बिड संख्या/Bid Number: GEM/2026/B/7966948
दिनांक /Dated: 29-08-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	10-09-2026 12:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	10-09-2026 12:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	60 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Assam
विभाग का नाम/Department Name	Finance Department Assam
संगठन का नाम/Organisation Name	Finance Establishment B Department
कार्यालय का नाम/Office Name	Guwahati
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :gayatri.devidash@ias.gov.in Buyer Email id: amitdas.24@govcontractor.in
वस्तु श्रेणी /Item Category	Financial Audit Services - Review of Financial Statements, Financial Reporting Framework, Audit report, Statutory Audit; CAG Empaneled Audit or CA Firm
अनुबंध अवधि /Contract Period	3 Month(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	5 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	5 Year (s)
टर्नओवर पात्रता मानदंड/Turnover eligibility criteria	GeM verified turnover
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/**Bid Details**	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/**Do you want to show documents uploaded by bidders to all bidders participated in bid?**	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / **Minimum number of bids required to disable automatic bid extension**	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / **Number of days for which Bid would be auto-extended**	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / **Number of Auto Extension count**	2
बिड से रिवर्स नीलामी सक्रिय किया/**Bid to RA enabled**	No
बिड का प्रकार/**Type of Bid**	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /**Time allowed for Technical Clarifications during technical evaluation**	2 Days
Payment Timelines	Payments shall be made to the Seller within **45** days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/**Evaluation Method**	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / **Financial Document Indicating Price Breakup Required**	Yes

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%)/ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	5

(a).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :
AS-CFMS
Guwahati, Finance Department Assam, Finance Establishment B Department,
(Project Director,)

UIN Number NCTGC2415P

बोली विभाजन लागू नहीं किया गया/Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes

1. The minimum average annual financial turnover of the bidder during the last three financial years, ending on 31st March of the previous financial year, should be as indicated in the bid document. The turnover of the bidder shall be validated by the system based on the financial data available on the GeM portal. The average turnover shall be calculated based on the last three financial years where data is available; in case data is available for only two of the last three financial years, the average shall be computed based on those two years. In case the date of constitution / incorporation of the bidder is less than three years old, the average turnover in respect of the completed financial years after the date of constitution / incorporation shall be taken into account for this criterion. No separate documentary evidence is required to be uploaded by the bidder for this criterion, as the system shall derive and validate the turnover figures from the data available on the GeM portal.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Price Breakup Format for the bidders to upload for providing break-up of overall project cost:1787817346.pdf

This Bid is based on Quality & Cost Based Selection (QCBS) . The parameter wise qualification requirement is as under:-

Parameter Name	Max Marks	Cutoff Marks	Qualification Methodology Document
QCBS	100	65	View File

Buyer Defined Total Qualifying Marks for Technical Qualification: 65

QCBS Weightage(Technical:Financial):70:30

Presentation Venue: Online

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/**Pre-Bid Date and Time**	प्री-बिड स्थान/**Pre-Bid Venue**
02-09-2026 15:00:00	To join the meeting on Google Meet, click this link: https://meet.google.com/drc-iban-wsz Or open Meet and enter this code: drc-iban-wsz All queries, if any, must be submitted via GeM Portal or email to sup_procurement@assam.gov.in within four (04) days of floating of this tender. Queries submitted through any other means or after four (04) days of floating of this tender, will not be entertained. All the written queries received within this timeline may be discussed during the pre-bid meeting.

Financial Audit Services - Review Of Financial Statements, Financial Reporting Framework, Audit Report, Statutory Audit; CAG Empaneled Audit Or CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ **Specification**	मूल्य/ **Values**
कोर / Core	
Scope of Work	Review of Financial Statements , Financial Reporting Framework , Audit report , Statutory Audit
Type of Financial Audit Partner	CAG Empaneled Audit or CA Firm
Type of Financial Audit	Statutory Audit
Category of Work under Financial Audit	As per the Scope of Work
Type of Industries/Functions	As per the Scope of Work
Frequency of Progress Report	As per the Deliverables mentioned in the Scope of Work
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	As per the Scope of Works
State	NA
District	NA
एडऑन /Addon(s)	
Post Financial Audit Support	NA

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Amit Kumar Das Mohapatra	781006,8th Floor, Kamakhya Tower, Christian Basti, GS Road, Guwahati - 781006	Project / Lumpsum Based	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. **Generic**

   OPTION CLAUSE 25% : The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration.
   For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25 percent with the consent of the service provider

2. **Buyer Added Bid Specific Scope Of Work(SOW)**

   File Attachment Click here to view the file .

3. **Generic**

   WORLD BANK TERMS AND CONDITIONS: Special Terms and Conditions as defined by world bank at click here will also be applicable. APPLICABLE ONLY IN CASE OF WORLD BANK FUNDED PROJECTS.

