बिड संख्या/Bid Number: GEM/2026/B/8175494
दिनांक /Dated: 17-10-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	07-11-2026 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	08-11-2026 15:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Gujarat
विभाग का नाम/Department Name	Rural Development Department Gujarat
संगठन का नाम/Organisation Name	N/a
कार्यालय का नाम/Office Name	382011
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :gmit@glpc.co.in Buyer Email id: gmfinance@glpc.co.in
वस्तु श्रेणी /Item Category	Financial Audit Services - As per RFP, Review of Financial Statements, Financial Reporting Framework, Audit report; CA Firm, CAG Empaneled Audit or CA Firm
अनुबंध अवधि /Contract Period	3 Year(s)
पिछले 3 वित्तीय वर्षों का बिडर का न्यूनतम औसत वार्षिक वित्तीय टर्नओवर/Minimum Average Annual Turnover of the bidder (For the last 3 Financial Years)	30 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	5 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
टर्नओवर पात्रता मानदंड/Turnover eligibility criteria	To be verified by the buyer at the time of technical evaluation
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

बिड विवरण/Bid Details	
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (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
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	1
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
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	5400000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाईजरी बैंक/Advisory Bank	AXIS BANK LTD
ईएमडी राशि/EMD Amount	162000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	AXIS BANK LTD

ईपीबीजी प्रतिशत (%)/ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	40

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b).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.

(c).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

लाभार्थी /Beneficiary :
MD
GLPC Ltd, Block 18/3, Udhyog Bhavan, Sector 11, Gandhinagar.
(Glpc Nrlm Scheme)

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

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	No

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
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.
4. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

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

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	As per RFP , Review of Financial Statements , Financial Reporting Framework , Audit report
Type of Financial Audit Partner	CA Firm , CAG Empaneled Audit or CA Firm
Type of Financial Audit	Internal Audit
Category of Work under Financial Audit	As per RFP , Review system & processes , Internal Control over Financial Reporting , Bank Transactions , Treasury operations , Compliance with law & regulations , Governance of company , Compliance with contracts , Audit of financial statements , Internal control of financial , Investigating fraud
Type of Industries/Functions	As per RFP , Sales, Services and Revenue , Purchase & Procurement , Human Resource & Payroll , Operational & Administrative , Fixed assets, depreciation and amortisation , Payables , Receivables , Cash and Bank Balance
Frequency of Progress Report	As per RFP
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	As per RFP
State	NA
District	NA
एडऑन /Addon(s)	

विवरण/ Specification	मूल्य/ Values
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	Gadhiya Chetna Narendrabhai	382011,Gujarat Livelihood Promotion Company ltd. A Government of Gujarat undertaking, 18/3,Udhyog Bhavan, Gandhinagar, Gujarat	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 ATC**

   Buyer uploaded ATC document Click here to view the file.

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---

GLPC/Internal Audit/1/2026 October 17, 2026

Notice inviting Proposal from firm of Chartered Accountants for internal Audit work

Tenders are invited for hiring the services of a firm of Chartered Accountants for Internal Audit of Gujarat Livelihood Promotion Company Limited for Financial Year 2025-26 to 2027-28.

The tender document for hiring the said service is available on GEM website (www.gem.gov.in). For other details and queries contact the undersigned at: 079-23259220 | dir-fin-gsdma@gujarat.gov.in

The pre-bid meeting will be held on 21st October, 2026 at 13:00 hours at: 3rd Floor, Block No. 18, Udyog Bhavan Rd, Sector 11, Gandhinagar, Gujarat 382011. The technical bid must reach GLPC and the financial bid uploaded on www.gem.gov.in on or before 17th October, 2026 by 1700 hours. Technical bids will be opened on the next day at 17:00 hours.

Managing Director

Gujarat Livelihood Promotion Company Limited

Gandhinagar, Gujarat

Tender Document for hiring the services of a Chartered Accountant Firm for Internal Audit of Gujarat Livelihood Promotion Company Limited

Terms of Reference……

Background……

Objective..... ……..

Scope of Work..... ……

Terms & conditions..... ……

Evaluation criteria and other details of the tender process..... ……..

Commencement, Completion, Modification and Termination of the Contract.....

Payment of the Audit Fees:.. ..... ……..

Obligation..... ..... ……..

Confidentiality…… ……

Penalties…… ……

Annexure-A..... ……..

