

CALL FOR TENDERS

External Auditor / First Level Controller

Programme: Interreg NEXT MED

Project: Promoting Circular Valorization of Waste Electrical and Electronic Equipment

Acronym: WEEEVALUE (A_T_2.4_0613)

Reference: A_T_2.4_0613-1

Publication Date: 18 February 2026

Submission Deadline: 22 March 2026 – 23:59 (Jordan Time)

1. About EDAMA Association

EDAMA Association for Energy, Water and Environment is a Jordanian non-governmental organization established in 2009. As a business association, EDAMA provides an inclusive platform bringing together public institutions, private sector actors, and civil society to advance sustainable development in the energy, water, and environmental sectors.

EDAMA supports Jordan's transition towards a green and circular economy through innovation, policy dialogue, private sector engagement, and regional cooperation initiatives.

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2. About WEEEVALUE Project

WEEEValue – Promoting Circular Valorization of Waste Electrical and Electronic Equipment (WEEE) is co-funded by the European Union under the Interreg NEXT MED Programme 2021–2027, with a total project budget of approximately €2.48 million (89% EU co-financing). The total eligible direct costs allocated to EDAMA Association for Energy, Water & Environment (PP1) amount to **€211,500** with a duration of **30 months** starting on **November 2025**.

The project aims to improve sustainable WEEE management across the Mediterranean region through enhanced collection systems, reuse and recycling, stakeholder cooperation, and circular economy policy alignment, and pilots four solutions: A transnational methodology for local and regional WEEE strategies, WEEE SOCIAL, WEEE AWARE, and WEEE COLLECT.

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3. Purpose of the Call for Tenders

The purpose of this call for tenders is to select an external financial auditor responsible to act as External Auditor/ First Level Controller for the auditing, verification and certification of all expenditures incurred by EDAMA Association for Energy, Water and Environment (PP1) within the framework of the project “WEEValue A_T_2.4_0613”.

The audit shall be carried out exclusively by a legally registered and authorised audit firm in Jordan. EDAMA will provide the selected External Auditor / First Level Controller with full access to its premises, accounting system, and all supporting documentation necessary for the performance of the assignment.

Audit services will cover the entire implementation period of WEEValue_A_T_2.4_0613 project, including any approved extensions, up to the formal closure of the implementation period.

The auditor shall carry out the assigned tasks in full compliance with the Interreg NEXT MED Programme rules, the Grant Contract, the Project Implementation Manual (PIM), and all applicable EU and national regulations.

PIM



4. External Auditor/ First Level Controller Tasks and Scope of Services

The External Auditor / First Level Controller shall be responsible for carrying out expenditure verifications for WEEVALUE project. Such verifications shall be performed using the formats, templates, and checklists provided by the Managing Authority (MA) under the Programme.

The selected audit firm shall, including but not limited to, carry out the following tasks:

- Conduct **5 semi-annual** expenditure verifications, corresponding to the official reporting periods of WEEVALUE project
- Verify that all declared expenditures are eligible, incurred within the approved implementation period, effectively paid, and properly recorded in EDAMA's accounting system
- Verify compliance with applicable EU and Programme rules, including eligibility, public procurement, state aid provisions (where relevant), the non-profit principle, and EU visibility requirements
- Check accounting records to ensure the avoidance of any possible double funding
- Verify the adequacy, completeness, and reliability of all supporting documentation
- Verify the correct registration of expenditures in EDAMA's accounting system in accordance with applicable accounting standards and usual cost accounting practices
- Check compliance with record-keeping and archiving requirements for all documentary evidence related to project implementation

- Identify and report any detected irregularities or suspicions of fraud or corruption, as applicable
- Prepare, sign, and submit **5 Expenditure Verification Reports** and the corresponding Control Certificates using the official Interreg NEXT MED templates
- Provide written clarifications, observations, and recommendations in cases of ineligible or partially eligible expenditures
- Respond to queries and provide support during audits, verifications, or quality controls carried out by the Managing Authority, Joint Secretariat, Audit Authority, the Control Contact Point, or other competent bodies
- Participate in mandatory trainings, workshops, or briefings organised by Interreg NEXT MED Programme or national authorities and adapt verification procedures accordingly

Where required, a copy of the Expenditure Verification Reports may be submitted to the relevant Control Contact Point (CCP) in order to enable the CCP to carry out specific or ad hoc checks, as applicable. The Control Contact Point, the Managing Authority, or other competent Programme bodies may request access to supporting documentation or carry out additional verifications at any time during the project implementation period, without this constituting a modification of the agreed reporting deadlines.