4. **Generic**

   1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
   2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
   3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

5. **Generic**

   Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

6. **Payment**

   PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

This Bid is governed by the सामान्य नियम और शर्तें/General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो।बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

Engagement of Statutory Auditor for Financial Audit Services of AS-CFMS

Background: The Government of Assam (GoA) has constituted a society, the Assam Society for Comprehensive Financial Management System (AS-CFMS) as a special purpose vehicle (SPV) under the Finance Department for effective implementation of the ongoing PFM-related IT initiatives of the Finance Department. The AS-CFMS had implemented the Assam State Public Finance Institutional Reforms (ASPIRe) Project/ Assam Governance and Service Delivery Program (AGSDP) with support from the World Bank. The Project Development Objective (PDO) is to "contribute to improvement in predictability and transparency in budget execution and efficiency in tax administration in Assam".

Further details regarding the project are available at https://finance.assam.gov.in/projects/aspire

Statement of Intent: AS-CFMS desires to appoint an independent firm of Chartered Accountants to conduct the audit of the entity financial statements of the AS-CFMS as a whole; and separately of the Project Financial Statements (PFS) for the ASPIRe/AGSDP project implemented by AS-CFMS under the following Terms of Reference. The audit will cover the period FY 2025-26.

Management Letter

In addition to the audit report on the entity financial statements and the ASPIRe/ AGSDP, PFS, the auditor will also prepare and submit along with the audit reports a Management Letter for each period covering the audit. The Management Letter will elaborate the findings of the audit and contain recommendations for improvements in internal control and other matters coming to the attention of the auditor during the audit examination.

Audit Scope and Objectives: The audit will be conducted for FY 2025-26 following the standards of auditing generally accepted in India, ensuring a thorough examination of financial and operational practices. The audit will involve tests and controls deemed necessary under the circumstances. Key focus areas include compliance, efficiency, documentation, and governance, as outlined below:

1. Key Focus Areas:

The Statutory Audit will be carried out in accordance with the International standards of Auditing and will include tests and controls, as the auditors feel necessary under the circumstances. The major areas to be covered are as under: -

1.1. Statutory Audit to cover the areas ensuring that,

a) Transactions are recorded as per principles of commercial accounting and are booked to proper accounting heads.

b) Utilization of external funds is in accordance with financing agreements.

c) Counterpart funds are utilized for purposes for which they are provided.

d) Goods and services have been procured in compliance with the financing agreement.

e) Transactions are duly supported by proper supporting documents and there is clear linkage between books of accounts and reports presented to Bank/FA.

f) Where special accounts have been used, they have been maintained in accordance with the provisions of the relevant financing agreements.

g) Propriety of the transactions.

h) Checking the maintenance of books of accounts and records.

i) Checking the bank reconciliation statements.

j) Checking of component wise, category-wise and account head wise expenditures.

k) Checking of investments, short term deposit etc. made from time to time.

l) Checking of compliance of various taxes/statutory compliance.

m) Verification of fixed deposit register and checking of interest received.

n) Review of accounts on quarterly basis.

o) System of Physical Verification of Inventory and Fixed Assets is in place.

p) To check all statutory records registers including Minute Books and to see that accounting affects all the decisions taken at Board/Committee Meeting/General meeting/Audit Committee meeting is given in the Books of account.

q) To give executive summary incorporating all points' matters; which are of very important nature.

1.2. FINANCIAL BOOKS:

a. Verification of Bank Book Journal, vouching of Imprest Cash.

b. Scrutiny of General Ledger, staff advance registers commenting on loan outstanding entries.

c. Verification of cheque inward register with receipt issued as well as pay-in-slips as also advices of Bank regarding the realization of cheques.

d. Verification of cash, cheques on hand etc. on quarterly basis and as on 31st of March every year.

e. Verification of all computer vouchers and sheets ensure correct coding and accounting head.

f. Scrutiny of general ledger and verification of Income and Expenditure statement, profit &
loss account and balance sheet and other schedules.

g. Verification of salary/consultancy payments, P.F, I.T., Professional Tax, TDS, etc. and verification of submission of various return to the competent authority in time.

h. Verification all financial information completely, promptly and after the necessary authorization was recorded.

1.3. COMPREHENSIVE AUDIT:

The areas covered by comprehensive audit are those of investment decisions, project formulation and management, organization, delegation of powers and management of information systems, organizational effectiveness, capacity utilization, management of equipment, plant and machinery etc. Comprehensive Audit to cover the areas ensuring that:

a. The overall capital cost of project compares with approved capital cost. b.

Compare utilization of capacity with budgeted capacity.

c. Compare the result shown in the current period financial statements with prior periods and if available, with budgets and forecasts.

1.4. ACCOUNTING POLICY & STANDARD:

a. To review and help the management in implementing proper accounting procedures, internal check control and computerized systems.

b. Review of accounts on quarterly basis.

c. Check all recorded entries comply with accounting standard.

1.5. SYSTEM IMPROVEMENT:

The selected Auditor(s) will report any lacuna noticed in the existing procedures and suggest improvement. Any duplication of work noticed or work or unnecessary data noticed will highlighted and reported.

1.6. The Chartered Accountant firm so appointed will be required to give: -

a. Audit Certificates, utilization certificates and issue any other certificate as may be required by the society from time to time without any additional fee to be paid by the society.

b. Statements in annual report that describes the work of Indian institute of Corporate Affairs. The responsibilities of the audit also include reporting on the adequacy of statements.

