

# JHARKHAND URBAN INFRASTRUCTURE DEVELOPMENT COMPANY LIMITED

2<sup>ND</sup> FLOOR, VASUNDHARA MEGA MART, ARGORACHOWK,  
RANCHI 834 002, JHARKHAND.  
PH: +91 651 2243203, E-MAIL: [juidcolimited@gmail.com](mailto:juidcolimited@gmail.com)  
CIN: U45200JH2013SGC001752

## Tender Notice

NIT No. : JUIDCO ltd/AUDIT/34/2014/ 30

Date: 24.08.2016

1.	Name of the work	Tenders are invited from Chartered Accountants Firms (CA Firms) for appointment as Internal Auditors for the Financial Year 2016-2017.
2.	Mode of Bid Submission	Off-Line Tendering
5.	Date / Time of Start of Submission of Bids	26.08.2016, 10:00 Hrs
6.	Last Date / Time of Bid Submission	16.09.2016, 12:00 Hrs
7.	Date of Bid Opening	16.09.2016, 15:00 Hrs
8.	Sale Of Tender	Any Working Day ( Monday To Saturday) ( 10:00 A.M to 17:00 P.M)
9.	Venue For Purchase & Submission of Tender Document:	Jharkhand Urban Infrastructure Development Company Limited. Procurement Cell, 2nd Floor, Vasundhara Mega Mart, Opp Mahi Restaurant, Argora, Ranchi. Jharkhand. PIN-834002.
10.	Helpline No. of Procurement Cell	9430311120

Further details can be seen on under Notice section of website <http://jharkhand.gov.in>



**Company Secretary  
cum**

**Project Director ( Accounts & Economics)  
JUIDCO Ltd. Ranchi.**

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# TENDER FOR

FOR

# INTERNAL AUDIT

Opening Date of Submission of TENDER : 26/08/2016.  
Closing Date of Submission of TENDER : 16/09/2016.



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**APPOINTMENT OF INTERNAL AUDITOR FOR THE FINANCIAL YEAR  
2016 - 2017**

Tenders are invited from Chartered Accountants Firms (CA Firms) for appointment as Internal Auditors for the Financial Year 2016-2017.

The internal auditor will be required to conduct the internal audit in four quarters: 1st April to 30<sup>th</sup> June, 1<sup>st</sup> July to 30<sup>th</sup> September, 1<sup>st</sup> October to 31<sup>st</sup> December and 1<sup>st</sup> January to 31<sup>st</sup> March.


The interested CA firms may submit their tender in the prescribed Proforma provided herein, which included Notice Inviting Tender, Eligibility Criteria, Scope of Work, General Terms and Conditions, Technical Bid (Experience and Eligibility Criteria) as per **Annexure-I** and the Financial Bid (Professional Fee) as per **Annexure-II**. The tender documents may be downloaded from website.

The sealed tender may be submitted in one big envelope superscripting "JUIDCO Ltd Internal Auditor" for containing two separately sealed small envelopes, one for "Technical Bid" and another for "Financial Bid" superscripting as such and addressed to Project Director(Accounts & Economics),JUIDCO Ltd.

The technical bid envelope must contain the technical bid format in prescribed Performa as per Annexure-I with all relevant documents in support of eligibility and experience criteria. The financial bid envelope must contain only the financial bid format as per **Annexure-II**. The financial bid shall include professional fee/charges for all services including expenses for boarding/lodging of staff to be incurred in carrying out the internal audit services will not accept any claim other than professional fee/charges etc. specified in financial bid.

The technical bid will be opened at JUIDCO Ltd, Vasundhara Mega Mart/RRDA Bldg, Ranchi in the presence of the bidders who wish to be present. The Financial bid will be opened on the date which will be communicated to only those bidders who are found technically qualified after evaluation of eligible technical bid as per selection criteria provided.

The interested CA firms are advised to read carefully the entire tender document before submitting their tender and the tender documents not received in prescribed format and/or are found incomplete in any respect will be summarily rejected.



