

Extension for Call for Expression of Interest for External Audit Services

In a bid to ensure sustainable achievement of our mission and Values, African Evangelistic Enterprise is seeking the provision of the statutory external audit services for the years 2025 to 2026 from a reputable firm.

Brief History

| | |
|---------------------------------|--|
| Name of the organization | African Evangelistic Enterprise |
| Who we are | African Evangelistic Enterprise – Uganda (AEE-U) is an evangelical Christian, interdenominational, non-Governmental, humanitarian organisation that was established in Uganda in 1971 by the late Bishop Festo Kivengere. AEE-U is an affiliate of African Enterprise International (AEI), an international evangelical and development agency operational in 10 African countries (Ghana, Uganda, Zimbabwe, South Africa, Rwanda, Kenya, Tanzania, the Democratic Republic of Congo, Malawi and Ethiopia) with support offices in USA, UK, Canada and Australia. AE International was founded in South Africa in 1961 by Dr. Michael Cassidy. |
| Vision | “To become the most faithful and effective catalyst for holistic urban evangelism in Africa” |
| Mission | “To evangelise the cities of Africa through Word and Deed in partnership with the Church” |

| | |
|-----------------------------------|--|
| Organisational Core values | <p>(i) <i>Committed to evangelism and discipleship</i> – with a focus on urban areas</p> <p>(ii) <i>Accountable</i> – We see ourselves as stewards of resources entrusted to us by God Himself through the actions of AEE Members, donors and other development partners.</p> <p>(iii) <i>Professionalism</i> – Our aspiration is to pursue excellence using industry standards, innovative means as well as objectivity in all we do. (iv) <i>Team work</i> – we believe that working in teams yields far greater results than merely the sum of individual members.</p> <p>(v) <i>We value partnerships</i> – the types of partnerships where the values of each partnering entity are respected and where mutual understanding informs all agreed actions</p> |
| Legality (registration) | Incorporated in Uganda in 1984 as an Unlimited Liability company and is Registered as an NGO. |
| Contact address | <p>Postal: P.O Box 30768, Kampala –Uganda</p> <p>Physical: Plot 14 Berkeley Road, Old Kampala</p> <p>Tel: +256-200 900 386/+256 -770 909 206</p> <p>E-mail: infouganda@aeint.org</p> <p>Web site: ug.aeint.org</p> |
| Contact Person | <p>Ag. National Team Leader</p> <p>Eva Tabitha Lagada</p> <p>Tel: +256760146006</p> <p>E-mail: e.kadi@aeint.org</p> |
| Geographical focus | Country wide |
| Current Program locations | West Nile, Central and Busoga |

| | |
|-----------------------------------|--|
| <p>Our Strategic Focus</p> | <p>Stratified Evangelism and Mission</p> <ul style="list-style-type: none"> • Empowered local churches effectively carrying out evangelism and discipleship work <p>Social Transformation</p> <ul style="list-style-type: none"> • To empower partner communities to create conducive environments for holistic development of children and youth. • Improved inclusive learning and development of children and marginalized groups. The primary focus is on Children 3-8 years accessing quality education in supported primary schools and Early Childhood Development centres. <p>Organizational development</p> <ul style="list-style-type: none"> • To increase the capacity of AEE-Uganda to sustain provision of its core services through sustained resource mobilization, effective governance, and professional management of its programs. <p>Policy Influencing and Implementation</p> <ul style="list-style-type: none"> • Strong civil society and public sector delivering quality services to the community. Servant leaders advocating for and influencing formulation and implementation of specific policies. |
| <p>Our Approach</p> | <p>We do our work in a holistic way in partnership with churches in the communities where they operate. We ensure the spiritual (Word) and physical (Deed) needs of a person are addressed as we execute our duties and programs. In our programs we work with the most vulnerable and marginalized members of the target communities such as children (both girls and boys), women, youth and persons with disability to make a long lasting impact on their lives while promoting the protection of their rights especially, the rights of children.</p> |