Annexure-B. ..... ……

Annexure-C..... ……

Annexure-D..... ……..

Annexure-E..... ……

Terms of Reference

Background

Gujarat Livelihood Promotion Company (GLPC) is the executive arm of Mission Mangalam, the implementation agency for NRLM. It has been registered under The Companies Act, 1956.

GLPC works through strategic partnership between large industries and Sakhi Mandals / Self Help Groups / Producer Groups / Service Groups / Collectives of the poor, through decentralized Micro Enterprise Ventures. The promoting companies / entrepreneurs redesign the process where intensive tasks as job-works are undertaken by Self Help Groups in their respective homes or villages as self-employment activities. Main objectives of GLPC are

- Empowering the Poor by organizing them into SHGs/Federations/other Collectives.
- Empower the poor through ensuring access to Financial Services.
- Augmenting existing livelihoods and enhancing incomes
- Explore livelihood opportunities through newer ventures in rural service sector
- Developing Inclusive Value Chains

Objective

GLPC intends to appoint a firm of Chartered Accountants for Internal Audit of Gujarat Livelihood Promotion Company Limited. Firms of Chartered Accountants meeting with the eligible criteria (See Annexure -A) are requested to submit their proposals on GEM portal (Technical and financial). EMD shall be submitted physically before the due date.

Data Sheet

Sr. no.	Particulars	Details
1.	Date of availability of RFP	Date: 17-10-2026
2.	Submission of Pre-bid queries	To be sent till 11:00 Hrs, Date: 19-10-2026 (before the pre bid meeting in word format via email to gmfinance@glpc.co.in)
3.	Pre-bid meeting	Date: 21-10-2026, 13:00 Hrs 3rd Floor, Block No. 18, Udyog Bhavan, Gandhinagar, Gujarat - 382011.
4.	Response to pre-bid queries	Will be uploaded on GeM portal
5.	Due Date(Online)	Date and Time: 07-11-2026, 15:00 Hrs
6.	Due Date(Offline/Hard copy)	Date and Time: 07-11-2026, 15:00 Hrs (EMD to be submitted in hard copy via only courier/ RPAD/ Speed Post only at GLPC, Gandhinagar on or before due date)
7.	Technical Proposal Opening Date	17:00 hrs on the next working day from closing of Bid.
8.	Financial Proposal Opening	To be communicated later to the technically qualified bidders
9.	EMD	EMD will be 3% of Tender Value in form of Demand Draft In Favour of " Gujarat Livelihood Promotion Company Limited" Payable at Gandhinagar.
10.	Contact Details	+ 91 79 2324 8512.
11.	Relevant Website/Portal	www.gem.gov.in
12.	Bid Validity Period	180 Days

Note:

1. In case of a holiday, the activity will then be carried out on the next working day.
2. In case of a corrigendum, the above activity will be carried out as per the corrigendum.
3. Kindly refer to the GeM website for the extension/corrigendum of the bid.
4. Queries/clarifications received after the period indicated in the data sheet will not be considered.
5. Bidders should submit all required documents online and offline as mentioned in RFP.

Scope of Work

1. Works & Transactions

a) Verification of cash book/ bank book and all the vouchers of receipts & payments:

- Is cash book maintained properly? Is cash on hand verified? Further, cash on hand should be verified daily with cash book. Le. physical balance of cash must tally with cash book which must be certified by Auditor on a daily basis
- All the receipts and vouchers must be verified with the cash book/ bank book
- All the receipts by cheques demand drafts shall be deposited in the banks on the next day
- All the vouchers should be approved by the Competent Authority
- Verify whether the vouchers passed are as per powers delegated to the respective heads and as per rules framed thereto. (If any deviation is found, please give your report on separate paper)
- Vouchers should be serially numbered
- Any corrections/ deletion/ addition noticed in the figures of the vouchers
- Verify authority for payments of vouchers
- Verify whether proper accounting treatment is given to receipt/ payment

b) Ledger scrutiny

c) Checking of Performa and provisional entries

d) Checking of important balance sheet statements like trial balances, groupings made of the trial balances, schedule of profit and loss account and balance sheet

