

ANNOUNCEMENT

PRADET GENERAL AUDIT

Jan 2024–Dec 2024

Introduction

PRADET—Psychosocial Recovery and Development in East Timor, is a non-profit based organization that has been working in Timor-Leste for over 20 years and continue shown its commitment to working with all partners or stakeholders such as Government institutions, civil society organizations, the Church, the private sector, families, and communities to continue serving the most vulnerable who are in the most need. The goal was focus on responding to stress, trauma, grief, sexual assault, domestic violence, human trafficking and mental health problems in Timor Leste. In addition to practical assistance, PRADET places a strong focus on advocacy to make changes on a government level, including children's rights and protection, women's rights and protection and improvement of rights of people with mental health problems including homeless people living on the street.

PRADET's Vision is that all citizens in Timor-Leste who have psychosocial problems, especially those who are experiencing stress, trauma, gender-based violence, and mental illness, will be treated with respect, cared for, and protected by all entities.

PRADET's Mission is to strengthen its working relationship with Government institutions, civil society partners, the Church, the private sector, and the community at-large to provide rapid psychosocial and integrated support to vulnerable persons who have experienced psychosocial problems in Timor-Leste.

PRADET's Objectives include:

To improve the quality of living and mental health of those who have psychosocial problems through psychosocial action, treatment, rehabilitation and community education, following national and international standards.

PRADET has received funding from various donors to provide direct psychosocial services to people experiencing mental problems, gender-based violence, human trafficking and other vulnerable individual and groups in Timor-Leste.

PRADET is required to have report on funding accountability, transparency based on internal financial system and therefore PRADET is seeking an external audit company to do general audit for PRADET's funding for F/Y2024 and with expected criteria as following;

- Independent and qualified auditor (Certified Public Accountant/Authorized Public Accountant/Chartered Accountant);
- Registered and licenced from a national or a regional professional Accounting Body;
- Already have relevant experiences in accounting and auditing in development projects, especially Donor-funded operations.

The audit team will comprise, at least:

- Audit manager with at least 5-years' experience in auditing, with a sound knowledge of Donor-financed projects and is a member of a recognized accountancy professional body.
- Assistant auditor with adequate experience and professional qualifications with a minimum of 3 years' experience in auditing.
- Team members must be able to communicate in both Tetum and English.

SUBMISSION OF APPLICATION

Note that PRADET will ensure the availability of a space in PRADET's office for auditor access if required.

If the audit firm is legally registered and has an office in Timor-Leste, it is responsible to meet its tax liability in Timor-Leste. If the audit firm is based overseas, on behalf of the Government of Timor-Leste tax will be deducted in accordance with tax law, withhold 10%. This should be considered in the cost proposal.

It is expected that the audit work to commence on 20th October 2025 and draft report need to be ready by 17th November 2025 and final audit report to be ready by 12 December 2025.

The audit firm who has interested, please contact Regina Agostinho, PRADET–Finance Manager (fhakmateksuai@gmail.com or +670 7786 4922) to obtain TOR and other related information as needed.

The quotation / proposal to be submitted to PRADET' Office; Rua Efaca Manleuana, Dili, Timor Leste or submitted through (pradet_timorlorosae@yahoo.com and CC to mdsantos@pradet.org or +670 7804 1671) from 29th September 2025–10th October 2025.