



NMCF Audit Request for Proposal





1. BACKGROUND

Nelson Mandela Children's Fund (the Fund) is a South African development and advocacy non-governmental organisation (NGO) registered under the Non-Profit Organisation Act. The Fund was established in 1995 by the former president, Nelson Mandela. Mandela did not only play an active role only as a political figure but also as a philanthropist. He donated his 1993 Nobel Peace Prize money to a variety of children's charities. An unforgettable encounter with homeless children convinced Mandela that more needed to be done. He contributed a third of his Presidential salary to establish and support the work of the Fund. It was clear that the Fund's work had to be a response to the deprivation that poverty and inequality inflicted on children. In 2005, the Fund approved an initiative to build the second dedicated paediatric hospital in South Africa to serve the needs of children irrespective of their socio-economic background. It was Mandela's vision that the children of Africa now have access to excellent healthcare on the continent, and in June 2017 the Nelson Mandela Children's Hospital opened its doors.

2. Objective

Purpose: The objective of this Call for Proposals is to engage a new independent auditor to perform an audit of the NMCF for three years commencing in the financial year 2025/2026. This is to ensure compliance with applicable accounting standards, enhance transparency, and uphold the highest levels of financial integrity.

3. Scope of Work

Audit Services: The selected auditor will conduct comprehensive audits of the Fund's financial statements from the year ending 31 March 2026, in accordance with International Standards on Auditing (ISA) and any local regulatory requirements.

Deliverables:

- An audit report providing an opinion on the Fund's financial statements.
- A management letter highlighting any internal control weaknesses or areas for improvement.
- Any other documentation required by law or relevant standards.

Timeline:

- Proposal Submission Deadline: 31 October 2024
- Selection and Notification: 30 April 2025





- Audit Commencement: 20 May 2025
- Completion of Audit: 31 July 2025

4. Eligibility Criteria

Qualifications: The auditing firm must be a registered and accredited audit firm, with certifications such as CPA, CA, or equivalent in the Republic of South Africa.

Experience: Demonstrated experience of more than 10 years in auditing non-profit organizations, particularly those in the charitable or humanitarian sector.

Reputation: A proven track record of providing high-quality audit services and adherence to ethical standards.

5. Proposal Submission Requirements

Submission Format: Proposals must be submitted in PDF format via email to martham@nmcf.co.za or info@nmcf.co.za.

Required Content:

- **Firm Profile:** Background information, including size, structure, and relevant expertise.
- **Audit Approach:** Detailed description of the proposed audit methodology and approach.
- **Team Composition:** Information about the audit team, including qualifications and experience.
- **Proposed Timeline:** A detailed timeline outlining key milestones.
- **Fee Structure:** A clear breakdown of fees and any additional costs.
- **References:** Contact details for at least three references from similar engagements.

6. Evaluation Criteria

- **Technical Approach (40%):** Quality and comprehensiveness of the proposed audit methodology.
- **Experience (30%):** Relevant experience and qualifications of the audit firm and team.
- **Cost (20%):** Reasonableness and transparency of the proposed fee structure.
- **References (10%):** Feedback from previous clients and overall reputation.

7. Terms and Conditions





Contract Terms: The successful bidder will enter into a contract with the Nelson Mandela Children's Fund for the audit period specified. The contract will include terms related to scope, fees, confidentiality, and compliance.

Confidentiality: The auditor must adhere to strict confidentiality guidelines concerning all sensitive information.

Compliance: The audit must comply with applicable local laws, regulations, and organizational policies of the Nelson Mandela Children's Fund.

8. Contact Information

Inquiries: For any questions or clarifications regarding this call for proposal, please contact Sibusiso Zwane at sibusisoz@nmcf.co.za or Nomboniso Mnyameni at nombonisom@nmcf.co.za.

Submission Details: Submit proposals to martham@nmcf.co.za or info@nmcf.co.za by 4:30pm on 31 October 2024.

9. Additional Information

Attachments: Relevant documents such as the Fund's previous financial statements, audit reports, etc, are available upon request. Please contact martham@nmcf.co.za to obtain these documents.

