteristics, and past work experience). Following the segmentation, program beneficiaries will be selected according to the selection criteria outlined in Section II. B. Project Beneficiaries.
3. Next, a baseline survey will be conducted with the 1,500 selected beneficiaries to better understand their profile and needs as well as socio-economic barriers to employment, including gender-specific barriers faced that will inform the design of the support provided under Component 2. In addition, qualitative data will be collected from a sample of these households to better outline their barriers to economic activity, including with a gender lense. The findings will be used to propose the specific package of services for the economic inclusion pilot.

*Subcomponent 1.2: Market assessment (US\$8,750)*

4. A rapid market assessment will be conducted by the specialists hired by the implementing agency in areas where most of the beneficiaries are located, in order to assess local market needs, opportunities, and service providers (a supply assessment). The findings will be used to propose the specific sectors and market opportunities that the economic inclusion pilot can focus on. Attention will be paid to ensure the sectors selected are attractive to women and in which women have been working traditionally.
5. Based on the implementing agency's experience on the ground and previous assessments conducted, including in the targeted geographical areas mentioned in Section II.B, the preliminary sectors and corresponding assets that could be targeted in this pilot are listed below. This list will be subject to confirmation and validation through the market assessments conducted under this component.
  - Baabda/el Metn: agriculture and food processing/preparation (derivatives of fruits processing, bread production), light industry (painting, gypsum, plumbing, electricity, etc.), services (beauty care, elderly care, tire or wheels repair, car detailer, delivery man).
  - Minnieh Dennieh: agriculture and food processing/preparation (pruning, grafting or grading equipment; handicrafts such as soap making; frozen food preparation; bread production; etc.), eco-tourism (guide material), light industries (painting, gypsum work, shoe repair, garment, etc.), services (tire or wheel repair, beauty care)
  - Saida/Jezzine: agriculture and food processing/preparation (pruning, grafting and grading equipment, landscaping, frozen food, etc.), eco-tourism (guide material), light industry (painting, gypsum work, shoe repair, etc.), services (beauty care,

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<sup>1</sup> The profiling activity (approximately US\$20,000) will be supported through Technical Assistance from the World Bank, financed through the Bank Supervision Grant of the Project. The baseline survey has been budgeted under subcomponent 3.2 Monitoring and Evaluation. Because of this, the allocated amount towards this subcomponent is US\$0 in the excel cost table. However, it is described under Component 1 to present the overall design of the project and the link between the three components.

delivery man, etc.)

## **Component 2: Piloting the Productive Economic Inclusion Program for Lebanon (US\$2,337,068)**

6. The PEIL pilot will support self-employment opportunities to one working-age member of approximately 1,500 selected households from the DAEM registry (as per the criteria and selection process outlined in Section II.b). Selected households will be asked to nominate one working-age member of the household who meets the eligibility criteria to participate in the program. In the long-term, it is expected that the program will contribute to a decrease in the number of households living under the extreme poverty line in the country and build household resilience.
7. The pilot will be implemented in a sequenced manner over the course of approximately 12-18 months. Although the final design of the pilot and the package of services included will be based on the findings of Component 1, they will consist of two core components, as described below.

### *Subcomponent 2.1: Asset transfer (US\$1,135,239)*

8. All beneficiaries will receive an in-kind asset transfer to start their business. Therefore, 1,500 assets will be procured and transferred (one asset for each beneficiary). The exact asset will depend on the sector that the business will be in, as well as the business model. The average cost of assets is estimated at US\$757. Will be Beneficiaries will receive the asset after completing their in-class training sessions (see subcomponent 2.2), during which their coach will help them choose a sector, and the relevant asset to start the business.