1.7. LIASONING:

The selected Auditor(s) will liaise with the top management for the periodical meetings to review the progress of the work and to ensure requirement be fully met.

1.8. To check all statutory records registers including minute books and to see that accounting affects all the decisions taken at Board/Committee meeting/General meeting/Audit Committee meeting are given in the books of account.

1.9. To suggest the measures for cost control and increase the revenue of the Institute.

1.10. To give executive summary incorporating all points' matters; which are of very important nature.

1.11. The Chartered Accountant firm so appointed would be required to look into the compliance of previous audit objections raised (if any) and have to verify or comment on the supporting documents/vouchers submitted on latter stage, to settle the audit qualifications in the Statutory Audit report of this assignment.

1.12. Other terms and conditions are as per the Service Level Agreement and Packages of the GeM Bid Category.

2. SCOPE AND COVERAGE OF AUDIT:

2.1. Compliance with Financing Agreements

a. Confirm that all external funds, including those used for procuring goods and services, have been utilized in accordance with the terms of the financing agreements.
b. Emphasize adherence to principles of economy, efficiency, and the intended purposes of the financing.

2.2. Counterpart Funds Management

a. Verify that counterpart funds were provided as required and were used efficiently for their intended purposes in line with relevant agreements

2.3. Expenditure Review

a. Assess the eligibility of expenditures claimed through IFRS (Interim Financial Reports) and withdrawal applications under the legal agreements.
b. Identify and report any ineligible expenditures included in withdrawal applications and reimbursed against them.

2.4. Record and Documentation

a. Ensure that all necessary documents, records, and accounts related to project transactions are properly maintained
b. Establish clear linkages between the financial records and IFRS for transparency and accountability.

2.5. Procurement Processes

a. Evaluate whether procurement activities were conducted as per the agreed-upon procedures with the Bank.
b. Analyze a sample of procurement cases (excluding those under prior review by the Bank) to assess the robustness of procurement systems, using a checklist to be provided after award of contract**.**
c. Document the sampling methodology and address any procurement-related complaints in the Management Letter.

2.6. Physical Asset Verification

a. Perform reasonable physical verification of assets under construction or completed, as necessary.
b. Review technical reports to assess financial implications of unresolved observations and their impact on the Project Financial Statements (PFS).

2.7. Internal and External Audit Observations

a. Review internal audit reports of AS-CFMS (if applicable), focusing on key observations that impact the project's implementation.
b. Assess the status and potential impact of unresolved internal audit issues, as well as observations from the Comptroller and Auditor General (CAG) of India and the World Bank in the Aide Memoir/s.

2.8. Contract Management Review: Examine the adequacy of contract management procedures, including:

a. Internal controls over verification and approval of contractor bills, including payment timeliness.
b. Compliance with contract terms and conditions.
c. Proper maintenance of supporting documents and accounting records.

2.9. Internal Control and Accounting Systems

a. Assess the effectiveness of the internal control and accounting systems used for project implementation during the audit period.

2.10. Governance Mechanisms

a. Evaluate the adequacy of governance structures, including the activities of the Governing Body and Executive Committee.

b. Review the approval process for contracts and other decisions related to project implementation.
c. Highlight any significant governance-related observations in the audit report.

3. **Deliverables and Reporting:** The auditor will provide:

a. A comprehensive audit report detailing findings and recommendations.
b. A Management Letter describing the sampling methodology and observations on procurement processes.
c. Specific identification of ineligible expenditures and unresolved issues with financial implications.
d. An assessment of internal control systems, governance mechanisms, and compliance with financing agreements
e. This structured framework ensures that the audit is thorough, transparent, and aligned with the objectives of the project while addressing any operational or systemic concerns effectively.
f. The timelines will be decided by the AS-CFMS as per scheduled accounts finalization date and the appointed firm of Chartered Accountants/Cost Accountants will have to adhere to such timelines.

4. **Payment Schedule:**
   a) No Advance shall be paid by AS-CFMS and the payment will be released as under:
      - 50% of the contract amount on acceptance of draft report by Buyer: within 30 days from Contract Award
      - 50% of the contract amount on completion of Audit and satisfactory acceptance by Buyer: within 60 days from Contract Award
   b) All Payments shall be made in Indian Rupees only. No payment will be released without submission of PBG.
   c) Payment shall be subject to deduction of any amount for which the Consultant is liable under the agreement as per this contract/tender terms. Further, all payments shall be made subjects to deduction of TDS (Tax deduction at Source) as per the prevailing Income- Tax Act/rule and any other taxes/dues (if any).

5. **Suggested Team Composition:** The audit team of the vendor will comprise, at the minimum, the following personnel who would be evaluated:

Sl	**Key Resources**	**Role**	**Qualification & experience**	**No. of persons**
1.	Engagement Partner and Team Leader	Overall coordination and planning, team leadership, reporting, liaison with client.	Qualified Chartered Accountant. Minimum 10 years post qualification experience as practicing Chartered Accountant and minimum 5 years continuously with the firm.	01
2.	Audit team Seniors	Audit (including field work) at AS-CFMS and preparing	C.A. (Inter) with at least five years post training	02

		reports for the Audit Manager	experience in accounting, audit and report writing.	

