



# Expression of Interest (EOI): Roster of Consultants and Firms for CGIAR Internal Audit

## Introduction

CGIAR is a global research partnership for a food-secure future. CGIAR science is dedicated to reducing poverty, enhancing food and nutrition security, and improving natural resources and ecosystem services. Its research is conducted closely with hundreds of partners, including national and regional research institutes, civil society organizations, academia, development organizations, and the private sector. Please find more information about CGIAR at [www.cgiar.org](http://www.cgiar.org)

## Background

The CGIAR Internal Audit Function supports the CGIAR Integrated Partnership Board in carrying out its oversight mandate for CGIAR System risks, where internal audits represent the most appropriate assurance process. The CGIAR Internal Audit function is composed of the Center and System Organization Internal Audit functions.

The CGIAR System Organization is establishing a Roster for Internal Audit Consultants and firms to provide expertise and support in conducting audits, assessments, and advisory services. This roster will enable the Internal Audit function to engage qualified consultants efficiently as and when required.

## Services Categories Needed

Internal Audit Consultants on the roster will be engaged to perform assignments in the following areas:

Service	Description	Qualifications & Experience Considered
<b>Financial, Operational, and Compliance Audits</b>	Assess financial accuracy, operational efficiency, and regulatory compliance.	A degree in accounting, finance, or a related field; CIA, CPA, or ACCA preferred; minimum of <b>five years</b> of audit experience in this field (leading engagement)

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<b>Governance, Risk Management, and Compliance (GRC)</b>	Provide expert recommendations on governance structures, risk management strategies, and compliance measures.	Strong knowledge of GRC frameworks and experience in NGOs or the public sector is an advantage.preferred; minimum of <b>five years</b> of audit experience in this field (leading engagement)
<b>Capacity-Building and Training</b>	Design and deliver training programs on internal audit methodologies, best practices, and capacity-building initiatives.	Proven experience in training and professional capacity-building activities. preferred; minimum of <b>five years</b> of audit experience in this field (leading capacity development engagements)
<b>Audit Methodology Development</b>	Enhance internal audit approaches, frameworks, and tools to improve effectiveness and delivery.	Strong analytical and methodological skills; experience in developing audit guidelines and frameworks (at least 5 years experience)
<b>Data audits/ Information Security and Management/ Knowledge Management</b>	Evaluate IT systems, data management/governance, security measures, and compliance with IT regulations	Degree in IT, Computer Science, or related field; CISA, CISSP, or CISM preferred; 5+ years of IT audit experience. preferred; minimum of <b>five years</b> of audit experience in this field (leading engagement)
<b>Cybersecurity Audits and IT Risk Management</b>	Assess cybersecurity resilience, IT risk exposure, and compliance with cybersecurity standards (e.g., NIST, ISO 27001, GDPR).	CISA, CISSP, or equivalent certification; experience in cybersecurity assessments, ethical hacking, and IT governance. preferred; minimum of <b>five years</b> of experience in this field (leading engagement on cyberaudits)
<b>Artificial Intelligence (AI) and Emerging Technology Audits</b>	Assess governance, ethics, and risks related to AI, blockchain, and other emerging technologies.	Experience in AI governance, algorithmic auditing, and emerging technology risk assessments. Track record of 5 years experience.
<b>Business Continuity and Disaster Recovery Audits</b>	Assess the effectiveness of business continuity plans (BCP) and disaster recovery strategies to ensure resilience against disruptions.	Certified Business Continuity Professional (CBCP) or equivalent; experience in crisis management, risk assessment, and disaster recovery planning. Track record of 5 years experience.
<b>Procurement and Contract Audits</b>	Assess procurement processes and contract management for compliance, transparency, and efficiency.	Experience in procurement audits, contract reviews, and best procurement practices for international publicly funded organizations. Track record of 5 years experience.
<b>Program and Project Audits</b>	Evaluate project implementation, effectiveness, and alignment with organizational objectives.	Experience in program auditing; familiarity with NGO-funded project frameworks. Track record with projects audits (5 years) specify funders in proposal
<b>Environmental, Social, and Governance (ESG) and Sustainability Audits</b>	Assess environmental and social impact compliance with relevant policies.  Evaluate corporate sustainability initiatives, ESG reporting accuracy,	Experience in environmental and social impact assessments; knowledge of sustainability reporting. Experience of 5 year, include the standards experience with.