| | |
|---|--|
| <p>Early Childhood Care and Education (ECCE)</p> | <p>Why ECCE</p> <p>Early childhood care and education (ECCE) is more than preparing children for primary school. It aims at the holistic development of a child's social, emotional, cognitive and physical needs in order to build a solid and broad foundation for lifelong learning and wellbeing.</p> <p>According to UNICEF, quality pre-primary education is the foundation of a child's journey: every stage of education that follows relies on its success. Yet, despite the proven and lifelong benefits, more than 175 million children – nearly half of all pre-primary-age children globally – are not enrolled in preprimary education.</p> <p>In Uganda, the Early Childhood Care and Education policy, 2018 states that access to ECD delivery stood at; 9.5% in Uganda, 53.3% in Kenya and 35.5% in Tanzania during 2014. Uganda therefore has the lowest access level in the region.</p> <p>The attainment of quality ECCE is constrained by a number of challenges including: (a) Limited access to ECCE services; (b) Ineffective regulation of ECCE delivery; (c) Limited awareness of the importance of ECCE; (d) Inconsistent levels of family and community engagement; (e) Uncoordinated efforts in ECCE delivery; (f) High poverty levels; (g) High cost of ECCE services; and (h) Limited access to quality ECCE data. Accordingly, the ECCE policy provides a framework for improving ECCE provision in the education sector. African Evangelistic Enterprise works within this framework to supplement on government efforts in providing quality ECCE services.</p> |
|---|--|

| | |
|-----------------------------|--|
| Our Strength | <ul style="list-style-type: none"> • AEE-U has a compelling Vision, Mission, Core Values that motivate members and staff. • AEE-U follows a 5-year strategic planning cycle. Strategic Plans have consistently guided AEE-U Annual Plans. • A committed core staff team is in place. • Essential core competences are present among most staff. • Key policies and some accompanying systems are in place. Other policies have been drafted. Finance and Accounting systems have improved consistently. • The core governance structures are in place at AEE-U nationally and in affiliated semi-independent institutions. • The leadership style at AEE-U is well informed by biblical values as well as professional knowledge. |
| Financial Monitoring | <p>Financial monitoring involves tracking expenditures against approved budgets and work plans to ensure that funds are used in an efficient, effective and appropriate manner, are properly accounted for with adequate safeguards in place to prevent misuse and are consistent with work plans and budgets. Timely progress and financial reporting on Monthly, Quarterly and Annual basis is done. At program level, tracking value for money involves linking costs to program outputs taking into account the most economic, efficient and effective ways for delivery of program interventions. This is reviewed quarterly.</p> <p>To complement the reporting of progress and to follow up on programme reports, the Planning Monitoring Evaluation Accountability and Learning (PMEAL) Coordinator, Programs Manager and Finance staff closely monitor activity expenditures against work plans and budgets, internally and conduct on-site visits to programs receiving financial support to assess both the financial and technical aspects during their implementation. The purpose is for quality assurance and ongoing improvements through coaching and provision of technical support.</p> |

| | |
|--|---|
| <p>Our Management structure</p> | <p>The ultimate authority lies with the members of AEE-Uganda who form the General Assembly. They continue to appoint the Board of Directors every three years.</p> <p>AEE Uganda has a vibrant and experienced Board of Directors. For all AEEUganda operations, the Board of Directors of AEE-Uganda exercises governance authority on behalf of the General Assembly in line with the requirements of AEE-Uganda Articles of Association.</p> <p>AEE Uganda maintains a lean but effective organization structure aimed at minimizing the cost of doing business. This structure is divided into the governance and management teams. The governance team is headed by the chairperson of the board while the management team is headed by the National Team Leader.</p> |
|--|---|

The Projects of AEE Uganda on the other hand are summarized as follows:

- Administration and Missions-Head office
- Arivu Community Development Program
- Terego West Community Development Program
- Madi Okollo Community Development Program
- AEE Busoga Project
- Milne Medical Center-Kampala
- Nile Vocational Institute-Njeru
- Nile Vocational Institute-Hoima
- Nile Vocational Institute-Masaka

NB: 1. Apart from Nile Vocational Institute-Njeru, all the other projects financial documents are always audited from head office in old Kampala.