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Any further clarifications can be sought from:

Project Director (Accounts & Economics)  
Juidco Ltd ,  
2<sup>nd</sup> Floor, Vasundhra Mega Mart  
Argora Chowk, Ranchi.

**Eligibility Criteria:**

1. The Chartered Accountant firm should have at least an experience of 10 Years from the establishment or registration of the firm.
2. In Case sole proprietor firm, the proprietor should be an ACA/FCA while in case of Partnership firm, one of the partners should be an ACA/FCA.
3. The firm should have not been debarred from Statutory Audit/Internal audit of any Company.
4. The Chartered Accountant firm should have its local office in Ranchi.
6. The Chartered Accountant firm should have at least 10 Articles / Articled clerks on the date of Tender submission.
7. The Chartered Accountant firm should have conducted either statutory audit and/ or Internal audits of following organizations:
  - Three Central /State PSUs with annual turnover of Rs.50 Crore each with multi Locations/Offices / branches/units.
  - Three Statutory bodies/Autonomous bodies with Annual Turnover of Rs.10 Crore each.
8. The Annual turnover of the Chartered Accountant firm shall not be less than Rs.25 Lacs in each of last three financial years.

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**Terms and Conditions**

1. The period of appointment shall be for conducting Internal Audit for one year i.e. for the financial year 2016- 2017.
2. The Company reserves the right to accept or reject any application at any time without assigning any reason.
3. JUIDCO Ltd will not accept any claim other than professional fee/ Charges etc specified in financial bid.
4. Each page of the tender documents is required to be signed by the Partner of CA Firm. The documents/ Certificates in support along with the tender shall also be signed by the Partner.
5. If any date mentioned above happens to be a holiday, then the next working day will be the relevant date.
6. Tender shall be submitted in official tender document only. If submitted in any other form, the same shall be summarily rejected.

**In addition to the above, the Chartered Accountants firm is advised to certify and ensure as follows:-**

- The firm is not in any case disqualified under provision of Sec.141 (3) of Companies Act, 2013.
- The license of the proprietor / Key Person of the partnership concern have been issued for Full Time practice by The Institute of Chartered Accountants of India.



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*Annexure-I*

**TECHNICAL BID**

(The details to be provided as on the closing date of this Notice Inviting Tender)

**General Information**

1	Name of the Chartered Accountants Firm	
2	Registered/Main/Local Office Address	
3	Name of Partners	
4	Contact no. of Partner	
5	No. of branches in India (Attach a list along with address)	

**Eligibility Criteria**

1	Whether the firm meets all the eligibility criteria (Yes/No)	
2	No. of years of experience	
3	Date of registration of Chartered Accountants firm	
4	C&AG empanelled no.	
5	Whether firm has peer review by members of ICAI for any financial year (Yes/No). The year of peer review shall be mentioned.	
6	No. of Partners (as on closing date of tender)	
7	No. of Chartered Accountant Employees (as on closing date of tender)	
8	No. of Article/Audit Clerks (as on closing date of tender)	

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10	Whether the Chartered Accountants firm have its registered/Local office at Ranchi.	
11	Whether the Chartered Accountants firm have an experience of conducting requisite no. of statutory and/or internal audit of eligible clients/organization (Provide list of eligible clients/organization along with their turnover financial year wise and enclose their appointment letters)	
12	Annual turnover of CA firm for a. FY 2013- 14 b. FY 2014 -15 c. FY 2015 -16	

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*Annexure-II*

**FINANCIAL BID**

The interested CA firm may quote their professional fees (all inclusive) in the following format:-

Sl.no.	Particulars	Amount in Rs.
1.	Annual Professional fee for Internal Audit (Quarterly Basis) for the financial year 2016-17  First Quarter : Second Quarter : Third Quarter : Fourth Quarter :  Total	
2.	Annual Other charges (including lodgings and boarding)	
3.	Total Annual Professional fee (1+2)	
4.	Service Tax including Education Cess	
5.	Grand Total	

Grand Total [Professional fees in words]

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**Signature of Partner  
With name and Firm Seal**

