



Shuswap Nation Tribal Council

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September 13, 2023

CALL FOR PROPOSAL – AUDIT SERVICES

The Shuswap Nation Tribal Council Society (SNTC) (<http://shuswapnation.org/>) is currently seeking proposals from qualified audit firms to provide audit services for the fiscal years ending March 31, 2024, 2025 and 2026 with the possibility of extension to March 31, 2028. We invite your firm to submit a proposal in accordance with the requirements outlined in this document.

The Shuswap Nation Tribal Council Society is an indigenous Non-Profit organization registered under the Society's Act of British Columbia. It is a recognized Tribal Council as defined by Indigenous Services Canada (ISC) and is governed by and represents nine member bands within the BC interior. As part of our commitment to transparency and accountability we require an annual independent audit of our financial statements.

SNTC is primarily funded by federal and provincial government agencies and is currently involved in the following activities:

- Development of self-government and reestablishment of cultural traditions and values
- Supporting health services of bands in the region
- Supplying employment and training support to aboriginal individuals
- Managing, monitoring, and rehabilitating fish stocks and habitat

SNTC currently employs approximately 40 people and operates offices in Kamloops and Ashcroft. It is not registered for GST, but does qualify for GST rebates. It uses Adagio accounting software and has three divisions all within the one legal entity. The finance department is comprised of three staff. All processing is done at the Kamloops head office, where all accounting records reside.

The selected audit firm will be responsible for performing a comprehensive audit of the Shuswap Nation Tribal Council's financial statements for each division for the specified fiscal years. The audit should be conducted in accordance with Canadian Generally Accepted Audit Standards for Not-for-Profit Organizations and provide reasonable assurance that the financial statements are free from material misstatement. We require the audit to be provided within four months of the year end date.

Proposals should include: A brief introduction to your firm, firm history, size, experience with not for profit and/or First Nation organizations, a detailed fee proposal for each year, timeline requirements for completion and references.

Please email your proposal to Linnea Faherty, Director of Finance at financedirector@shuswapnation.org on or before 12:00 pm Monday October 10, 2023. Any questions or clarification can also be submitted here or by phone at 778-471-8200.

Thank you for your attention, and we look forward to hearing from you.

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Linnea Faherty, CPA CMA