

Short Tender Notice No.- 04/2020

SHORT TENDER NOTICE INVITING BIDS FROM CAG EMPANELLED CA FIRM FOR CARRYING STATUTORY AUDIT

Bids are invited from CA firms for carrying out Statutory Audit to the BPSMS for the year 2018-19 & 2019-20. Brief Scope of work, Eligibility Criteria and Submission & Evaluation Details are as below:

Brief Scope of work:

- 1) Firm will carry out Statutory Audit as per the provision of BPSM's Finance & Accounts Manual of BPSMS and provide auditor's reports' 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 at Patna, Bihar Bhawan, New Delhi and about 60 RSUs (Reform Support Units) accounting units in 38 District Headquarters of Bihar which have received funds 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) Minimum fee of carrying Statutory Audit of BPSMS per year is prescribed 35000.00 (Thirty Five Thousand only) (Without GST) including TA/DA, Stationary charges, or any other fee/charges.
- 6) No any other fee/charges will be admissible.
- 7) 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.
- 8) The audit team at headquarter must be headed by a chartered accountant.
- 9) The audit would be finalized in 4 months from the date of work order.

Eligibility Criteria:

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

- 1) Firm should be registered with ICAI with minimum 5 years of existence (copy of registration has to be attached)
- 2) Firm should be empanelled with Comptroller and Auditor General, India in current Financial Year 2020-21 (copy has to be attached). In case the firm has applied for empanelment for current Financial Year and has not been issued the empanelment letter, in that case, copy of acknowledgement of current Financial Year along with empanelment letter for FY 2019-20 has to be attached.
- 3) Firm should have Income Tax, PAN and GST Registration No. (copy has to be attached)
- 4) Firm should have prior experience of carrying out at least 05 (five) Statutory Audit assignments with Government Agencies/Societies/Corporation/Schemes/Programmes/Externally aided projects. (At least 05 (five) such work commencement orders should be submitted)
- 5) Average annual turnover/revenue of the firm should be at least Rs.25 lakh over the last three financial years 2016-17, 2017-18 and 2018-19 (Relevant audited report to be submitted)
- 6) The Firm should have never been indicated by the court of law or any regulatory body or any state/central government agencies (self declaration on letter head to be submitted) or black listed earlier.
- 7) The firm should be Bihar based. Head office of the firm should be located in Bihar.

Submission & Evaluation Payment Details:

- 1) The Technical Bid containing all the Supporting Documents for the eligibility criteria should be enclosed in a separate envelop.
- 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 envelop,
- 3) Both the Technical and Financial Bids should be enclosed in one leafed envelop clearly super scribed " **Tender for carrying out Statutory audit for the FY 2018-19 & 2019-20** " and send to the under mentioned address.

Mission Director

Bihar Prashasnik Sudhar Mission Society

Sinchai Barrack No-01, Harding Road (Near Haj Bhawan) Patna-800001

- 1) **Last Date of Submission of Tender:-** Not later than date-25.08.2020 Time 01.00 p.m.
- 2) The Technical Bids will be opened on the date-25.08.2020, Time 04.00 p.m. in which authorized representatives of the Bidders' may also participate.
- 3) The Bidder will be evaluated on a least quote basis provided that the bidder qualifies technically. Opening date & time of Financial Bid will be intimated after technical Evaluation.
- 4) Payment would be made on the basis of the invoice raised by successful bidder after submission of final audit report.

The department /BPSMS reserves the right to withdraw from the process or any part thereof, to accept or reject any or all offer ay any stage of the process and/or modify the process or any part thereof or to vary terms at any time without any assigning, any reason whatsoever. No Financial obligation will occur to the Department/BPSMS in such an event. BPSMS shall not be responsible for non receipt of any correspondence sent by post/currier/email/fax/Bids in unsealed envelop will not be accepted for any additional information/clarification. For any additional information/clarification, please contact at the above mentioned address.

Bihar Prashasnik Sudhar Mission Society (BPSMS)
(General Administration Department, Government of Bihar)
Sinchai Barrack No.-01, Harding Road (Near Haj Bhawan), Patna-800001
Web-www.bpsm.bih.nic.in. email-bpsms1@gmail.com Ph-0612-2233333/2215908

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Bids are invited from CAG empanelled CA firms for carrying out Statutory Audit of the BPSMS for the year 2018-19 & 2019-20. Brief Scope of work, Eligibility Criteria and Submission & Evaluation Details can be downloaded from the BPSMS Website (www.bpsm.bih.nic.in).

Last Date of Submission of Tender: Not later than date-25.08.2020, Time 01.00 PM.

The Technical Bids will be opened on the date-25.08.2020, Time 04.00 pm in which bidders or duly authorized representatives of the bidders' may participate in the opening of bids. Date of opening of Financial Bid will be intimated later after evaluation of Technical Bid.

Short Tender Notice No.-03/2020 published on dated-10.06.2020 for carrying Statutory Audit is hereby cancelled.

Mission Director