5. Reporting

#	TYPE OF REPORT	M# (DURATION COVERED IN THE REPORT)
EVR1	1st Interim report	0–6 (18 Nov 2025 – 18 May 2026 incl.)
EVR2	2nd Interim report	7–12 (19 May 2026 – 19 Nov 2026 incl.)
EVR3	3rd Interim report	13–18 (20 Nov 2026 – 20 May 2027 incl.)
EVR4	4th Interim report	19–24 (21 May 2027 – 21 Nov 2027 incl.)
EVR5	5th Interim report	25–30 (22 Nov 2027 – 22 May 2028 incl.)

The deadline for submission of each report shall be within thirty (30) calendar days following the end of the relevant reporting period.

Upon receipt of complete report documentation from EDAMA, the External Auditor / First Level Controller shall carry out the expenditure verification and submit the final validated Expenditure Verification Report (EVR) within a **maximum of twenty (20) calendar days**.

Any requests for clarifications or additional supporting documents shall be raised by the External Auditor / First Level Controller **within** the above-mentioned timeframe and **shall not** constitute grounds for extending the overall deadline of thirty (30) calendar days.

6. Eligibility Requirements

The External Auditor / First Level Controller **must** meet the following conditions:

- Be a legally registered and authorised audit firm entitled to perform audit services in Jordan.
- Be eligible for validation by the national Control Contact Point (CCP) in accordance with the Interreg NEXT MED Implementing Rules.
- Demonstrate proven experience in auditing EU-funded projects, under Interreg, ENI/ENPI CBC, IPA, or other comparable cross-border or structural funds.
- Possess excellent written and oral proficiency in English, as all audit deliverables shall be submitted in English.
- Ensure that audit team members are members of the Jordanian Association of Certified Public Accountants (JACPA).
- Hold a valid business bank account capable of receiving payments via bank transfer.

7. Evaluation Criteria

Offers will be evaluated based on the following:

	CRITERIA	SUB CRITERIA	SCORE
60% Technical Offer	Past Experience	Experience in external audit and verification of EU-funded projects	25%
		Adequacy of the proposed methodology and work plan in responding to the TOR	25%
		Detailed workplan meeting the requirements of the assignment	10%
40% Financial Offer	Financial Offer	Total price for the proposed service	40%
Total			100%

8. Submission Requirements

This call for tenders constitutes a contractual commitment. The External Auditor / First Level Controller shall sign and date the tender file, including the technical and financial offers. Service fees must be final, quoted in **JOD**, and **inclusive of all applicable taxes**.

9. Submission Procedure

Offers must be submitted by **email only** in **PDF** format to info@edama.jo and shall clearly indicate the **project name, acronym, reference number, and tenderer name** in the subject line **and** file name (e.g. *External_Auditor_WEEVALUE (A_T_2.4_0613-1)_[Company Name]*). The tender file must include the following documents:

1. Company profile (background, relevant certifications, and CVs of the audit team assigned to the project)
2. Technical offer
3. Financial offer
4. Filled and Signed Declaration on Honour

[Download Here >](#)

Submission Deadline: [22 March 2026 – 23:59 \(Jordan Time\) >](#)

Requests for clarification must be submitted in writing by email to info@edama.jo no later than 17 March 2026.

Late submissions or offers with missing or incomplete documents will be considered non-compliant and rejected automatically.

10. Final Provisions

The contract shall remain valid for the entire duration of WEEVALUE project. Any approved extension of the project period shall result in an automatic extension of the auditor's contract under the same terms and conditions.

The appointment of the External Auditor / First Level Controller is subject to validation by the national Control Contact Point (CCP).

The External Auditor / First Level Controller shall maintain strict confidentiality of all information exchanged and ensure that any collection, processing, storage, or disclosure of personal data is carried out in full compliance with the Jordanian Personal Data Protection Law No. 24 of 2023.

11. Clarifications for Tenderers

The following clarifications are provided for information purposes only and do not modify the scope of services:

- The number of transactions per EVR may vary; no fixed sampling thresholds are defined.
- Both desk-based and on-site verifications may be applied as required.
- EDAMA is identified as Project Partner No. 2 in JEMS platform.
- The External Auditor / First Level Controller is listed as an External Expert under WP1 for administrative purposes, following completion of the evaluation process, the contract shall be awarded to the tenderer obtaining the highest overall score. Only the successful tenderer will be contacted for contract finalization.