Reference No.: JO-NAF-526870-CS-LCS

Description: Selection of External Financial Audit Firm for Fiscal Year 2025 and 2026.

The Document: Questions & Answers

The Date: 31/12/2025

Q#1: Could you please provide us with the amounts of expenditures incurred for Program Takaful 1 and Program Takaful 2?

A#1: please adhere to the Terms of Reference. Please be informed that Takaful 1 and Takaful 2 programs have been previously audited.

Q#2: Have the loan agreements with the World Bank been extended to cover the year 2026?

A#2: Yes, it is extended.

Q#3: Have there been any amendments made to the existing agreements?

A#3: it is an amendment.

Q#4: Could you provide the expected amounts to be drawn in 2025 and 2026?

A#4: One transaction / 14M$ for 2025.

Q#5: Please confirm whether the audit for each fiscal year is strictly limited to the year ending 31 December, or if post-closing adjustments are expected to be included?

A#5: During the project closing year (2026), audit coverage may extend beyond 31 December to include post-closing transactions. Specifically, salary-related expenditures may be incurred and paid for up to two months after 2026, and these should be reflected in the audit scope for the final fiscal year.

Q#6: Kindly confirm whether one consolidated audit report covering all project components is required, or separate audit reports per implementing entity?

A#6: The audit report covering the following years (2025/2026) not for all project components. It will be complementary for the previous years.

Q#7: Please confirm whether a separate Management Letter is required for each audited year, or a single consolidated letter covering both years?

A#7: it must to be separate for each year (2025/2026).

Q#8: Please confirm whether the audit team will be granted access to the financial systems, MIS, and all supporting documentation, including beneficiary payment data where applicable?
A#8: No, only supporting financial documents.

Q#9: Kindly confirm whether all audit fieldwork will be conducted in Amman only, or if visits to other locations/entities are required?
A#9: in Amman only/National Aid Fund main office.

Q#10: Please clarify whether the timelines for draft and final audit reports will be mutually agreed upon after contract signature, or predefined by the Client?
A#10: please back to the TOR.

Q#11: Kindly confirm the total budget amount subject to audit for each fiscal year (2025 and 2026), or provide an estimated value of the expenditures expected to be audited, for planning and workload estimation purposes?
A#11: The audit estimation value of the expenditures expected to be audited for 2025 (470K/JOD).

Q#12: Kindly provide us with the total project budget and volume of transactions for 2025 and the estimated budget for 2026. Additionally, please confirm if we can sign our standard templates (engagement letters) as signing anything else will require several chain of approvals?
A#12: The audit estimation value of the expenditures expected to be audited for 2025 (470K/JOD). Regarding the templates, it is required to use the world bank temples as mentioned in the RFP.

Q#13: Kindly provide us with the total project budget and volume of transactions for 2025 and the estimated budget for 2026. Additionally, please confirm if we can sign our standard templates (engagement letters) as signing anything else will require several chain of approvals?
A#13: The audit estimation value of the expenditures expected to be audited for 2025 (470K/JOD). Regarding the templates, it is required to use the world bank temples as mentioned in the RFP.

Q#14: We would also like to request a one-week extension for the submission deadline?
A#14: Actually, we are not able to extend the submission deadline.

Q#15: Finally, can you confirm the name of signing party which we will be signing the engagement with so we can start the process?

A#15: The Ministry of Planning & International Cooperation. Please refer back to the RFP for more details.

Q#16: Is the RFP open to international firms?
A#16: An international firm may participate in assignments designated for national firms; however, it must ensure full compliance with all eligibility requirements applicable to national firm.

Q#17: You require the submission in STP format only, or we should submit a Full Technical Proposal (FTP)?
A#17: Please refer back to the RFP instructions. It is requested to be submitted in STP format.

Q#18: We may submit the proposal in STP format together with annexures (firm profile, experience details) as supporting documents?
A#18: it is required to submit all supported documents, and you can attach them with the technical offer envelop.

