



ADVERT NO: 237/001/2024

CONSULTANCY & RETAINERSHIP FOR PERSONAL INCOME TAX & SOCIAL SECURITY

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/Individual to provide consultancy services and retainership for income tax and social security 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 tax and social security regulations.
- Minimum of 5 years of experience in providing Social Security, 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, social security payments, and the preparation of annual reports.
- Cost/ budget proposal

Description:

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

SUBMISSION

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

OR by email to; iq-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.: 0781 878 6404

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 31st October, 2024. Late bids will not be considered.

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