e) Verification of statutory compliance of the contracts

f) Checking of reconciliation of control ledger with general ledger

g) Internal Auditor shall have to check the deduction and payment of statutory dues like Tax Deducted at Source (TDS) Professional Tax/ Provident Fund etc. is made as per the respective provisions of and returns have been filed timely as per the applicable timelines. In addition to the above, Internal Auditor would check and ensure the applicability and levy of Goods and Services Tax (GST) on the transactions or any other taxes as applicable

h) Internal Auditor shall have to check the TDS under GST and has to ensure that the returns under GST has been filed timely as per the applicable timelines prescribed under the GST Act

i) Periodic review meeting will be held at GLPC for discussion of Internal Audit observation and way forward. The Internal Auditor will have to remain present in the meeting with the relevant documents supporting the observations

j) Internal Auditor shall have to physically verify the stock lying at HO/ Implementing Agencies of concerned departments

k) Bank Reconciliation Statement (BRS):

- Frequency of preparation
- Verify all the reconciliation statements
- Outstanding cheques issued for more than 3 Months
- Any other debits raised by the banks accounted for in the cash book
- Verify the entries passed for returned cheques/ D.D.s. by the bankers.
- Cheque deposited with the bank but not credited by the bank with 3 months of deposit
- Verify original bank balance statements/ certificates with bank reconciliation statements. (If any corrections are made in certificates, verify it's correctness)

l) Internal Auditor should also verify the cases of payment/ advances to the party on account of various expenses/advances with respect to:

- Provision with regards to any item or items in the contract or amount
- Quantity, extra item and new works executed
- Payment in conformity with the rates approved
- The statutory and/or legitimate recoveries from the bills of the parties

m) Internal Auditor would check that deposit/ advance register is maintained properly and relevant entries from the cash book is made and final effect has been given in the books of accounts

n) Internal Auditor would check the Earnest Money Deposit (EMD) Bank Guarantee (BG)/ Insurance Policy register to ensure that the BG and/or Insurance Policy are renewed timely

o) Internal Auditor would check tendering/procurement activities and report on findings

p) Satisfactory hand-over to the newly appointed Internal Auditor after completion of the contract

q) Verification and confirmation of receipt of detailed bills in case where advances are paid. In case advances paid are not cleared due to non-submission of detailed bills, the same are to be commented upon by Internal Auditor with reasons and remedies, there to besides reporting responsibility of the officer for non-clearance of advance

r) Verification of Depreciation at the end of the year.

s) To conduct scheme audits of Centrally Sponsored Schemes such as NRLM, MKSP, SVEP, DDU-GKY, and R-SETI, submit the audit reports, and provide the audited Utilization Certificates (UTCs) for the respective schemes.

2. For District/Implementing Agencies

Detailed and in-depth audit of all the line departments, implementing agencies including their division and their sub-division & 34 Districts.

The following will be covered in the audit of District/Implementing Agencies:

a) Transactions are recorded based on the principles of accounting and are booked under proper accounts heads

b) Transactions are recorded after the approval of appropriate authority
c) Any purchase made by GLPC/ line department/ implementing agencies are recorded in stock register/ dead stock register as applicable
d) Verification of Running Account (RA) bills raised by the contractors under respective projects
e) Verification of BRS, statement of expenditure, compliances of payment of various taxes
f) Physical verification of cash on daily basis and fixed assets on monthly basis
g) Any other activities as instructed by GLPC, Govt. of Gujarat or from funding agency from time to time
h) Review of books of accounts on a monthly basis
i) Review of all bills/expenses and grant received by GLPC under for Mission Manglam, NRLM, MKSP, SVEP, R-Seti, DDUGKY, or any other projects from time to time
j) In addition to above, the following registers/ records/books/ compilations ledger will constitute the core of documents and Internal Auditor should ensure timely scrutiny of the same:

- Cash book
- Vouchers
- Cheque books/ Register of cheques
- Receipt books
- Advance register
- Deposit register
- Audit report
- Log book/ History Sheet
- Physical verification of stores files
- Stationery register
- Registers maintained for vehicles, computer, office equipment, current assets etc.
- Estimate register
- Muster roll register
- Works and works contract register and files
- Register of land acquired
- Library register
- Petty cash book
- Interest bearing security register/Bank guarantee register
- Fixed assets
- L.C Fund register
- Contractor ledger
- Establishment records
- All the payment vouchers
- Record regarding bank reconciliation with bank
- Monthly accounts

3. Records to be maintained as per GLPC's Operational Manual or as instructed by Controller of Accounts

4. Verification of accounts maintained in Tally

The following additional information may also be furnished with the audit report:

a) Specific remarks, para, or queries pertaining to books of accounts maintained

b) Overall comments upon the books of accounts.