Note: The auditor shall be given access to any information relevant for the purposes of conducting the audit. This would normally include all legal documents, correspondence, and any other information associated with the project and deemed necessary by the auditor. The auditor is expected to familiarize itself with the financial management systems and procedures of AS-CFMS.

6. **Periodicity of the Audit and Timeline for submission of Audit Report:** The Statutory Auditor shall be engaged for audit of the Financial Year 2025-26.

7. **Duration of the contract:** Time is essence of the contract. The contract duration shall be for 3 months from the date of GeM Contract. The contract may be extended subject to satisfactory performance and mutual agreement between both parties.

8. **Address for providing service:** AS-CFMS Office, 9th Floor, Kar Bhawan, Ganeshguri, Guwahati-781006

9. **Expected date for the commencement of the Services:** as per GeM Contract

10. **Minimum Eligibility Criteria/ Pre-Qualification Criteria:**

The bidders will be shortlisted on the basis of documentation submitted as per the table below:

SL	Parameters	Shortlisting Criteria	Documents reqd
1	Registered Legal Entity	The bidder should be empaneled with CAG during FY 2025-26 and should have been in existence for atleast 5 years. The firm should be an Indian firm having independent legal existence, registered under the applicable Act.	Submit proof of CAG empanelment, Registration Certificate with ICAI, Certificate of incorporation/ registered partnership deed. Also submit: PAN and GSTIN of the firm.
2	Average Annual Turnover	Bidder's average annual turnover from Consultancy business for the financial years (2023-2024, 2024-2025 & 2025-2026) shall be at least Rs. 5.00 Lakh	Information to be provided as per CA turnover certificate (on the basis of financial statements of respective FYs)
3	Operation in Guwahati	The Firm should have been in operation at least for the last 5 years preceding the date of submission of the bid in Guwahati.	Valid office address proof in the form of valid Office Rent agreement/ Office address mentioned in GST Certificate or GMC trade license of last 5 years or

			GST certificate mentioning principal place of business in Guwahati since the last 5 years.
4	Experience	Bidders should have executed at least 03 (Three) Statutory Audit Assignment / job during last 5 (five) financial years covering the work similar to the scope of work required for the present assignment.	Self-attested copies of the work orders/ contracts (either of the same firm or from network firms).
5	Non-Blacklisting	The Bidder firm should not currently have been blacklisted by any Government Department/ PSU or under a declaration of ineligibility for fraudulent or corrupt practices of inefficient/ ineffective performance during last 5 years.	Self-declaration in the firm's letter head duly signed and sealed by the authorized signatory mentioning the date of self-declaration.
6	Liquidation and bankrupt	The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt.	Self-declaration in the firm's letter head duly signed and sealed by the authorized signatory mentioning the date of self-declaration.

10.1 Evaluation Process:

a) AS-CFMS has adopted a three (3) bid processes in which the Bidder has to submit following bids in separate envelopes at the time of submission of bids as stipulated in this document.

   i. Minimum Eligibility Criteria/ Pre-Qualification Criteria
   ii. Technical Bid / Quality & Cost Based Selection (QCBS)
   iii. Commercial Bid

b) AS-CFMS shall evaluate first the 'Pre-Eligibility Criteria' bid and based on its evaluation, 'Technical Bids' shall be evaluated at the second stage. 'Commercial bids' shall be opened for only the shortlisted bidders out of technical evaluation. The final selection will be done based **Quality & Cost Based Selection as** per the Bid.

c) The evaluation by the AS-CFMS will be undertaken by a committee of officials or/and representatives formed by the AS-CFMS and its decision will be final.

d) **<u>Technical Bids Evaluation Criteria / Quality & Cost Based Selection (QCBS) Based Evaluation –</u>**

Each agency having credentials as stated in the scope of work will get marks as given below in the table. The technical qualification parameters are:

TECHNICAL BIDS EVALUATION CRITERIA

Sl	Parameter	Max Marks	Criteria
1	Experience of Statutory Audit in the last 4 years (ending on March 31, 2025) in any State/ Central Govt. Department/ PSUs. Bidders have to submit Work Orders/ Contract copies with the dates of issue and signature and seal from the clients clearly visible.	20	5 marks for each assignment
2	Executed single Internal Audit (IA)/ Statutory Audit assignment/ job of EAP projects similar to the scope of work required for the present assignment. Bidders have to submit Work Orders/ Contract copies along with Work completion/ Client Satisfaction certificate/ Work Continuity certificate/ Work Extension certificate from the client.	20	10 marks for each assignment (assignment/ job of value INR 3 lakh will be considered as one assignment)
3	CA and/ or CMA qualified professionals being partners in the firm having post qualification experience of at least 10 years. The CV of only that partner will be evaluated who has been proposed by the firm for this assignment as Team Leader.	20	2 marks per year for the partner having relevant experience
4	Resources having passed CA (Inter) having post training experience of at least 05 years. The CV of only those resources will be considered who have been proposed by the firm as Audit Team Seniors for this assignment.	20	2 marks per qualified Assistant per year having relevant experience
5	Year of establishment	20	2 marks per full year

Note: The bidders are requested to ensure that the documentary proofs that they will submit to qualify in the technical evaluation stage are clearly visible and legible. The client will not be responsible if bidders are rejected/ documentary proofs not considered for evaluation due to uploading of illegible documentary proofs. The bidder should submit the CVs of resources only as per prescribed format along with documentary proofs for qualification certificates.

