

# Invitation to Bid

## External Auditing Services

SWEDO-The Swedish Development Aid Organization is a non-governmental, humanitarian organization with more than 30 years of experience in helping to promote peace and justice. SWEDO works to provide aid to refugees, internally displaced people and local vulnerable people. SWEDO advocates for the rights of conflict affected populations and provides assistance with shelter, education, food security, information, protection, legal assistance and agricultural and climate change projects.

SWEDO has been operating in Iraq since 1991 in different areas and camps.

### Objective:

SWEDO is looking to sign a contract with a Vendor (Licensed Auditing Firm) that is capable of conducting and finalizing our auditing, annual financial statement for 2022, and reporting to DNGO in Baghdad as per the terms of reference in the Invitation to Bid Documents.

The auditing work will include auditing all transactions for our offices and projects in Iraq. The work will be coordinated with SWEDO-HQ to finalize the financial and auditing reports that shall be ready for DNGO submission in Baghdad.

## How to apply

### Tender Documents:

The complete tender documents shall be in the English language before the deadline: **20 December 2023 – 23:00** (Iraq local time).

Any request for clarification must be received by SWEDO in writing via email ( [info@swedoid.org](mailto:info@swedoid.org) ) before **12<sup>th</sup> December, 2023, 15:00**. SWEDO will reply to all registered bidders by **15<sup>th</sup> December, 2023, 16:30**.

### Submission Process:

Closing date for submitting the tender is **20 December 2023 – 23:00** (Iraq local time). All bids submitted after that date will be rejected. The bids shall be submitted online via email to: [info@swedoid.org](mailto:info@swedoid.org)

### SWEDO Headquarters

Tegelviksgatan 40  
116 41 Stockholm, Sweden  
T: +46 (0)8 128 268 00  
E: [info@swedoid.org](mailto:info@swedoid.org)

### Registration details

Registration number: 802 401-6845



THE SWEDISH DEVELOPMENT AID ORGANIZATION - SINCE 1991

Please submit your bid containing Technical and Financial bids, otherwise your offer will be disqualified.

The Technical bid shall include details and specifications of the auditing work you are going to do for SWEDO. It shall also include a brief about your previous experience working with NGOs.

The ceiling of this tender is 3200 USD.

**SWEDO Headquarters**

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[www.swedoaid.org](http://www.swedoaid.org)