

**Bihar Prashasanik Sudhar Mission Society (BPSMS)**

(General Administration Department, Government of Bihar)

Sinchai Barrack No. 1, Harding Road (Near Haj Bhawan, Patna - 800001)

Web: [www.bpsm.bih.nic.in](http://www.bpsm.bih.nic.in); Email: [bpsms1@gmail.com](mailto:bpsms1@gmail.com); Ph: 0612 – 2233333/2215908

**Short tender notice inviting Bids from CAG empanelled CA Firms for carrying Audit**

Bids are invited from CAG empanelled CA firms for carrying out statutory audit of the BPSMS for the year 2015-16, 2016-17 & 2017-18, Brief Scope of Work, Eligibility Criteria and Submission & Evaluation Details can be downloaded from the BPSMS website ([www.bpsm.bih.nic.in](http://www.bpsm.bih.nic.in))

Last date for Submission of Tender for statutory audit Not later than date 29-12-2016 time 02.00 P.M. The Bids will be opened on date 29-12-2016 time 03.00 P.M. Authorized representatives of the Bidders may participate in the opening of bids.

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**Short tender notice inviting Bids from CAG empanelled CA Firms for carrying statutory audit**

Bids are invited from CA firms for carrying out statutory audit for the BPSMS for the years 2015-16, 2016-17 & 2017-18 Brief Scope of Work, Eligibility Criteria and Submission & Evaluation Details are as follow:

**Brief Scope of Work:**

- 1) Firm would carry out statutory audit as per the provisions of BPSMS' Finance & Accounts Manual of BPSM and provide auditor's report consisting of audit opinion confirming whether
  - a. The society's financial statements have been prepared in accordance with the consistently applied Accounting Standards and give a true and fair view of the operations of the mission, and
  - b. The procedures and internal controls involved in their preparation can be relied upon.
- 2) Audit would cover Society's entire operation.
- 3) Audit has to be done at BPSM Society headquarter and at about 60 accounting units spread across Bihar which have received fund from BPSM Society.
- 4) Auditor's report would, inter alia, contain audited annual financial statements comprising Cash Flow Statement, Balance Sheet, Statement of Receipts & Expenditure and related schedules.
- 5) Firm would be responsible for submitting (a) draft statutory audit report and (b) final report incorporating replies to the audit queries raised in the draft report
- 6) The audit team at headquarter must be headed by a chartered accountant.

**Eligibility Criteria:**

The Interested party must meet the following criteria (and submit copies of supporting documents attested by authorized signatory):

- a) Firm should be registered with ICAI with minimum 5 years of existence (copy of registration has to be attached)
- b) Firm should be empanelled with Comptroller & Auditor General (copy of Empanelment has to be attached)
- c) Firm should have Income Tax PAN and Service Tax Registration No. (Copy has to be attached)
- d) Firm should have prior experience of carrying out at least 10 statutory audit assignments with Government agencies/ societies/ corporation/ schemes/ programmes/ externally aided projects. (Work commencement order which is at least 1 year old from the date of advertisement or Completion letter from the client should be submitted)
- e) Average Annual turnover/ revenue of the Firm should be at least Rs. 25 laksh over the last three financial years 2013-14, 2014-15 and 2015-16 (Relevant audited report to be submitted)
- f) Firm should not have been assigned internal audit or any accounting related work by BPSMS for the FY 2012-13-013-14 or 2014-15.
- g) The Firm should have never been indicted by any court of law or any regulatory body or any state/ central government agencies (Self declaration on Companies letter head to be submitted) or blacklisted-earlier.

**Submission, Evaluation and Payment Details:**

1. The Technical Bid, containing all the supporting documents for the eligibility criteria, should be enclosed in a separate envelope
2. The Financial bid, containing a single consolidated quote of annual fees inclusive of all expenses to be incurred and all Government dues and levies, should be enclosed in a separate envelope
3. Both the Technical and Financial Bids should be enclosed in one sealed envelope clearly superscribed "**Tender for carrying Statutory Audit for the FY 2015-16, 2016-17 & 2017-18**" and sent to the under-mentioned address
4. Tender has to be address to :

Mission Director  
Bihar Prashasanik Sudhar Mission Society  
Sinchai Barrack No. 1, Harding Road,  
Patna – 800 001

5. Last date for submission of Tender – Not later than date 29-12-2016 time 2:00 P.M.
6. The Bids will be opened on date 29-12-2016 time 03.00 P.M. in which authorized representatives of the Bidders may also participate.
7. The Bidder will be evaluated on a least quote basis provided that the bidder qualifies technically.
8. Payment would be made on the basis of the invoice raised by Successful bidder after submission of final audit report.

*The Department/ BPSMS reserved the right to withdraw from the process or any part thereof, to accept or reject any or all offers at any stage of the process and/or modify the process or any part thereof or to vary terms at any time without assigning any reason whatsoever. No financial obligation will accrue to the Department/BPSMS in such an event. BPSMS shall not be responsible for non-receipt of any correspondence sent by post/courier/e-mail/fax/ Bids in unsealed envelopes will not be accepted. For any additional information/ clarification, please contact at the above mentioned address.*