### *Subcomponent 2.2: Training and support services (US\$1,201,829)*

9. Training: Beneficiaries enrolled in the program will receive a set of training geared towards self-employment to build and upgrade their skills for a total of approximately 22 days with sessions on life skills, financial literacy, technical skills (depending on the asset used, and sector of work) and business development for to access clients and markets as well as suppliers. The trainings will be conducted in groups of 15 beneficiaries per session to allow for exchanges and deepening of knowledge. The curriculum will be developed by local experts competitively selected and with deep knowledge of the sector selected as well as the local needs.
10. Coaching and mentoring: Beneficiaries will be assigned a coach who will work with them throughout the program duration. Once beneficiaries are enrolled in the program, they will have an initial session with their coach to set their individual goals for the program and outline a program path. The coach will continue to work with them to select a sector, provide ongoing support for business development (setting up the business, acquiring customers, marketing product, etc.). The coach will also mentor the beneficiary on their goals for their business and planning.
11. Supporting interventions: Beneficiaries will be formed into peer groups and receive the following supporting interventions:
  - *Savings nudge*: The peer group will set their individual and joint monthly savings target. Through monthly meetings, the group will discuss and keep track of their targets. The

group will be advised by the coach as well, who will facilitate some of the group meetings.

- *Business cluster*: The group meetings will also be used to discuss challenges and solutions faced by each beneficiary in starting and running their business. Where possible, the coach will help beneficiaries identify opportunities to grow their business by partnering with each other.

12. In addition, there will be a *mental health support* intervention, where the coach, through their initial assessment will identify beneficiaries who would benefit from counseling. These beneficiaries will be referred to a counselor and will receive counseling during the project period. Based on the findings from the baseline survey on constraints, beneficiaries could also be referred to relevant social services that are offered at local Social Development Centers, or NGOs, including services such as childcare.

### **Component 3: Project Management, Monitoring & Evaluation, Knowledge Dissemination (US\$361,182)**

#### *Subcomponent 3.1 Project Management (US\$258,829)*

13. This sub-component will finance the project management, administration cost and operating costs for the implementing agency. This includes staffing cost for the project team, including the Project Manager, the Procurement Specialist, Financial Management Specialist, Environmental and Social Specialist and Gender Specialist, as well as relevant administrative costs.

#### *Subcomponent 3.2 Monitoring and Evaluation (US\$92,352)*

14. This sub-component will finance ongoing monitoring and evaluation (M&E) of project activities, to ensure that implementation is on track and issues are tackled on an ongoing basis. At the same time, findings from monitoring will be used to adjust program design and course-correct, as required, to achieve project objectives.
15. To assess the impact and cost-effectiveness of the proposed pilot in Lebanon, a program evaluation will be conducted and embedded in the design of the pilot. This program evaluation will assess whether the package of services provided has an impact on household welfare, which will inform potential replication and scale-up decisions. This subcomponent includes three rounds of data collection from project beneficiaries, including a baseline and endline survey. The baseline survey will inform the design of the economic inclusion package (see sub-component 1.1 for more details), and all three surveys will be part of the program evaluation.

#### *Subcomponent 3.3 Knowledge Dissemination (US\$10,000)*

16. The implementing agency will organize knowledge sharing events to share the findings of the pilot with stakeholders, as well as to consult and engage with relevant government agencies. It is expected that around 20-30 relevant stakeholders will attend the trainings (i.e. from government, civil society organizations, international community, etc.). In addition, the implementing agency will host knowledge sharing events in the communities where the pilot was launched to ensure that findings from the pilot are shared with beneficiary communities, and the engagement on economic inclusion continues at the community level.

## **Context**

According to Article 2, Part 3, section 2.02 and 2.03 of the Grant agreement, the implementing agency of the Project through the PMU shall at all times maintain a financial management system, including records and accounts, and prepare project financial statements in a format acceptable to the World Bank and adequate to reflect the operations, resources and expenditures related to the Projects. Also, the implementing agency shall maintain records and supporting documents for all expenditures with respect to which withdrawals from the Grant account were made (the records should reflect all categories of withdrawals, SOEs, direct payments and replenishments of Special/Designated Accounts).

The General Purpose Project Financial Statements ("PFS") are comprised of a (i) Statement of Cash Receipts and Payments by category for the year then ending and cumulatively from inception date up till the year ending including funds received from various sources (ii) Statement of Cash Payments classifying the uses of funds i.e. project expenditures by component showing yearly and cumulative balances (iii) Reconciliation statement for the balance of the Project's Special/ Designated Account as of year end showing the opening & closing balances (iv) Statement of Cash payments made using Statements of Expenditures (SOE) basis as defined in the Loan/Grant agreements and (v) accounting policies and explanatory notes including a footnote disclosure on the list of all signed Contracts per category showing Contract amounts committed, paid, and unpaid under each contract.