The bidder with the highest technical marks will be awarded 100 marks. The technical scores of other Bidders will be calculated as:

$Tn = (Ts / Th) X 100$

Where

Tn = Normalized Technical score of the bidder under consideration

Ts = stands for the technical score of bidders under consideration

Th= stands for Highest Technical Score

The minimum technical score (Tn) required to pass is: 65.

After analysis of Technical Bids, the financial bids of only qualified bidders will be opened.

The QCBS weightage is (Technical: Financial): 70:30 (As allowed by the GeM portal for this tender).

11. Other Terms and Conditions:

a) The representative of the agency shall not divulge or disclose to any person any details of office operation process, technical know-how, administrative / organizational matters as all are confidential/ secret in nature.

b) The representative should be polite, cordial, positive and efficient while handling the assigned work and their actions shall promote goodwill and enhance the image of AS-CFMS. The agency shall be responsible for any act of indiscipline or otherwise on the part of persons deployed by them.

c) The agency shall comply with all the provisions of the Contract Labour (Regulation and Abolition) Act, 1970, Employees Provident Fund & Misc. Provision Act, 1952 and ESI Act, 1948, as amended from time to time and Rules framed thereunder and other labour laws affecting contract labour that may be brought into force from time to time and shall continue to have valid PF Account No. and ESI Registration Number till actual completion of the contract.

d) The agency shall comply with all relevant labour laws as applicable or as may be mentioned during the contract period and shall indemnify AS-CFMS against all acts / omissions, fault, breaches and/or any claim or demand, loss, injury and expenses to which AS-CFMS may be party or involved as a result of tenderer’s failure to comply with the obligations under the relevant act / law which the tenderer is bound to follow.

e) The agency shall arrange for a substitute well in advance if there is any probability of a person leaving the job due to his/her own personal reason or any centre is getting closed due to any reason. The payment in respect of the overlapping period of the substitute shall be the responsibility of the agency.

f) AS-CFMS shall not be liable for any loss, damage, theft, burglary or robbery of any personal belongings, equipment or vehicles of the personnel of the service provider.

g) The agency shall indemnify AS-CFMS against all acts, omissions, fault, breaches and/or any claim or demand, loss, injury and expenses committed by any employee/person.

h) AS-CFMS shall reserve the right to audit the bills / receipts/ vouchers on random sample basis and instances of expenditure claim(s) / document(s) being found to be false shall be viewed seriously and may result in termination of contract.

i) The Service Provider shall maintain all statutory registers under the applicable laws and produce the same, on demand, to the concerned authority, AS-CFMS or any other authority under Law.

j) Any disputes arising during the assignment shall be resolved through amicable negotiations, failing which they shall be referred to arbitration under the Arbitration and Conciliation Act, 1996 (India), with the seat of arbitration in Guwahati, Assam

k) **Jurisdiction:** The court of Guwahati, Assam will have exclusive jurisdiction to entertain the disputes between parties.

l) Consultant shall permit and shall cause its subcontractors and subconsultants to permit, the Client or the World Bank and/or persons appointed by the Client / World Bank to inspect all books, records and other documents and/or the accounts relating to the performance of the Contract and the submission of the bid, and to have such accounts and records audited by auditors appointed by the World Bank or the Client. Acts intended to materially impede the exercise of the Client's / World Bank's inspection and audit rights constitute a prohibited practice subject to contract termination (as well as to a determination of ineligibility pursuant to the Bank's prevailing sanctions procedures). The Bank requires compliance with the Bank's Anti-Corruption Guidelines and its prevailing sanctions policies and procedures as set forth in the WBG's Sanctions Framework.

m) AS-CFMS reserves the rights to terminate the contract at any time during the period of engagement, without assigning any reason thereof.

n) Price shall be deemed to be inclusive of all software, tools, utilities, patches, upgrades, accessories, equipment etc. as may be necessary for the completion of work scope in letter & spirit.

o) **Performance Security:** Selected bidder will have to submit a performance security equivalent to 5% of the total contract value in the form of Bank Guarantee (BG) from a scheduled commercial bank in favour of AS-CFMS, Finance Dept. Govt of Assam, within 10 days of issue of GeM Contract. No payment will be released without submission of PBG. Non submission of PBG may lead to termination of contract and getting the work done at bidder's risk and cost.

p) Performance Security would be returned only after successful completion of work assigned and after adjusting/recovering any dues recoverable/payable from/by the Service Providers on any account under the contract.

q) Procuring Entity may by written notice sent to the selected Bidder, terminate the purchase order and/or the Contract, in whole or in part at any time of its convenience. The notice of termination shall specify the reasons of termination and the extent to which Contract is terminated, and the date upon which such termination becomes effective.

