



Issue Date: 16 October 2025

Addendum No. 01

GCA-PR-25-845 - Request for Proposals.

Framework Agreement for GCA-Funded Sub-Grants Audit,
Assurance, and Advisory Services.

This addendum addresses and/or clarifies the following:

Questions & Answers:

Question 1: We note that the proposed Framework Agreement is structured in three regions, one being Central Africa. Kindly assist to confirm which countries are covered under Central Africa to enable us respond comprehensively to the RFP.

Response 1: We have provided below the make up of all the 3 regions in terms of countries

Eastern Africa	Centra Africa	Western Africa
• Burundi • Comoros • Djibouti • Eritrea • Ethiopia • Kenya • Madagascar • Malawi • Mauritius • Mozambique • Rwanda • Seychelles • Somalia • South Sudan • Tanzania • Uganda • Zambia • Zimbabwe	• Cameroon, • Central African Republic • Chad • Democratic Republic of Congo • Equatorial Guinea • Gabon • São Tomé and Príncipe	• Benin • Burkina Faso • Cape Verde • Gambia • Ghana • Guinea • Guinea-Bissau • Cote D'ivore • Liberia • Mali • Mauritania • Niger • Nigeria • Senegal • Sierra Leone • Togo

Question 2: Given the structuring of the framework agreement, kindly help provide the list of countries in the different regions as listed below.

- Eastern Africa
- Central Africa
- Western Africa

Response 2: Please refer to response 1 above



Question 3: Kindly help provide GCA's list of donors/partners and latest set of financial statements for our reference.

Response 3:

The list of donors is highlighted below and it is no exhaustive:

- Ministry of foreign Affairs Netherlands.
- Norway
- Global Affairs Canada
- Gates Foundation
- FCDO.

The list of partners and their financial statement will be provided on need basis with the selected firms.

Question 4: Kindly help provide the certificate of registration for (GCA) to support with our internal risk procedures approval.

Response 4: You may access GCA's business registration details via the Dutch KvK, which is a public website: <https://www.kvk.nl/en/search/> You can search using "Global Center on Adaptation" or our Chamber of Commerce number: 76050475

Question 5: Scope of Submission: Can a bidder submit a proposal that addresses and provides services exclusively for the Advisory Services component of the Framework Agreement, or is it mandatory for all bidders to be qualified and propose services for the Financial Audits, Assurance Services, and Advisory Services?

Response 5: No that is not possible

Question 6: Advisory Focus: To better tailor our quantitative approach, could GCA provide examples or a detailed description of the type of Advisory Engagements they foresee being required by the sub-grantees? Specifically, are there anticipated needs related to supply chain risk modeling, capital optimization, or investment portfolio stress-testing against climate-related variables?

Response 6: Advisory engagements anticipated are on the financial management of resources that GCA will have sub granted to the partners and not the technical work that will be done by the partner organizations.

Question 7: Could you please clarify whether the provision of these services necessitates us having a permanent, physical office location within each of these specified regions/countries, or if we are permitted to deliver the services effectively through remote capabilities and/or reliance on a pre-existing network of partners and subcontractors?

We want to ensure full compliance with all administrative and operational requirements outlined in the RFP.

Response 7: Please refer to the RFP section 5.2 Selection criteria. Bidders must be a registered entity in their home country regulatory agency, as and where applicable, for a minimum of 7 years. The registration status must be valid for the region(s) the firm is applying for.

Question 8: Our headquarters are located in Georgia. Is our company eligible to participate in the current tender?

Response 8: Please refer to the RFP section 5.2 Selection criteria. Bidders must be a registered entity in their home country regulatory agency, as and where applicable, for a minimum of 7 years. The registration status must be valid for the region(s) the firm is applying for.

Question 9: Is it required to audit supporting documents on-site during fieldwork?

Response 9: Depending on the sub-grant partner and the nature of the assignment this may be required and will be specified in the TOR for the particular assignment.



Question 10: Section 5.3 Award Criteria indicates “The Framework Agreement shall be awarded on a regional basis (Central Africa, Eastern Africa and Western Africa). Kindly clarify if we should submit a proposal for each region or one proposal covering all the three regions.

Response 10: One proposal covering all the region (s) the firm is applying for. Please indicate the region(s) the firm is applying in Annex 1: Bidder Identification Form and firm’s eligibility in the region (s)

Question 11: Section 1.3.2.2 Financial Envelope and Work Orders indicates “The maximum financial envelope for service is EUR 150,000”. Kindly clarify if this is for each region or it covers all 3 regions.

Response 11: This is the overall available envelope for the 3 regions

Question 12: Please confirm the primary donor and secondary donors of GCA projects

Response 12: Please refer to response 3

Question 13: Please confirm the legal status of GCA (company or NGO) and share the registration documents/link to the law establishing it

Response 13: please refer to response 4

Question 14: What is the number of subgrantees in Eastern Africa?

Response 14: Tentatively 10 subject to change based on new sub-grants signed

Question 15: Please provide the names and locations(countries) of the subgrantees in Eastern Africa

Response 15: Rwanda, Ethiopia, Tanzania, Somalia, Kenya, Madagascar, Zambia, Uganda.

Question 16: What is the number of subgrantees in Western Africa, and Central Africa?