5. Compliance and related activities

a) Ensure Compliances for Internal Audit queries from the auditee

b) Co-ordinate, follow up for the compliance at all the locations

c) Checking and verifying the relevant records to ascertain that compliance to Internal Audit queries/ report is complete in all aspects

d) Investigate into reasons for non-compliance by the auditee

e) To verify and comment on BRS compiled for various bank accounts

f) Audit of funds flow and funds utilization.

6. Other Services

As and when required by GLPC and /or District/Implementing Agencies, the Internal Auditor can be called upon to provide any additional services than those stated above for the smooth functioning of the projects

7. Monitoring Mechanism

The Internal Auditor will develop monitoring and supervision mechanism to ensure that the project/ assignments are progressing according to schedule. Any queries, observation or any problem noted, has be highlighted and reported immediately to GLPC for necessary corrective action. The Internal Auditor will ensure the periodical reports required by the GLPC and funding agencies are furnished timely.

The compliance report submitted by GLPC will be reviewed to ensure that issues raised in the report are satisfactorily resolved

8. System Improvement

The Internal Auditor will report to GLPC any discrepancies noticed in the existing procedures and suggest improvement. Any duplication of work noticed or unnecessary data noticed will be highlighted and reported to GLPC

9. Liaisoning

The Internal Auditor will liaison with the top management of the GLPC in periodical meetings to review the progress of the work and to ensure requirement of GLPC and Bank/Funding agency are fully met

10. Reporting:

The Internal Auditor shall report directly to Controller of Accounts, GLPC. Audit report shall be submitted half yearly basis before 15th of next month on completion of Six months. Any urgent or critical issues if necessary should also be separately reported to Controller of Accounts of GLPC as and when noticed.

The compliance of the report will be followed as per the GLPC's Operational Manual.

Terms & conditions

Eligibility of Applicants

- An Applicant may either be a partnership firm/ a limited liability partnership.
- An Applicant shall not have a conflict of interest that may affect the Selection Process or the Consultancy (the "Conflict of Interest"). Any Applicant found to have a Conflict of Interest shall be disqualified. In the event of disqualification, the Client will forfeit and appropriate the Bid Security as mutually agreed genuine pre-estimated compensation and damages payable to the Client for, inter alia, the time, cost and effort of the Client including consideration of such Applicant's Proposal, without prejudice to any other right or remedy that may be available to the Client hereunder or otherwise
- Any entity which has been barred by the Central Government, any State Government, a statutory authority, or a public sector undertaking, as the case may be, from participating in any project, and the bar subsists as on the date of the Proposal, would not be eligible to submit a Proposal either by itself or through its Associate.
- In case an applicant firm possesses the requisite experience and capabilities required for undertaking the Consultancy, it may participate in the Selection Process. The term applicant (the "Applicant") means the bidder. The manner in which the Proposal is required to be submitted, evaluated and accepted is explained in this RFP.

Minimum Eligibility Criteria

Sr. No.	Criteria	Requirements	Documentary Evidence
1.	Presence in Ahmedabad or Gandhinagar	Office in Ahmedabad/Gandhinagar since last 05 years	1. Certificate of Incorporation/ Partnership Deed/ Other relevant registration document 2. PAN 3. GSTIN
2.	Empanelment with CAG	The firm shall be empaneled with The Controller and Auditor General of India for last three years. (FY 2023-24, 2024-25 and 2025-26)	• Certificate of Empanelment
3.	Financial Capacity	Minimum average annual turnover of INR 30 Lakhs from services in the previous **two financial years**. (FY 2024-25 and 2025-26)	• CA certificate in the prescribed format • Audited Financial Statements
4.	Financial Threshold Capacity	Minimum average annual turnover of INR 15 Lakhs from Audit and attestation services in the previous **two financial years**. (FY 2024-25 and 2025-26)	• CA certificate in the prescribed format • Audited Financial Statements
5.	Firm Composition	No. of Partners: (1) There must be at least 2 CAs in the firm, out of which minimum 1 CAs must be the FCA. (2) If the CA is an employee of the CA firm, then he must be associated with the firm as an employee for at least one year.	• Copy of latest partnership deed / Firm card As a proof appointment letter, joining letter with one year old & latest salary slip shall be provided.