r) No commitment of any kind, contractual or otherwise shall exist unless and until a formal written contract has been executed by AS-CFMS. Any notification of preferred Bidder status by AS-CFMS shall not give rise to any enforceable rights by the Bidder. AS-CFMS may cancel this tender at any time prior or after the signing of agreement.

s) The decision of AS-CFMS arrived during the various stages of the evaluation of the bids is final & binding on all bidders.

t) Conditional bids are not acceptable and shall be summarily rejected and AS-CFMS will not be responsible for any misinterpretation or wrong assumption by the bidder, while responding to this tender.

u) AS-CFMS may terminate the tender process at any time and without assigning any reason. AS-CFMS may, by written notice send to the Agency; terminate the work order, in whole or in part at any time of its convenience. The notice of termination will specify the extent to which performance of work under the work order is terminated, and the date upon which such termination becomes effective. AS-CFMS reserve the right to cancel the remaining part and pay to the Service Provider the amount for partially completed services.

v) The bidder shall be solely responsible for discharge of all the legal obligations/ statutory requirements under various labor legislations as may be in force from time to time so far as the workmen engaged by him for this work are concerned.

w) AS-CFMS shall remain the owner of all the content conceptualized, created, and implemented by the Service Provider under this bid. All intellectual property rights in the content whether in tangible or intangible form shall belong to AS-CFMS and the Service Provider has no right to assign, license, sell, or use any content conceptualized, created and implemented under this Bid and / or accompanying Master Service Agreement to any third party under any circumstances. All the content conceptualized, created and implemented by the Service Provider whether in tangible or intangible form shall bear relevant copyright notices in the name of AS-CFMS. The Service Provider shall take all such appropriate legal actions to safeguard violation of AS-CFMS's intellectual property rights, if any.

x) The bidder shall share with AS-CFMS all relevant technical documents/ information related to the customization made in the portal.

12. Breach of Contract and Penalties/ LD:

i. The successful bidder must deliver as per the specified time schedule/milestone. Any Failure to deliver/clear the acceptance of all or some of the deliverables as per scope of work on or before the stipulated date will entail a liquidated damage equal to 0.5% of contract price per week or part thereof shall be deducted subject to maximum LD of 5% of total value of contract.

ii. Further, penalties will be levied on the Service Provider, for the violation of the Service Level Agreement of the contract as mentioned below:

Sr.	Particulars	Financial Implications
1	Non-deployment of total manpower mentioned in the contract as per the date of joining	Up to 15 Days, @1% per day of the total value, and Beyond 15 days cancellation of the contract with cancellation charges @ 10% of the order value.
2	If the employee is absent or takes leave for more than 2 days without informing or taking prior approval.	Substitute within 2 days failing which, @ 1% per day of the total value (excluding service tax, etc.) of the absent resources up to 15 days. Beyond 15 days, cancellation of the contract with cancellation charges @ 10% of the order value
3	If cumulative penalties reach 10% of the contract value	Termination of contract

Note: *The LD and SLA will not be applicable for the period if it is not attributable to the bidder.* The LD amount (if applicable) shall be subtracted from the payment to be made to the vendor against the deliverable wise payment schedule. AS-CFMS at its discretion may also recover the LD amount from the PBG amount submitted by the successful vendor against this tender.

13. Bid Clarifications prior to bid submission:

a. All queries on or before date of pre-bid meeting (If any) received at the following email ids (sup-procurement@assam.gov.in) will be discussed during the pre-bid meeting.

b. Any Clarifications / Corrigendum / Addendums etc. will be posted on GeM Portal and no individual communication will be sent. Posting on the website would be deemed as if AS-CFMS having communicated to all prospective bidders.

c. The Clarifications / Corrigendum/ Addendums etc. thus communicated will form an integral part of the Bid and succeed the relevant clauses for future reference.

d. Any irrelevant / ambiguous/ mischievous/ hampering public procurement etc. clarification as determined by AS-CFMS at its sole discretion will not be entertained and may not be clarified and/or deliberated upon.

Annexure – I

<On letterhead of the Bidder>
CERTIFICATE: ACCEPTANCE OF TERMS AND CONDITIONS OF BID

In connection with bid No ____________________________for:

Name of the Bid:

It is certified that all the terms and conditions/scope of work/technical specifications mentioned in the bid document are accepted by our firm / LLP / company and we will abide by them.

Brief Data Sheet of CA Firm		
Sl. No.	**Particulars**	**To be filled up by CA firms**
1	Name of Firm	
2	CAG Empanelment Number	
3	CAG Empanelment Year and Validity of Empanelment	
4	Registration No. & Date	
5	Year of incorporation	
6	Total number of years of Experience from the incorporation of the Firm	
7	Authorized Contact Person(s) with Name, Designation, Address, Mobile Phone No., E-mail address/ Fax No.	
8	PAN No. GST Registration No. (Attach copies)	
9	Bank Details	

[Submit proof of CAG Empanelment, Registration Certificate, Articles and Memorandum of Association]

Company seal / stamp (Authorised Signatory of the Company)

Place: ___________________________
Date: ___________________________

Annexure-II

POWER OF ATTORNEY OF PROPOSAL SIGNATORY

We, ……………………………………………….. (name and address of the registered office) do hereby constitute, appoint and authorize Mr. / Ms. ……………………………(name and residential address) who is presently employed with us and holding the position of …………………………………….as our attorney, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to our response to participate in the GeM Bid process for ………………………………………………………………………………….. including signing and submission of all documents and providing information to the Client (i.e. …………) and its officials or representatives, representing us in all matters before Client, and generally dealing with Client in all matters in connection with our response.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds, and things done by our aforesaid attorney shall and shall always be deemed to have been done by us.

