



February 6, 2024

## ADDENDUM No. 02

**RFP No:** SEN-066 23/24

**Title:** Audit of financial statements of the Senate of Canada

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The following shall be read in conjunction with and shall form an integral part of the Bid and resulting Contract documents. All other terms and conditions remain the same.

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### Questions and Answers

- Q1: Does the Senate have preferred timelines to perform the interim audit work/planning?
- A1: Audit planning should preferably be performed in January/February for completion and delivery of the audit plan to the Standing Committee on Audit and Oversight in March. There is usually no interim audit work for the Senate audit, but adjustments to the audit plan timeline can be made by mutual agreement between the parties if required.
- Q2: What is the preferred timeline to perform the year-end audit work?
- A2: June 15 – July 15
- Q3: What accounting system does the Senate use? How is the audit information provided and when is it available for the year-end field work?
- A3: The Senate uses the resource management system called Unit4. Audit information is usually provided through the auditor's secured portal and the final data for the preparation of the financial statements is available starting the beginning of June.
- Q4: Can the Senate provide the audit plan and audit results report for 2023?
- A4: The 2022-23 audit plan and audit results report cannot be shared since they were prepared by our current auditors and not by the Senate.
- However, the 2022-23 Financial Statements, including the independent auditor report, will be posted on the [Senate of Canada website](#) after their scheduled approval on February 8, 2024.
- Q5: Can the Senate provide a copy of the detailed budget for 2024?
- A5: The 2023-24 Government main estimates can be found on the [Government of Canada website](#), and the 2023-24 Senate planned spending report can be found on the [Senate of Canada website](#).



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Q6: Is there an incumbent performing the work? If so, can the Senate disclose the name of the supplier and the value of the contract?

A6: The current supplier is Ernst & Young LPP. This information is found on the [Senate of Canada Public Disclosure website](#) where contracts over \$10,000 are disclosed.

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