6.	Number of Employee in the Firm	The Firm must have Minimum number of 05 Paid Employees as on 30.09.2026. (Note: In terms of Employee, Article Clerk will not be consider as Employee of the Firm.)	• List of Employees along with Appointment Letter and Latest Salary Slip Certified by Firm.
7.	Profit	The bidder should not have suffered any financial loss during the previous two financial years. (FY 2024-25 and 2025-26)	CA certificate in the prescribed format Audited Financial Statements
8.	Blacklisting	Should not be blacklisted by any agency of the central government, Public Sector Undertaking or by any department of any State Government.	Self- certification. (False certification and/ or non-disclosure will lead to forfeiture of the EMD and disqualification from the evaluation process.)
9.	Relevant Experience	The firm must have experience of Internal Audit/Pre-audit/Statutory Audit of at least 01 GOG/GOI, Authority, Corporation, Nigam, Bank/Corporation, Society or Co-Operative Society, Government Granted Scheme, projects in the last 3 years (either ongoing/ completed) In case of Audit, Firm Must have completed Min. 01 Audit work of the Organization whose annual Turnover must be 100 Crore or more) Each Year assignment will be treated as separate assignment	1. For ongoing projects: Work Order/ Agreement/ CA certificate certifying payment received till date 2. For completed projects: Work Order/ Agreement/ CA certificate certifying 100% payment received
10.	Registered Office	Firm's registered head office should be in Ahmedabad/Gandhinagar for a minimum period of 05 years.	As a proof scan copy of firm card or ICAI/Institute certificate for the last 3 years.

Only those bidders will be technically evaluated who meet the Minimum Eligibility Criteria.

1. The audit fees payable to the firm will be as quoted in price bid, no further claims will be entertained

2. The firm shall carry out audit of implementing agencies at least once in quarter. An audit program should be submitted to GLPC before the 7 Days in Advance in which audit will be conducted.

3. The audit program submitted by the firm will be approved 5 days before commencement of audit. No deviation from audit program without prior written permission of the Controller of Accounts shall be made. The Controller of Accounts, GLPC reserves the right to issue directions for conducting audit and such directions shall be binding on the firm

4. The Controller of Accounts, GLPC or an authorized person shall supervise the audit by conducting surprise visits and Internal Auditor shall explain the audit procedures and findings if asked for during supervision

5. Some cases at the discretion of the Controller of Accounts, GLPC shall also be audited by GLPC's Audit Officer/ other firms. Internal Auditor shall be held responsible for any major irregularities unreported

6. Audit report should be prepared in 5 copies

- One copy each to be handed over to (a) Chief Executive Officer, GLPC, (b) Controller of Accounts & Audit Officer, GLPC, (c) Dy. Director, GLPC (d) Concerned Branch and (e) to be retained by auditors
- Report should be discussed with the head of the branch, and their views/explanations should be incorporated therein as a part of the report
- Audit report shall be sent to the concerned officers within half yearly basis before 15th of next month on completion of Six months.
- The audit report shall be drafted in simple language, to the point and substantiated with documentary evidence attached with

7. The compliances of the earlier report need to be verified by the firm before commencing the audit.

8. The firm appointed as an Internal Auditor of the GLPC shall not sub-assign the works of audit to any other firm/ agency.

9. Though this appointment is for Three-years, further continuance shall depend purely on the yardstick of yearly performance of the firm. The Controller of Accounts, GLPC reserves the right to cancel the assignment without assigning any reason in case it may deem fit.

10. The above conditions are not exhaustive. GLPC will have absolute right to revise/ abrogate/ include any conditions as per its requirement.

11. Periodic review meeting will be held at the Head Office of the GLPC in which the Internal Auditor shall remain present.

12. The Internal Auditor will not be eligible for payment of audit fee if the stipulations regarding

conditions for submission of reports are not fulfilled.

13. The Internal Auditor is required to give notice of one month notice to the GLPC in case of discontinue of the contract at any point of time

14. While visiting the audit place, the representatives of the audit team shall carry the letter of introduction duly signed by the senior most partner of firm.

15. Firm must be peer reviewed firm.

16. The CA Firm must be empaneled with C&AG.

17. GLPC may add any other scope not mentioned above but requires Internal Audit, as may deemed fit.

15.

