



Request for expression of interest for the provision of external audit services at Family Development Initiatives

Family Development Initiatives (FDI) is a faith-based, family oriented development organisation inspired by Islamic teachings. FDI is committed to improving the quality of life of vulnerable communities through sustainable development programs.

FDI intends to engage the services of an independent External Auditor for the financial year ending 31st December 2025 and hereby invites qualified and reputable audit firms to submit their Expression of Interest (EOI).

Scope of Work:

The appointed auditor will be required to:

- Conduct an audit of FDI's financial statements in accordance with International Standards on Auditing (ISA).
- Express an independent opinion on the financial statements for the year ending 31st December 2025.
- Assess FDI's internal control environment and provide recommendations for improvement.
- Review donor-funded project accounts and compliance with specific donor reporting requirements.

Minimum Requirements:

Interested firms must meet the following:

1. Be a registered audit firm in good standing with the Zambia Institute of Chartered Accountants (ZICA).
2. Have at least five (5) years of proven experience in auditing NGOs or donor-funded organizations.
3. Demonstrated knowledge of international financial reporting and donor compliance requirements.
4. Provide profiles of key partners/engagement team members.
5. Submit three (3) traceable references from similar assignments.

Submission Guidelines:

Qualified firms should submit their Expression of Interest, including a company profile, legal documents, methodology, and financial proposal, to:

The Team Leader

Family Development Initiatives (FDI)

Physical/Postal Address: Plot number 100/735, Off American Embassy Road, Lusaka

Email Address: procurement@myfdizambia.org

Deadline for submission: Friday 21st November 2025. Late submissions will not be considered.

FDI reserves the right to accept or reject any application without assigning reasons.

FDI is encouraging local Zambian audit firms to apply.