



ADVERT NO: 237/001/2025

## **CONSULTANCY & RETAINERSHIP FOR PERSONAL INCOME TAX**

Norwegian People's Aid (NPA) is an International Non-Governmental Organization involved in humanitarian demining program and long-term development cooperation programs in Iraq. NPA's Mine Action and Disarmament (MAD) Program is being implemented in South & Central provinces of Iraq with its main office in Baghdad.

**NPA is looking for a competent Firm/Company to provide consultancy services and retainership for income tax matters for its Mine Action and Disarmament Program.** The details of scope of work can be found in the Terms of Reference.

### **ESSENTIAL CRITERIA:**

The evaluation criteria shall be based on past experience and financial offer, including:

- An Iraqi firm/company, legally registered and licensed to operate in Iraq. Preferably, Certified Accountants or Tax advisors with expertise in local income tax and social security regulations.
- Minimum of 5 years of experience in Income Tax and Financial Reporting services to big private companies, UN agencies OR International NGOs.
- Valid tax clearance certificate.
- Demonstrated ability to meet deadlines for tax submissions and the preparation of annual reports.
- Cost/ budget proposal

### **Description:**

#	Consultancy
1.	Consultancy Services for PIT Matters – MAD Iraq Program

### **SUBMISSION**

Interested bidders may submit their bid/application in a sealed envelope at NPA Baghdad office.

OR by email to: [ig-logistics@npaid.org](mailto:ig-logistics@npaid.org) Document sent by email must be in a non-editable format such as PDF

### **NPA Baghdad Office address:**

Norwegian People's Aid

Al Jamia District 913/48

Al Jaderiya, House 15

**Baghdad**

Contact No.: 0783 304 0004

*The Terms of Reference can be collected from NPA Baghdad Logistics Office during working hours or can be obtained through above e-mail address.*

**Applications should be submitted by 4:00PM on Thursday 24<sup>th</sup> April, 2025. Late bids will not be considered.**

**NOTE: NPA reserves the right to select/reject bids as per its policies and procedures.**