The Loan/ Grant Agreement require that the records, accounts and project financial statements mentioned above and the records and accounts for the Special/Designated Account for each fiscal year to be audited, in accordance with auditing standards acceptable to the Bank, consistently applied, by independent Auditors acceptable to the Bank. Audited PFS should be submitted to the World Bank as soon they become available but not later than six months after the end of the fiscal year. In fulfillment of this statutory requirement, the Governing Body should engage a qualified independent audit firm according to terms of reference and scope of work acceptable to the World Bank, as summarized below.

## **Objective**

The primary objective of the audit engagement is to enable the Auditor to express a professional opinion as to whether (a) the project financial statements give a true and fair view of the state of the Project's affairs in accordance with International Public Sector Accounting Standards, under the cash basis of accounting (b) all funds provided to the Project including replenishments, direct payments, payments through special commitments, and reimbursements i.e. expenditures reimbursed on the basis of Statements of Expenditures, are eligible, have been used, accounted for, and classified in accordance with the relevant Grant Agreement (c) internal control over financial reporting involved in the preparation of replenishments, direct payments, payments through special commitments, and reimbursements i.e. expenditures reimbursed on the basis of Statements of Expenditures can be relied upon to support the related withdrawals (d) Replenishments and disbursements made under the Special/Designated account has been used exclusively for payment of eligible expenditures and have been accounted for, and classified in accordance with the relevant Grant Agreement (e) The Projects were in all material respects in compliance with the financial covenants of Grant agreement, World Bank disbursement guidelines and the World Bank Procurement Guidelines.

In consideration of peculiarities in the nature of the project's activities, the auditor will be required to carry out and report on the following additional procedures and outcomes which includes technical verification of all assets purchased under the project and that: (i) the assets

are eligible and have been procured as per applicable procurement procedures and as per the criteria set in the POM; (ii) the assets have been delivered to the relevant beneficiaries; and (iii) the assets are being used by the beneficiaries in the context of the project. In addition, verification will include spot checks on the training activities on a periodical basis to validate that the training/workshops are being delivered as per the scope and criteria set in the POM.

For this purpose, the Auditor shall carry out whatever necessary examinations of the statements and underlying records and internal control systems.

#### **Financial Audit Scope \_ Maximum Amount subject to audit \$2,707,000**

The audit subject to this Terms of Reference is considered as a special purpose audit engagement for which, in addition to compliance with international standards as explained below, the Auditor needs to take into consideration the effectiveness of internal controls over financial reporting, and compliance with World Bank Reporting requirements, Disbursement guidelines, and Procurement Guidelines in order to provide assurance on the financial management and procurement arrangements of the projects in accordance with ISA 800. Accordingly, the Auditor should review and assess the conclusions drawn from the audit evidence during the special purpose audit engagement as the basis for the expression of a clear written audit opinion. Moreover, the Auditor should obtain from management a Representation Letter as evidence of management's assertions in the project financial statements in accordance with ISA 580.

The audit will be carried out in accordance with International Standards on Auditing, having regard to relevant Grant agreement and World Bank particular requirements. The audit shall provide assurance on the effectiveness of the internal controls surrounding statements of expenditure. The scope of the audit procedures must be aligned with the World Bank scope requirements to ensure compliance with the engagement. Planning and conducting the audit will be in accordance with a risk-based framework and a detailed and documented audit work program. The audit coverage will consider the risk of material misstatement as a result of error or fraud. A description of the nature, timing, and extent of the planned risk assessment procedures sufficient to assess the risk of material misstatement should be properly documented. A documentation of the assessment and determining of the audit materiality (ISA 320) and its relationship with audit risk when conducting an audit should be done. The audit program should include procedures, which are designed to provide reasonable assurance that material misstatements are detected. Last but not least, the audit scope should include procedures aimed at detecting potential fraud. Accordingly, the Auditor should be aware of his responsibility to consider fraud in the audit of the project financial statements as defined in ISA 240.

