

**Subject: Tender to contract qualified auditors to carry out a special purpose expenditure verification for the Project *MY RIGHT – NEXT LEVEL Inclusive Education in Armenia and Kosovo.***

Dear Madame/Sir,

Caritas Österreich (Caritas Austria) is planning to award service contracts to a qualified auditor for Expenditure Verification of the project **MY RIGHT – NEXT LEVEL** Inclusive Education in Armenia and Kosovo. The project is co-financed by the Austrian Development Agency (ADA) and own contributions of Caritas Austria.

Details regarding the project's background (results and activities, implementing partners, donor contracts) can be found in **Annex 1 Expenditure Verification /Terms of Reference** under points 1. and 2.

Cooperation among local partners and Caritas Austria:

Following the project's objectives, activities are carried out in each of the above mentioned countries. Activities are implemented by one implementing organisation per country. Caritas Austria is responsible for the overall coordination. Cooperation agreements were concluded per each partner and Caritas Austria.

Donors' requirements regarding expenditure verification:

In accordance with donor requirements Caritas Austria has elaborated Terms of Reference for the expenditure verification (see Annex 1).

Expenditure verification process:

Expenditure verifications have to be carried out in line with *Annex 1 Terms of Reference*.

Due to the donor requirements expenditure verifications have to be carried out on a yearly basis. For details please see *Annex 1, Chapter 9. Work Plan*.

Submission of tender application/offer:

Applications can be submitted in English or German.

Please note that **only signed offers can be accepted**. A scanned copy of the signature will be accepted (via E-Mail).

Deadline for reception of offers:

Offers have to be presented per e-mail no later than 07/07/2024.

E-mail: Zina Hovhannisyan: [z.hovhannisyan@caritas.am](mailto:z.hovhannisyan@caritas.am); in cc to Bettina Waldauf: [bettina.waldauf@caritas.tirol](mailto:bettina.waldauf@caritas.tirol)

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**Annexes**

Annex 1 Terms of Reference

Annex 2 Exclusion Criteria

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***Vienna, 11. June, 2024***