



**WICUDA-USA**  
**A non-governmental, non-profit organization representing**  
**the interests of the Mbum People of Cameroon**  
**[www.wicuda-usa.org]**

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**PUBLIC OFFER FOR AUDIT SERVICES**

**WICUDA-USA**

**Request for Proposals: Audit Services**

WICUDA-USA, a non-profit organization, is seeking proposals from qualified, experienced auditors to conduct an independent review of its financial records for the two most recent leadership terms (2020 – 2025). The purpose of the audit is to ensure financial integrity, transparency, and compliance with applicable laws and regulations. As an additional desired objective, we would like to gain key knowledge on best practices in building a highly sustainable non-profit organization.

**Scope of Work:**

- Review and assess both process, general documentation and the financial records for the two most recent leadership terms.
- Provide an independent audit report summarizing findings and recommendations for improvement.
- Conduct a thorough review of financial transactions, statements, internal controls, and accounting practices.
- Ensure that financial practices are in compliance with non-profit regulations, accounting standards, and industry's best practices.

**Key Dates:**

- **Proposal Submission Deadline:** March 15, 2025
- **Selection of Auditor:** March 31, 2025
- **Audit Completion:** May 31, 2025
- **Review with Board of Trustees:** Mid-June 2025
- **Presentation to General Assembly:** Early July 2025

**Requirements:**

- The auditor must be a certified public accountant (CPA) or a firm with proven experience in auditing non-profit organizations.
- Proposals should include:
  - A detailed breakdown of services to be provided.
  - The proposed audit timeline and fee structure.
  - Relevant experience, particularly with non-profits, and references from prior clients.
  - A brief outline of the auditor's methodology and approach to the engagement.

**Submission Instructions:**

Interested auditors are requested to submit their proposals to the following contact by **March 15, 2025**:

- **Email:** [BOT@WICUDAUSA.ORG](mailto:BOT@WICUDAUSA.ORG)

**Selection Criteria:**

Proposals will be evaluated by the Board based on:

- Cost-effectiveness and value.
- Relevant experience with similar non-profit audits.
- Demonstrated expertise in non-profit accounting standards.
- The proposed approach and timeline for completing the audit.

WICUDA-USA is committed to ensuring the highest standards of financial transparency and integrity with a burning desire to build sustainable systems for development. We look forward to receiving proposals from qualified auditors.

For any questions or additional information, please contact us at [BOT@WICUDAUSA.ORG](mailto:BOT@WICUDAUSA.ORG)

Sincerely,

Lawrence NFOR  
Board Chair  
WICUDA-USA Board of Trustees