

Request for Proposal (RFP)

Appointment of Independent Auditors FY2025–FY2027

Issued by: We Care Solar

Date of Issue: September 22, 2025

Proposal Submission Deadline: October 22, 2025

1. Introduction

We Care Solar is a U.S based nonprofit organization with global operations in maternal health and solar energy. We invite qualified and experienced Certified Public Accounting (CPA) firms to submit proposals for providing independent audit services for the next three fiscal years, beginning with the financial year ending December 31, 2025 through December 31, 2027.

The selected firm will conduct annual audits of the Organization's financial statements in accordance with U.S. Generally Accepted Auditing Standards (GAAS) and all applicable regulatory and donor requirements.

2. Scope of Work

The appointed auditor will be expected to:

- Conduct annual audits of the Organization's financial statements in compliance with GAAP and GAAS.
- Prepare an Independent Auditor's Report to be presented to the Board of Directors within 120 days of financial year end.
- Evaluate internal controls and provide management letters with recommendations for improvement.
- Review compliance with donor-specific reporting requirements.
- Prepare and file the Organization's annual IRS Form 990 (including all required schedules) in a timely manner
- Be available for consultation on accounting and financial matters throughout the year.

3. Term of Engagement

The appointment will be for three financial years: FY2025, FY2026, and FY2027, subject to satisfactory performance and annual Board approval.

4. Eligibility & Qualifications

Interested firms must meet the following minimum criteria:

- Licensed CPA firm in good standing.
- Demonstrated experience auditing nonprofit organizations with multi-country operations.

- Strong reputation for integrity, objectivity, and quality of service.
- Sufficient staffing capacity to meet deadlines.

5. Proposal Submission Requirements

Proposals should include:

1. Firm Profile- history, size, services offered, office locations.
2. Relevant Experience- experience with nonprofit audits, international programs,
3. Audit Approach & Methodology- outline of how the audit will be planned, conducted, and reported.
4. Team Composition-bios of the proposed engagement partner and key audit staff.
5. References- at least three nonprofit clients preferably similar in size and complexity.
6. Fee Proposal -a detailed breakdown of fees for audit and for IRS 990 for each of the three years, including out-of-pocket expenses.

6. Evaluation Criteria

Proposals will be evaluated based on:

- Experience and qualifications (40%)
- Audit approach and methodology (20%)
- Understanding of nonprofit sector and donor compliance (15%)
- References and client satisfaction (10%)
- Cost effectiveness of the proposal (15%)

7. Submission Details

Deadline: Proposals must be received no later than 5 pm ET, October 22, 2025.

Format: Electronic submission in PDF format.

Submission Email: finance@wecaresolar.org

Contact Person: Parmod Chandna, Chief Finance Officer and Brandon Auger, Finance Manager at finance@wecaresolar.org for any questions.

8. Timeline

| Activity | Date |
|------------------------------|--------------------|
| RFP issued | September 22, 2025 |
| Deadline for questions | October, 2, 2025 |
| Proposal submission deadline | October 22, 2025 |
| Selection and notification | December 15, 2025 |
| Engagement commencement | January 12, 2026 |

9. Rights Reserved

The Organization reserves the right to:

- Reject any or all proposals received.
- Negotiate scope and fees with the selected firm.
- Modify or cancel this RFP at any stage.