



TRUNG TÂM HỖ TRỢ PHÁT TRIỂN VÌ PHỤ NỮ VÀ TRẺ EM

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Address: Room 414, My Dinh Plaza,
138 Tran Binh, My Dinh 2 Ward,
Nam Tu Liem District, Ha Noi

Hanoi, 06 January 2021

Invitation Letter to Audit Company

Dear Sir/ Madam:

Audit Company:

The Project “**Community Management and empowerment for ethnic minorities of Tay and Mong to improve the living conditions**” (Project number: 1805VN160) financed by Solidaritätsdienst International e.V. (SODI) and managed/coordinated by DWC is planned for three years duration (01/10/2019 to 30/09/2022). The project is carrying out in 2 communes (Hong Ca, Viet Hong), Tran Yen district, Yen Bai province.

DWC is inviting qualified audit companies to submit the audit proposal for the period from **01/10/2019 to 30/09/2022** for the three years of the project implementation.

The audit proposal should include the **company's registration**, the **technical proposal** (includes at least the list of audit services to ODA projects, methodology, strategy, audit team...) and **financial proposal**.

Proposed time for the audit:

- January 2021 for the period from 01/10/2019 to 31/12/2020
- January 2022 for the period from 01/01/2021 to 31/12/2021
- November 2022 for the period from 01/01/2022 to 30/09/2022

The audit must be carried out within the project environment:

- o Administrative office - DWC in Hanoi and
- o Local sites (if necessary)

Attached files to this invitation letters are:

1. Short introduction of the project and approved budget summary of the project;
2. Term of Reference for the Local Audit.

The audit proposal should be submitted (in English) to Mrs. Bui Thi Kim - DWC Director (dwc.buithikim@gmail.com) and CC to the Mrs. Nguyen Thi Thanh Xuan – Project Accountant (xuannguyen.dwc@gmail.com).

Interested Audit Company should send the audit proposal *no later than 12 January 2021.*

Bui Thi Kim – DWC director