2. Individual Financial Statements for AEE Head Office, NVI Hoima, NVI Masaka and NVI Hoima and then a Consolidated Statement.

Duties and Responsibilities of the Auditor

The external auditor shall be required to perform risk-based audits, compliance audits and performance-based audits.

Roles, duties and responsibilities shall include the following:

1. Conducting independent audits of African Evangelistic Enterprise operations in line with International Standards on Auditing and International Financial Reporting Standards.
2. Expressing an opinion on whether the financial statements are prepared, in all material respects, in accordance with the applicable financial reporting standards and frameworks, whether African Evangelistic Enterprise has maintained proper books of accounts, and whether the accompanying financial statements give a true and fair view of the financial position and performance of the organization
3. Reviewing and evaluating African Evangelistic Enterprise internal control system and advising Management and the Board on adequacy/effectiveness of the system and proposals for its improvements.
4. Assessing utilization of resources for effectiveness, efficiency and economy as well as identification of opportunities for improvement.
5. Ensuring the organization adheres to corporate governance requirements and legislation that govern the organization.
6. General review of implementation of programs to ascertain whether they are consistent with program objective as set in program designs
7. Providing any other value-addition services as approved by the Board **Required**

Profile of the Audit Firm

Bidding firms will be required to meet the following criteria:

1. Be registered with the Institute of Certified Public Accountants of Uganda (ICPAU) and must hold a current Practicing Certificate
2. Have at least one or two partners of good standing with ICPAU. Further, the firm and its partners should not have been subject to any disciplinary action by ICPAU or other related professional bodies.
3. Should have been in operation for a period of at least five years and undergone a Quality Assurance Review by ICPAU.
4. Should demonstrate that it has the capacity, capability and experience required to undertake the audit within required timelines
5. The firm should demonstrate adequate experience in Non-Governmental Organizations.

Request for Proposal Submission

Firms meeting the above criteria are requested to submit their proposals in a sealed envelope as follows:

a) Technical Proposal containing:

1. Confirmation of the firm's understanding of the Terms of Reference (TORs) and its capacity and capability to deliver on the TORs;
2. The methodology, work-plan and timelines for undertaking and completing the assignment, and the deliverables.
3. Appropriate references to demonstrate the experience specified in the TOR;
4. The CVs of key staff proposed to carry out the assignment

b) Financial Proposal indicating the proposed fees for a regular audit and any incidental expenses.

c) Other Requirements

1. Proof of registration with ICPAU and copies of Partners' Practicing Certificates.
2. Confirmation of having undergone a Quality Assurance Review by ICPAU;
3. Confirmation that neither the firm, nor any of its partners or key staff, have faced any disciplinary action by ICPAU or other professional bodies.
4. Confirmation that the firm and/or its partners and key staff are not aware of any conflict of interest which may exist with respect to African Evangelistic Enterprise.
5. Details if at least three (3) prior audit assignments, including the contact details of the references
6. A list of clients for which the firm has performed similar assignments
7. A schedule outlining tentative dates for completion of the audit process

Evaluation of Proposals

Submitted proposals will be evaluated by African Evangelistic Enterprise (AEE) Finance Committee and will take into account inter-alia, the following evaluation criteria:

- The audit firm is independent and has no conflict of interest with regard to any other work performed by the firm for African Evangelistic Enterprise.
- The firm adheres to the instructions in this call.
- The firm's qualifications, experience, size and location.
- The firm's past experience and performance on comparable external audit engagement

- The quality of the firm's professional personnel to be assigned to the engagement and the quality of the firm's management support personnel to be available for technical consultation.
- References from persons knowledgeable of the firm's ability to fulfill the terms of the contract
- Adequacy of Audit Approach, including the specific approach to the entity wide review of internal controls and the risk assessment model Cost.

How to apply

Send your proposal to uganda.careers@aeint.org by Monday 26th May 2025 5pm.

Interviews will be done on a rolling basis. Early applications are advised. For more information, visit our website; ug.aeint.org