	and compliance with international sustainability standards.	Knowledge of sustainability reporting frameworks (e.g., GRI, SASB, TCFD); experience in ESG risk assessments.
<b>Stakeholder Engagement and Communication Audits</b>	Assess effectiveness in engaging stakeholders, transparency, and external communication strategies.	Background in communications, corporate governance, or stakeholder relations; experience in performance evaluation. Minimum 5 year experience and include track record in the proposal

Qualified individual consultants and firms will be placed on the roster for two years, with the potential for two additional renewal years. Work assigned to roster-based consultants will not exceed 180 days a year. It will be contracted either through the CGIAR System Organization (Montpellier, France) or one of the Center Internal Audit functions.

There is no guarantee of work for consultants placed on the roster.

Consultants must adhere to the International Professional Practices Framework (IPPF) of internal auditing, issued by the Institute of Internal Auditors (IIA).

## Evaluation Criteria:

Roster applicants will be evaluated on the following criteria:

All applicants will be initially screened against the minimum requirements as specified in the respective category above and those meeting the minimum requirements will be long listed.

Long-listed applicants will be evaluated through a Desk review and/or interview against the following criteria based on evidence in the submitted application:

- Relevant academic and professional qualifications for the services proposed
- Relevant experience in the field proposes
- Location of the Consultant, preferably situated in the locations where activities of CGIAR are delivered or where the Internal Audit function is positioned
- Relevant professional experience in an international organization
- Satisfactory references
- Language: Knowledge of an additional language to English would be welcome (French, Spanish, Arabic, others)

## Call off mechanism for specific assignment or contracting

When a request for services arises, the hiring manager shall contact the consultants or firms included in the specific area of expertise with a ToR, including location and dates of the assignment seeking confirmation of interest, availability, as well as other requirements e.g travel, etc. Further procurement procedures would not be required, although for some assignments the hiring manager may opt for additional selection steps.

### Engagement Modalities:

- Consultants will receive an agreed Terms of reference describing the objective and scope of work of the specific engagements
- Consultants need to abide with the [CGIAR Code of Ethics and Business conduct](#)
- Consultants on the roster will be engaged on a need basis through short-term contracts.
- Assignments may vary in duration and location, including remote and on-site engagements.
- Compensation and terms of engagement will be based on the nature and complexity of the assignment.
- Consultants are required to support the completion of audit documentation in internal audit management software of our formal communication as agreed in the terms of reference for the engagements.
- At the end of each assignment, consultants will be evaluated on work quality, timeliness, professionalism, and compliance. Only those with high ratings will be considered for future assignments. Poor performance may result in removal from the roster.

### How to apply:

Please submit your application by email to [smo-bidding@cgjar.org](mailto:smo-bidding@cgjar.org). The email subject line should read “Expression of Interest: Roster of Internal Audit Consultants\_[service category]”

Please submit the following as separate documents:

- 1) A brief statement of no more than two (2) pages of text identifying the type of service proposed and highlighting three (3) examples of the type of service offered.
- 2) A CV including two (2) references (no more than two pages)
- 3) Daily professional rate. These rates will be applied for the full 12 months that the consultant is on the roster (rates can be renegotiated if the roster membership is extended).

Request for clarification should be sent to [smo-bidding@cgjar.org](mailto:smo-bidding@cgjar.org)

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Expressions of Interest (EOIs) will be reviewed and included in the roster on a rolling basis through the stated deadline. Only electronically-submitted proposals will be considered. Only short-listed candidates will be contacted. Please note: these consultancies are not designed for work of a continuing nature, or to lead to a staff position and as such, there should be no expectation of continued employment at the end of the contract.

**All EOIs must be received no later than March 03, 2025.** Only electronically-submitted proposals will be considered. Late proposals will not be considered.