

Terms of Reference

1. Background

Malteser International (MI) has operated in Bangladesh since 2017, working on various humanitarian aid and development cooperation projects.

Since 2017, the MI Bangladesh Programme has been implemented through several local partners in various districts of Bangladesh with a minimal structure in the country. Malteser International (MI) has been registered with the NGO Affairs Bureau (NGOAB) since April 2024, with registration number 3401.

Malteser International had an administrative project to run the operation in Bangladesh, which the NGO Affairs Bureau approved. Now, as a statutory requirement of the NGO Affairs Bureau, Malteser International is seeking to assign an **"Audit Firm"** to audit this project.

2. Objectives of the Assignment

Audit is a statutory requirement of the NGO Affairs Bureau. Therefore, an Audit firm must conduct examination of expenses, processes, and internal control systems as per all the requirements of NGOAB rules and regulations and the International Accounting Standards (IAS).

Required: Audit firm to conduct audit for three years

Place of Assignment: MI Dhaka Office

Name of the Project: MI Administrative Project in Bangladesh

Project Period: October 2024 to December 2026

Supported by: Malteser International (MI)

Implemented by: Malteser International (MI)

Interested Audit firms are requested to submit the proposals by **12th December 2024**

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