Evaluation criteria and other details of the tender process

1. Bid Procedure

a) GLPC reserves all the rights to accept or not to accept the RFP

b) The whole process of tendering can be cancelled without giving any prior notice or information by the Director, GLPC

d) Any undue influence of any type may disqualify the bidder and the bid will be outright rejected

g) The technical bid will be opened and evaluated by a committee of the officers at the head office of the GLPC

i) EMD must reach to office of the Controller of Accounts 3rd Floor, Block No. 18, Udyog Bhavan Rd, Sector 11, Gandhinagar, Gujarat 382011 **hand delivered/ RPAD/ Speed post/ Courier to GLPC**.

j) This tender document shall be signed on each page and submitted back forming part of the Technical Bid

m) Firms will have to submit Earnest Money Deposit (EMD) of 3% of bid value (Non-Interest Bearing) in form of Demand Draft in favouring of "Gujarat Livelihood Promotion Company Limited - GLPC" payable at Gandhinagar.

n). The selected firm has to pay security deposit of 5% of contract value.

Preparation of Proposals

7.1. Technical Proposal

- Technical proposal must be submitted with an Index and accurate page numbering clearly mentioning the section heads that is refers to as per the RFP.
- CA Firms are requested to submit their proposal in English Language only. Any document such as work order, agreement if available in local vernacular should be substantiated by its English Translation duly attested by the Authorized Signatory. For evaluation, the English version will be referred to
- In preparing their proposal, CA Firms are expected to thoroughly examine the RFP Document, Material deficiencies in providing the information requested may result in rejection of a proposal.
- Applicants should note the Proposal Due Date, as specified in Data Sheet, for submission of Proposals. Except as specifically provided in this RFP, no supplementary material will be entertained by the Client, and that evaluation will be carried out only on the basis of Documents submitted. Applicants will ordinarily not be asked to provide additional material information or documents subsequent to the date of submission, and unsolicited material if submitted will be summarily rejected. For the avoidance of doubt, the Client reserves the right to seek clarifications in case the proposal is non-responsive on any aspects.
- The Technical Proposal should provide the following information using the attached Standard forms & Annexures as mentioned in the RFP
    - Core staff & Additional Staff, composition, and key attributes per requirements
    - Curriculum Vitae (CV) signed by the proposed staff or any authorized official of the Applicant (maximum 7 pages – double sided) for each core staff member
    - Project Experience
    - Comments and suggestions from the bidder

- In the event any averment made in the CV of a proposed staff is incorrect, such person shall be liable to be debarred for any future assignments of GLPC for a period of three (3) years. The award of the consultancy to the Applicant may also be liable to cancellation in such an event.
- For sake of bidding uniformity and transparency, the CA Firm must use the minimum specified personnel classifications/categories and durations for core staff. The actual staffing may vary depending on the scope of work for each year. The Client reserves the right to change or modify the core and additional personnel at any time.
- If any core staff proposed is not a permanent employee of the Applicant, a certificate from the core staff must be furnished mentioning his/her availability for the project.
- Failure to comply with or provide the above listed items in the Technical Proposal may result in disqualification.

- Technical Proposal shall be submitted with Bid Security Declaration as per the format of the RFP.
- The Technical proposal shall not include any financial information. Disclosure of financial information in technical proposal will render the bid disqualified.

7.2. Financial Proposal

- The technical and financial bids should only be submitted online as per the standard Financial proposal submission form prescribed in this RFP on or before the time stipulated in the tender notice.
- Any type of price should not be disclosed in physical documents otherwise bid will be rejected.
- While preparing the Financial Proposal, CA Firms are expected to consider the various requirements and conditions stipulated in this RFP document. **The Financial Proposal should be a lump sum Proposal inclusive of all the costs including all taxes including GST associated with the Assignment**. While submitting the Financial Proposal, the CA Firm shall ensure the following:

- All the costs associated with the Assignment shall be included in the Financial Proposal. These shall normally cover remuneration for all the personnel (in the field, office, etc.), accommodation, air fare, transportation, equipment, printing of documents, etc. The total amount indicated in the Financial Proposal shall be without any condition attached or subject to any assumption and shall be final and binding. In case any assumption or condition is indicated in the Financial Proposal, it shall be considered non-responsive and liable to be rejected.
- The Financial Proposal shall consider all the expenses and tax liabilities and cost of insurance specified in the draft contract, levies, and other impositions applicable under the prevailing law on the CA Firm, sub-CA Firm and their staff. For the avoidance of doubt, it is clarified that all taxes, including GST, shall be deemed to be included in the cost shown under different items of Financial Proposal. Further, all payments shall be subjected to deduction of taxes at source as per Applicable Laws.

