

Expression of Interest (EoI) for External Auditor for auditing of the project titled 'Sustainable improvement of psychosocial care for vulnerable children and adolescents through counseling services, capacity strengthening, and advocacy work from April, 2024 to March, 2027'

Jayaprakash Institute of Social Change was established as a non-governmental organization in 1973 as a school of study, research and training that deals with the concept of development in theory and practice. From its inception, JPISC has evolved as a center for "social change" where all activities and programs are centered on the concept of initiating and catalyzing socio-economic change in society in general and among the most vulnerable populations in particular. JPISC as the local partner is implementing a mental health project titled 'Sustainable improvement of psychosocial care for vulnerable children and adolescents through counseling services, capacity strengthening, and advocacy work from (April,2024 to March,2027)' in Howrah Municipal Corporation and Bally Municipality in partnership with German Doctors e.V (GD) which has been active in the state of West Bengal in India since 1983 and implements various projects to improve health care for people living in poverty. The project is supported by BMZ, Germany. GD and JPISC have agreed to a cooperation and partnership in the spirit of mutual friendship and understanding with the aim of improving access to and awareness of health services for the Target Group in the Project area at high quality standards as part of the project as mentioned above.

Project goal

The project aims to enhance the mental well-being of vulnerable children and adolescents through training services, telephone counseling, therapy and comprehensive awareness-raising measures. It seeks to bolster psychosocial care capacity by fostering awareness among parents, teachers, community members as well as health and social service professionals, alongside lobbying and advocacy efforts. Working closely with key stakeholders including the Indian Childline, school and health authorities in the district of Howrah, and other relevant organizations, JPISC ensures effective collaboration. Public campaigns and partnerships with media representatives are instrumental in increasing public awareness of mental health and combating the stigma associated with mental illness.

Responsibilities of the Auditor:

The recognized, independent firm of chartered accountants shall follow the numerically listed structure used for the record of accounts thus provided for the source and disposition statement. The accountants shall explain the auditing mandate they were given and shall give an account of the documents used for the audit of proper use of funds and compliance with the terms of funding. The key statements (in particular the audit findings) and the final audit certificate including the audit opinion together with the comments on the certificate.

The Auditor will look at all the books and receipts/vouchers and examine whether all income and expenditure are properly documented by means of receipts or vouchers.

The Auditor will examine whether all expenditures, including procurement of goods, works and consulting services are documented in accordance with the requirements of the terms of the application and the grant approval and are in accordance with the purpose outlined in the application and in the financial plan. Any deviations from the financial plan are explicitly explained.

The Auditor will examine whether the income entered in the accounts as the contribution made by the project-executing agency, the target group and/or other entities in the country where the project is being implemented, is correctly rendered in the accounts, with the source being explained as required.

The Auditor shall carry out sample physical verification of assets as required by the auditing standards. The Auditor will certify whether donor's conditions specified in the project agreement have been met or not in the implementation of the project.

The final audit certificate shall state the following (minimum requirement):

"We hereby certify that we have conducted an audit relating to the statement of accounts of (name of the project-executing agency) regarding the financing of the (name) project. Our audit was carried out on the basis of the following requirements pertaining to the use of funding:

(list of relevant contracts and documents).

Total funding of the project for three years: INR 2.40 Crore

Frequency of Audit: Yearly basis. At the end of each calendar year of 2024, 2025 and till March 2027.

Audit Period: Audit work to be completed by 28th February of the following year (For example, Audit for 2024 till December will be completed by 28th February, 2025)

Submission of Expression of Interest(EoI)

Interested recognized and independent firm of chartered accounts may apply for the auditing work with the following documents:

1. Name of the Firm with address and contact details:
2. Firm Registration Number
3. Name of the Auditor(s) with registration number
4. No of years of experience in audit work in social development projects
5. Name of the national/international organisations with which worked
6. Any experience of auditing of BMZ projects
8. Reference from any international organisation
7. Financial proposal for audit fees with year wise break up for three years

Interested firm of chartered accounts may submit the EoI through mail at (jpisc1973@gmail.com) by **16th December, 2024** with a forwarding letter addressed to

**The Director,
Jayaprakash Institute of Social Change,
DD 18/4/1, Salt Lake, Kolkata-700064.
Contact no. 80175 98659/62915 16302**