Dated this the _______ day of _______20_

For ___________________________

(Name, Designation and Address)
Accepted
_________________________(Signature)
(Name, Title and Address of the Attorney)

Date : __________

Note:

i. *The mode of execution of the Power of Attorney should be in accordance with the procedure, if any, as laid down by the applicable law and the charter documents of the executants(s) and when it is so required the same should be under common seal affixed in accordance with the required procedure*.

ii. *In case an authorized Director or key officials of the Applicant signs the Application, a certified copy of the appropriate resolution/ document conveying such authority may be enclosed in lieu of the Power of Attorney.*

iii. *In case the Application is executed outside India, the Applicant must get necessary authorization from the Consulate of India. The Applicant shall be required to pay the necessary registration fees at the office of Inspector General of Stamps.*

Annexure- III

PROFORMA BANK GUARANTEE (EARNEST MONEY)

(It should be valid for a Bid Validity + 60 days)

This deed of Guarantee made this ___________________ day of ____________ 20 _____ by ____*(Name of the Bank)* having one of its branch at _____________________________________ acting through its Manager (hereinafter called the "Bank") which expression shall wherever the context so requires includes its successors and permitted assigns in favour of Commissioner and Secretary, Finance Department, Govt. of Assam, having its office at Janata Bhawan, Guwahati (hereinafter called "Finance Department") which expression shall include its successors and assigns.

WHEREAS Finance Department has invited Bid vide their Bid No. ____ Dated _____________ to be opened on AND WHEREAS M/s ____*(Name of Service Provider)* having its office at ____ (hereinafter called the "Seller"), has/have in response to aforesaid Bid notice offered to supply/ do the job _____________________ as contained in the bid.

AND WHEREAS the Seller is required to furnish to Finance Department a Bank Guarantee for a sum of Rs.___________________ (Rupees___________________________Only) as Earnest Money for participation in the Bid aforesaid.

AND WHEREAS, we_______________________ *(Name of the Bank)* have at the request of the seller agree to give Finance Department this as hereinafter contained.

NOW, THEREFORE, in consideration of the promises we, the undersigned, hereby covenant that, the aforesaid bid shall remain open for acceptance by Finance Department during the period of validity as mentioned in the bid or any extension thereof as Finance Department and the Seller may subsequently agree and if the Seller for any reason back out, whether expressly or impliedly, from his said bid during the period of its validity or any extension thereof as aforesaid or fail to furnish Bank Guarantee for performance as per terms of the aforesaid bid, we hereby undertake to pay Finance Department, Guwahati on demand without demur to the extent of Rs.___________________ (Rupees______________________Only).

We further agree as follows:-

01. That Finance Department may without affecting this guarantee extend the period of validity of the said bid or grant other indulgence to or negotiate further with the Seller in regard to the conditions contained in the said bid or thereby modify these conditions or add thereto any further conditions as may be mutually agreed to in between Finance Department and the Seller AND the said Bank shall not be released from its liability under these presents by an exercise by Finance Department of its liberty with reference to the matters aforesaid or by reason of time being given to the Seller or any other forbearance, act or omission on the part of the Finance

Department or any indulgence by Finance Department to the said Seller or any other matter or thing whatsoever.

02. The Bank hereby waive all rights at any time in consistent with the terms of this Guarantee and the obligations of the Bank in terms thereof shall not be otherwise affected or suspended by reason of any dispute or dispute having been raised by the Seller (whether or not pending before any arbitrator, tribunal or court) or any denial of liability by the Seller stopping or preventing or purporting to stop or prevent any payment by the Bank to Finance Department in terms thereof.

03. We the said Bank, lastly undertake not to revoke this Guarantee during its currency except with the previous consent of Finance Department in writing and agree that any change in the constitution, winding up, dissolution or insolvency of the Seller, the said Bank shall not be discharged from their liability.

NOTWITHSTANDING anything contained above, the liability of the Bank in respect of this Guarantee is restricted to the said sum of Rs. ___________________ (Rupees ____ Only) and this Guarantee shall remain in force till _________ unless a claim under this guarantee is filed with the bank within 60 (Sixty) days from this date or the extended date, as the case may be i.e. upto _____________________________ all rights under this Guarantee shall lapse and the Bank be discharged from all liabilities hereunder.

This BG (Earnest Money) confirmation can also be sought by sending email to _________ (Bank Official email id)
In witness whereof the Bank has subscribed and set its name and seal here under.