VIN: we just want to let you know that: The separate sealed Technical and Financial Proposals must be enclosed in one outer sealed envelope and submitted by hand to the address and contact person indicated below, no later than Monday, 05 January 2026, before 1:00 PM (local time). Late submissions will not be considered. The Name: [Ms. Sawsan Abu Alganam / Procurement & Contracting Manager] Address: [Jordan, Amman, The Ministry of Planning and International Cooperation – 3rd circle, Tawfiq Abu Al Huda St, Building No.4 / Office #129]

Q#19:
• Qualification Criteria: We kindly request clarification on whether the referenced solicitation is a Request for Proposals (RFP) or an Expression of Interest (EOI), as the document requires submission of a Simplified Technical Proposal (STP) using the prescribed TECH forms along with a Financial Proposal; accordingly, please confirm that no additional firm experience documentation is required beyond the specified TECH forms. Further, we request confirmation on eligibility, specifically whether this RFP is open to all eligible consulting firms in accordance with the World Bank Procurement Regulations or is restricted to a limited/shortlisted group of firms, and whether international firms meeting the eligibility criteria are permitted to participate?
•Total Expenditure to Be Audited- Please confirm the total project expenditure to be audited for the Jan.01, 2025 to Dec. 31, 2025, and Jan.01, 2026 to Dec. 31, 2026?

• Estimated Professional Staff-Months- The RFP indicates that the estimated number of professional staff-months required for the financial audit is one (1) staff-month. Kindly clarify whether this staff-month may be distributed across multiple team members (e.g., Partner, Manager, Senior Auditor), or whether it is expected to be provided by one individual?

• Qualification equivalence- Please clarify whether CA (Chartered Accountant) qualifications are accepted as equivalent to CPA where CPA is specified and confirm whether local statutory signing authority is mandatory?
A#19: With respect to the first, second, third, and fourth clarification requests, bidders are required

to comply strictly with the Terms of Reference and the accompanying documents published on the website of the Ministry of Planning and International Cooperation.

Q#20: Location of Audit- Please clarify whether the audit scope covers only the head office in Jordan or also includes field offices and/or project locations. If applicable, kindly provide the list of such locations?
A#20: Regarding the clarification on the bid submission location, proposals must be submitted in hard copy to the Ministry of Planning and International Cooperation in Amman, in accordance with the deadline and procedures stipulated in the Terms of Reference.

Q#21: Deadline Extension – We respectfully request your consideration for a 10-day extension of the proposal submission deadline, to enable us to incorporate the clarifications fully and submit a high-quality proposal. In addition, kindly confirm whether submission of proposals via email/electronic means will be permitted, in order to facilitate timely and efficient submission?

A#21: As for the final clarification request, we regret to advise that an extension to the bid closing date cannot be accommodated. Furthermore, submission of proposals via email or any other electronic means is not permitted.

Q#22: Could you please clarify whether this bid is intended for national firms (Jordan-based) only, or whether international firms, including those based in India, are also eligible to apply?

A#22: Kindly be noted the international firm may participate in assignments designated for national firms; however, it must ensure full compliance with all eligibility requirements applicable to national firm.

Q#23: Please confirm the applicable financial reporting framework (e.g. IFRS, IPSAS, or donor-specific reporting requirements).
A#23: IFRS.

Q#24: Approximate annual budget / total expenditures for the project.
A#24: The audit estimation value of the expenditures expected to be audited for 2025 (470K/JOD).

Q#25: Average number of transactions processed annually.
A#25: Around 25.

Q#26: Number of donors involved (if more than one).
A#26: The Feedback: Only one.

Q#27: Whether any donor-specific audit reports or compliance reports are required in addition to the statutory audit opinion.
A#27: Please refer back to the TOR and RFP.

Q#28: Whether a documented financial policies and procedures manual is in place.
A#28: Yes.

Q#29: Approximate number of active contracts and procurement activities during the year.
A#29: Approximately 20

Q#30: Number of project staff included in payroll costs charged to the project?
A#30: 12

Q#31: Whether time allocation or cost-sharing among projects applies.
A#31: N/A

Q#31: Whether interim audit procedures are expected. Expected timeline for availability of draft financial statements
A#31: Please refer back to the TOR & RFP.