Below is a brief summary of the audit areas that require special attention:

- a) All funds disbursed under the Project are eligible, have been used, accounted for and classified in accordance with the relevant Loan/Grant agreements and all the disbursements made on behalf of the project are in accordance with the World bank disbursement guidelines.
- b) The PFS are prepared in accordance with the International Public Sector Accounting Standards, under the cash basis of accounting and give a true and fair view of the financial operations of the project within the year. Any material deviations from those standards and the impact of such departures on the project financial statements as presented would be stated.

- c) An assessment of the effectiveness of the internal controls over financial reporting involved in the preparation of replenishments, direct payments, payments through special commitments, and reimbursements i.e. expenditures reimbursed on the basis of Statements of Expenditures can be relied upon to support the related withdrawals;
- d) Goods and services financed have been procured in accordance with World Bank Procurement Guidelines updated in July 2016 and September 2023;
- e) All necessary copy of supporting documents, records, and accounts have been kept in respect of all projects. Clear linkages should exist between the books of account and the Project Financial Statements (PFS) presented to the Bank;
- f) Where Special/Designated Accounts have been used, they have been maintained in accordance with the provisions of the relevant Loan/ Grant agreements.
- g) Project expenditures as reported by the Governing Body are reconciled with the amounts withdrawn from the Special/ Designated Account and the amounts deposited to the Special/ Designated account are reconciled with the amounts disbursed from the Loan/ Grant agreements.
- h) Eligibility of expenditures claimed under Statement of Expenditures submitted to the World Bank for replenishment. This is in addition to substantiation of these expenditures.
- i) An assessment of project implementation and whether financial and physical progress is consistent during the project period. The monitoring of the expenditures in relation to physical progress is validating that physical progress and disbursements are under proper financial control.
- j) Ensure that the fixed assets financed by the project are purchased in accordance with contracts and payment documents, are used for the purpose for which they were acquired and are physically existent;
- k) Verify that checks are signed by those authorized by management and negotiated by the intended payee under a specific contract and as required under the terms of the Loan/Grant agreement;

The Auditor will be expected to review all correspondences with the World Bank in relation to the Project including copies of the Aide Memoires, Mission Reports, and assess progress on all financial issues. The Auditor will pay special attention to any specific risk area as mentioned in the project documents (such as PAD, etc.)

#### **Extended Sope/Technical Audit Scope**

The audit will include an extended scope to verify the goods purchased under component 2.1 and the training done under component 2.2 of the project which encompass the purchase of in-kind assets to provide to eligible beneficiaries and provided tailored training and coaching to the eligible beneficiaries. The auditor will be receiving from RMF relevant information regarding the activities as they happen which he will be expected to undertake the following activities:

***Verification of the In-Kind Assets (estimated quantity: 4,000 items)***

***Under Component 2.1:***

- Select a sample of at least 15% of the quarterly purchased in-kind assets to verify and conduct the relevant spot checks.
- Verify that the in-kind assets purchased in each quarter are eligible and have been procured as per applicable procurement procedures and as per the criteria set in the POM.
- Validate that the in-kind assets have been delivered to the relevant eligible beneficiaries within the accepted contractual timeframe.
- Confirm that the in-kind assets are in good condition, as per agreed specifications, and fully functional and are being used by the beneficiaries for their purpose.
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***Verification of the Training Activities (estimation of 22 training days to be performed over 4 months) under Component 2.2:***

- Select a sample of at least 20% of the quarterly conducted training for verification and a sample of at least 20% of quarterly conducted coaching activities
- Verify that the training undertaken for beneficiaries in each quarter, including life skills, financial literacy, technical skills, and business development is done as per the processes and criteria set in the POM.
- Validate that the eligible beneficiaries have attended the relevant training by conducting spot checks and relevant verification.
- Verify that coaches have been assigned to relevant eligible beneficiaries throughout the program and have delivered the needed support as per the criteria and processes set in the POM.
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**Audit Deliverables**

***Financial Audit Deliverables***

For the project, the following is requested as financial audit deliverables on a yearly basis from the audit engagement:

- (i) **Yearly Audit Report** which shall include an explicit professional opinion whether
  - (i) The General Purpose Project Financial Statements (PFS) present fairly, in all material respects, the cash receipts and payments of the Project for the years ending December 31, 2024, December 31, 2025 and showing cumulative balances as at the end of each audited period in accordance with the International Public Sector Accounting Standards (IPSAS), under the cash basis of accounting;
  - (ii) all funds provided to the Project including replenishments, direct payments, payments through special commitments, and reimbursements i.e. expenditures reimbursed on the basis of Statements of Expenditures, are eligible, have been used, accounted for, and classified in accordance with the relevant Grant Agreement as of the end of each audit period
  - (iii) internal control over financial reporting involved in the preparation of replenishments, direct payments, payments through special commitments, and reimbursements i.e. expenditures reimbursed on the basis of Statements of Expenditures can be relied upon to support the related withdrawals
  - (iv) Replenishments and



disbursements made during the audited period and done from the Special/ Designated account has been used exclusively for payment of eligible expenditures and have been accounted for, and classified in accordance with the relevant Grant Agreement (v) The project was in all material respects in compliance with the covenants of the Grant agreement, Disbursement and financial information letter and World Bank disbursement Guidelines and with the World Bank Procurement Guidelines updated in September 2023.

The Auditor should take into account relevant statutory and other mandatory disclosures and accounting requirements stipulated in the Grant agreement and express in the report any relevant exception and the impact of the exception on the PFS.

- (ii) **A Yearly Management Letter** which should report any significant accounting and control issues arising from the audit, as identified during the internal control mechanisms review together with the related risk. The letter, with management responses, and recommendation to address the situation and insufficiencies, should be made available to the Governing Body in time. As annex of the Management Letter, the Auditor will mention whether or not recommendations issued on the previous Management Letter have been considered by the PMU.

The audit report and management letter will be submitted within 6 months after the end of each fiscal year.

#### ***Technical Audit Deliverables***

- (i) **Quarterly Verification Report:** Quarterly reports covering each calendar quarter in which in-kind assets and/or training activities were purchased/performed. The reports will include details about the verification process, results of the verification of the in-kind assets and training activities. The reports will include observations on any deficiencies in the process and will propose recommendations as needed.

The quarterly verification reports will cover each calendar quarter (i.e. quarter ending March – June – September and December) and will be submitted within 30 days after the end of each quarter.

The report will be submitted simultaneously to the RMF and the World Bank Task Team.

For the calendar quarter in which in-kind assets and/or training activities were purchased/performed nor reported, there will be no technical audit deliverables. However, the technical auditor will send a written communication to confirm that no trainings or purchases were performed, hence no verification is required.

#### **General Principles for Financial Audit**

1. The Auditor should be registered as certified public accountant with the appropriate professional body in the country and have substantial experience in auditing major projects in the country. In case of government auditing, the audit team should be adequately staffed with qualified Auditors having relevant background and experience in auditing. Training and continued education should emphasize auditing standards, work paper techniques and audit

documentation to ensure engagements comply with professional standards. The same audit principles should be applied if the audit is conducted by private or government Auditors. The Auditor shall ensure that its audit firm's system of quality control provides reasonable assurance that the work performed on an audit engagement meets the applicable professional standards and regulatory requirements.

### **Irregularities Including Fraud**

2. The Governing Body is responsible for ensuring the establishment and maintenance of an adequate system of internal control. It is also responsible for ensuring compliance with statutory and other regulations, and for the prevention and detection of irregularities, including fraud. Although, the Auditor is not required to search specifically for such matters, the audit shall be planned and conducted so that the Auditor have a reasonable expectation of detecting material misstatements in the accounts resulting from irregularities, fraud, or breach of regulations.
3. The Auditor will report in writing any serious weaknesses, fraud, irregularities or accounting break-downs that they come across in the normal course of their duties to the designated office holder, Governing Body, and the World Bank without delay.