____
Authorized Signature

Seal of Bank

Annexure – IV

B - Consultant's Experience

List only previous similar assignments successfully completed in the last 05 years.

Durat on	Assignment name/& brief description of main deliverables/ outputs	Name of Client & Country of Assignment	Approx. Contract value Amount paid to your firm (Rs.)	Role on the Assignment
1.				
2.				
3.				
4.				
5.				

Annexure-V
Key Staff Profile:

CURRICULUM VITAE (CV)

Position Title and No.	{e.g., K-1, ENGAGEMENT PARTNER}
Name of Expert:	{Insert full name}
Date of Birth:	{day/month/year}
Country of Citizenship/Residence	

Education: {List college/university or other specialized education, giving names of educational institutions, dates attended, degree(s)/diploma(s) obtained}

____

Employment record relevant to the assignment: {Starting with present position, list in reverse order. Please provide dates, name of employing organization, titles of positions held, types of activities performed and location of the assignment, and contact information of previous Clients and employing organization(s) who can be contacted for references. Past employment that is not relevant to the assignment does not need to be included.}

Period	**Employing organization and your title/position. Contact information for references**	**Country**	**Summary of activities performed relevant to the Assignment**
[e.g., May 2005-present]	[e.g., Ministry of ……, advisor/consultant to… For references: Tel …../e-mail……; Mr. Hbbbbb, deputy minister]		

Membership in Professional Associations and Publications:

____

Language Skills (indicate only languages in which Expert can work): __

____

Adequacy for the Assignment:

Detailed Tasks Assigned on Consultant's Team of Experts:	Reference to Prior Work/Assignments that Best Illustrates Capability to Handle the Assigned Tasks
{List all *activity/ sub-task/ task/ part of the assignment* as per Section. 7 in which the Expert will be involved}	

Expert's contact information: (e-mail …………………, phone… ....)

Certification:

I, the undersigned, certify that to the best of my knowledge and belief, this CV correctly describes myself, my qualifications, and my experience, and I am available, as and when necessary, to undertake the assignment in case of an award. I understand that any misstatement or misrepresentation described herein may lead to my disqualification or dismissal by AS-CFMS.

{day/month/year}

Name of Expert Signature Date

{day/month/year}

Name of authorized Signature Date Representative of the Consultant
(the same who signs the Proposal)

Annexure-VI

List of Proposed Personnel

S. No.	Name of Personnel of the Consultant	Designation / Responsibility	Qualification and year of Passing	Total Year of Experience	Mobile Number	Email id
1		Engagement Partner and Team Leader				
2		Audit team Seniors-1				
3		Audit team Seniors-2				

Annexure- VI

UNDERTAKING FOR NO CONFLICT OF INTEREST
(To be submitted on the letterhead of the Bidder)

To,

Project Director, AS-CFMS
Ground Floor, F Block, Finance Dept.
Janata Bhawan, Dispur, Guwahati-06

Madam/ Dear Sir,

1. We hereby certify that we have not been suspended or banned or de-listed or black-listed by any Government or Quasi-Government agencies or PSU's including AS-CFMS or any of its subsidiaries.
2. The bidder shall not engage, and shall cause their Personnel not to engage, either directly or indirectly, in any business or professional activities which would conflict with the activities assigned to them under this Contract.
3. If the bidder is found to be involved in a conflict-of-interest situation with regard to the present assignment, the AS-CFMS may choose to terminate this contract. In case of any change in the status of the above, any time hereinafter, we will immediately inform AS-CFMS of the same.

Signature of the Bidder with seal:
Dated this __day of ___ of 20__
Name of the bidder: -
Designation: -

Annexure- VII

Breakup of Expenses

(On letterhead of the Agency duly stamped and signed)

(To be quoted along with financial bid only, not with the technical bid. In case of default, the entire Bid shall be summarily rejected)

S. No.	Deliverable	Amount (INR)
1	Lumpsum fee charge towards services	
2	GST (@_____%)	
3	Sub total amount (S. No. 1+2)	

Note:

a) Prices quoted are in Indian Rupees only. The pricing should be as per the AS-CFMS requirement inclusive of all envisaged costs apart from GST. GST should be exclusive of the above cost and must be quoted separately.

b) **Quoted Price in the Financial Proposal of GeM Bid should be inclusive of all other charges (including GST) required for satisfactory completion of work as per scope of work and terms & conditions etc.**

c) Under no circumstances any extra cost/expense and additional taxes, duties, levies etc. shall be payable to the bidder by AS-CFMS unless such a tax, duty or levy has been newly introduced and notified by the Govt. post proposal submission date.

d) Normally applicable GST rate shall be same in case of all the proposals. However, in case of difference, the same will be taken as may be ascertained by AS-CFMS and will be acceptable to Bidder.

e) The rates shall be firm during the validity of the assignment. The fee once finalized shall not change in case sanctioned project cost is revised (increase or decrease) by lender due to any reason whatsoever.

f) The applicable taxes and surcharges shall be paid extra.

g) The estimate cost is already mentioned in the tender document. For quoting the fees for this assignment, the bidder is required to consider the estimated cost and the QCBS weightage assigned to this tender.