Response 16: Tentatively 7 subject to change based on new sub-grants signed

Question 17: Please provide the names and locations(countries) of the subgrantees in Western Africa, and Central Africa.

Response 17: Senegal, Ghana and Liberia

Question 18: 1.3.2.4 Draft Framework Agreement. Submission of a proposal implies acceptance of the conditions outlined in this Request for Proposal and the attached Draft Framework Agreement. Legal contracts related to audit undergo multiple levels of review and this review may not likely be completed by submission of proposal date and reviewers have to take into account that draft contract is at proposal stage and not at awarding date. In addition, we have to complete our client acceptance procedures before acceptance of the contract agreement. Please reconsider this clause.

Response 18: We note industry requirements for these types of services and acknowledge your concern. Unfortunately, we are unable to make any modifications to the Framework Agreement after the deadline for clarification requests.

To accommodate the legal review process, the clarification deadline has been extended until 21 October 2025 at 4:00 p.m. CET (see **Response 26** below).

Please note that both parties will sign the Work Order and the contractor’s Engagement Letter for each specific assignment issued under this Framework Agreement.

Question 19: 1.3.2.2 Financial Envelope and Work Orders The maximum financial envelope for service is EUR 150,000 (One Hundred and Fifty Thousand Euros). Is the EUR 150,000 for 1 year or 3 years?

Response 19: 3 years



Question 20: Under section 7.2 Staff qualification (page 23-24) Engagement partner requirements reads • Certified Chartered Accountant (CA), Certified Public Accountant (CPA) or equivalent and in good standing with the relevant professional body in their country of registration, with at least 10 years of experience in leading audits. “Minimum 5 years experience with assurance, advisory, forensic Audits and Investigations at national and international environment and staff must have relevant experience and qualifications such as Certified Fraud Examiner (CFE) and/or Forensic Accountant.” Is the requirement to have one partner with qualification in 10 years of experience in leading audits and the same partner to have minimum 5 years experience (with assurance, advisory, forensic Audits and Investigations at national and international environment and staff must have

relevant experience and qualifications) or we can have two partners with relevant experience listed in the proposal. In addition, does it also mean that the proposed key team members as listed in page 13 of the RFP should have these qualifications as well?

Response 20: The minimum proposed roles and their qualifications and experiences are listed under section 7.2. Bidders may, at their sole discretion, propose additional members to be included within the team dedicated to the execution of the framework agreement, but shall not be under any obligation to do so.

Proposed key team members: (Refer to point 2 under the audit manager erroneously placed under wrong title: **Team Members: Qualified audit professionals with relevant technical skills and fluency in English; additional language capabilities are a plus.**

Question 21: Under section 7.2 Staff qualification (page 23-24) Audit manager states the following requirements Audit Manager: • CA/CPA or equivalent, with a minimum of 5 years of audit experience, including donor-funded projects. • Team Members: Qualified audit professionals with relevant technical skills and fluency in English; additional language capabilities are a plus. • Knowledge and experience with International Financial Reporting Standards (IFRS), ISA, ISRS, and donor compliance frameworks (e.g., EU, FCDO, World Bank) are required. • Minimum 2 years experience with assurance, advisory, forensic Audits and Investigations at national and international environment and staff must have relevant experience and qualifications such as Certified Fraud Examiner (CFE) and/or Forensic Accountant. For the audit manager, can we have two managers with demonstrated qualification of above given that one manager may have 3 out of the 4 requirements above and the other has the remaining requirements.

Response 21: Yes, The minimum proposed roles and their qualifications and experiences are listed under section 7.2. Bidders may, at their sole discretion, propose additional members to be included within the team dedicated to the execution of the framework agreement, but shall not be under any obligation to do so.

Question 22: Section 3.1 Financial Audit Services under TOR provides that “Perform annual or project-specific audits of sub-grant financial statements against grant agreements and applicable frameworks (IFRS/IPSAS/national standards where appropriate).” Does this mean providing institutional audit services/statutory audits for sub grantees? Potential conflict may arise if advisory services will be provided for audit clients

Response 22: Institutional audit will not be required but annual donor audits (project specific financial statements) may be required depending on the specific donor rules and regulations. If an advisory service is required for the same partner, GCA will identify alternative service providers for any potential conflict of interest.

Question 23: For reports relating to Central Africa and Western Africa, will the deliverables be expected to be in English or French or both languages?

Response 23: The report will be required in English, in some instances the sub-grant partner may require a copy in French this will be specified in the TOR for the particular assignment.

Question 24: 1.3.2.2 Financial Envelope and Work Orders The maximum financial envelope for service is EUR 150,000 (One Hundred and Fifty Thousand Euros). Is the EUR 150,000 for 1 year or 3 years?



Response 24: 3 years

Question 25: Please also send a sample of Annex 4 Work order as listed in article 1 of the draft framework agreement.

Response 25: Attached for reference

Question 26: Our legal team is currently reviewing the draft framework agreement and will be providing their input by 16 October 2025. We are requesting for an extension to submit additional clarifications by 16 October 2025. Please let us know

Response 26: The deadline for submission of additional clarifications has been extended until 21 October 2025 at 4:00 p.m. CET.

All other requirements regarding the Request for Proposal remain the same.