### **Access**

4. The Auditor shall have rights of access to the books, accounts, vouchers, Loan/Grant Agreements, related Supplemental Letters, Project Appraisal Document, correspondence, and all other documents in relation of the Project and to such information and explanations as Auditors consider necessary to perform their duties and fulfill their responsibilities.
5. In addition, the Auditors will be provided with copies of the World Bank relevant publications that the Governing Body has to recognize including: (i) Financial Monitoring Reports for the World Bank –*Financed project : Guidelines For Borrowers* (ii) the World Bank “*Procurement Guidelines*” (iii) the World Bank “*Disbursement Guidelines*”
6. In turn, on occasions the World Bank representatives may wish to meet with Projects' Auditors, in connection with a visit to the Auditor's office, review of the audit working papers files and discussion of the work performed and conclusion reached by the Auditors. The Auditor should not limit access in any way and must reply to all inquiries raised by the World Bank representative. Failure to comply with this provision may disqualify the Auditors from dealing with the all projects funded or administered by the World Bank. Formal discussion should normally be arranged through the Project's designated office holder or representative. The World Bank will have this exclusive right during performance of the audit and within two years after the completion of the audit engagement.

### **Miscellaneous**

7. **Annual Meetings.** The Auditor will be requested to attend the meeting of the Governing Body to which the Project's annual reports and financial statements of account are presented. The Auditor will receive all notices and other communications relating to that meeting which any member of the Governing Body is entitled to receive. The Auditor will discuss the audit report and management letter and any part of the business which concerns the Auditor.

8. **Termination of Appointment.** If there are serious shortcomings on the part of the Auditor, the Governing Body, after consultation with the World Bank, may pass a resolution to remove the Auditor before the expiry of their assignment.
9. **Restriction of Auditor's Liability.** There is no limitation of the Auditors' liability in respect of audit opinions given under this assignment. The Governing Body will not agree to any such restriction in liability.
10. **Exit Conference.** The Auditor should hold a closing or exit conference with senior officials of the auditee prior to concluding the audit. Upon completion of the fieldwork, the Auditor should present its audit result and document the exit conference for inclusion in the audit work papers.
11. The contract period will be from the signing date till 31 December 2025 and will cover:  
(i) for the financial audit the periods from effectiveness (12 Aug 2024) till December 31, 2025; and (ii) for the technical audit from 12 Aug 2024 till December 31, 2025 and could be renewed for the remaining implementation period to be audited upon satisfactory work result.

### **Auditor Qualifications**

The Auditor should have the following qualifications:

- Be registered as a Certified Public Accountant with the appropriate professional body in the country.
- Must have substantial experience (minimum of 10 years) in auditing major projects funded by international donors in the country and have within his/her portfolio major corporations and commercial banks;
- Have qualified personnel allocated for the assignment: (i) a team leader with at least 10 years of relevant experience; (ii) supervisor with at least 7 years of relevant experience; (iii) relevant team members with at least 3 to 5 years of relevant experience.

### **Payment Terms**

#### **Financial Audit Deliverables:**

**1<sup>st</sup> payment:** upon issuance and acceptance of the 1<sup>st</sup> year (2024) audit report (20%)

**2<sup>nd</sup> payment:** upon issuance and acceptance of the 2<sup>nd</sup> year (2025) audit report (40%)

#### **Technical Audit Deliverables:**

**1<sup>st</sup> payment:** upon issuance and acceptance of the 1<sup>st</sup> technical audit report to be issued as a result of the verification of the in-kind assets and training activities (10%)

**2<sup>nd</sup> payment:** upon issuance and acceptance of the 2<sup>nd</sup> technical audit report to be issued as a result of the verification of the in-kind assets and training activities (10%)

**3<sup>rd</sup> payment:** upon issuance and acceptance of the 3<sup>rd</sup> technical audit report to be issued as a result of the verification of the in-kind assets and training activities (10%)

**4<sup>th</sup> payment:** upon issuance and acceptance of the 4<sup>th</sup> technical audit report to be issued as a result of the verification of the in-kind assets and training activities (10%)

**Period of Assignment**

The implementation period subject to Financial & Technical audit is from 12 Aug 2024 till 31 December 2025.

Due date of the financial audit of year 2024 will be due on June 30 2025.

Due date of the financial audit of year 2025 will be due on June 30 2026.

The technical audit is due after 1 month of the end of the reporting period.

The last technical audit report of year 2025 will be due by January 31, 2026.

**Location of the Assignment**

Rene Moawad Foundation - Beirut Office– For the Financial Audit

Maten & Baabda; Menieh & Danieh; Jezzine & Saida; Beirut– For the Technical Audit