- CA Firm shall express the price of their services (including break down of their costs) in Indian Rupees.

- The CA Firm may be subjected to local taxes (such as service tax, social charges or income taxes on non-resident foreign personnel, duties, fees, levies etc.) on amounts payable by the Client under the Contract. CA Firm must do their due diligence about the tax implications and Client will not be liable for any incident.

- The Proposals must remain valid for a period as specified in the Data Sheet. During this period, the CA Firm is expected to keep available the professional staff proposed for the assignment. The Client will make its best effort to complete contract signing within this period. If the Client wishes to extend the validity period of the proposals, it may ask the CA Firms to extend the validity of their proposals for a stated period. CA Firms, who do not agree, have the right not to extend the validity of their proposals.

2. Submission, Receipt and Opening of Proposals

8.1. Bidding process

- It is mandatory for all applicants to have Class-III digital signature certificate (with both Signing and Encryption Certificate) from any of the licensed certifying agency ("CAs") {Applicants can see the list of licensed CAs from the link for the link www.cca.gov.in} to participate in e-tendering.

- To participate in the submission of Bids against the RFP, it is mandatory for the Bidders to get themselves registered with www.gem.gov.in and to have user ID & password which has to be obtained by submitting an annual registration charge.
- If the Applicant has already registered with the www.gem.gov.in and validity of registration has not expired, then such Applicant does not require fresh registration

8.2. Format and signing of bid

- The Bidder shall provide all the information sought under this RFP. GLPC will evaluate only those Bids that are received in the required formats and complete in all respects.
- The Bid shall be typed or written in indelible ink and signed by the authorized signatory of the Bidder with an initial on each page. All the alterations, omissions, additions, or any other amendments made to the Bid shall be initialed by the person(s) signing the Bid.

8.3. Submission details

Documents shall be uploaded online on the portal within prescribed time limit as mentioned in the Data Sheet. EMD shall be submitted physically before completion of due date.

8.4. Opening of bids

- This will be a two-stage process. Online Technical proposal would be opened on the date specified in the summary table.
- Evaluation Committee will determine whether the Financial Proposals are complete in all respects, unqualified and unconditional, and submitted in accordance with the terms hereof.
- The cost indicated in the Financial Proposal shall be deemed as final and reflecting the total cost of services and should be stated in INR only.
- If the Successful Applicant does not sign the Contract agreement within 7 days of intimation or issue of LoA, the next ranked applicant shall be invited for Contract signing.

- The Client will notify Applicants who fail to meet minimum eligibility criteria about the same.
- No proposal shall be accepted after the closing time for submission of Proposals

3. Proposal Evaluation

9.1. Technical evaluation

9.2. As part of the evaluation the Technical Proposal submission for Applicants shall be checked for responsiveness in accordance with the requirements of the RFP and only those Proposals which are found to be responsive would be further evaluated in detail in accordance with the criteria set out in this RFP document.

9.3. Financial evaluation

- The Price bids of only technically qualified bidders would be opened for further consideration.
- Only fixed price financial bids indicating total prices for all the deliverables and services specified in this bid document will be considered.
- Any conditional bid would be rejected

Commencement, Completion, Modification and Termination of the Contract

1. Selected bidder shall submit bid security of 5% of contract value within 15 Days of acceptance of contract.

2. The assignment will be initially for three year (2025-26,2026-27,2027-28). However, the work order may be renewed for the Further year at the discretion of Controller of Accounts, GLPC satisfactory performance of the firm

3. Any influence of any type will lead to disqualification of the firm and the bid will be outright rejected

4. The whole process of the tendering can be cancelled/ modified/ altered/redefined without prior notice or information by the CEO or Controller of Accounts, GLPC

5. The contract can be terminated by GLPC at any time effective immediately.

Payment of the Audit Fees:

1. The payment of the audit fees will be made after getting the six monthly audit report & Approved by BOD.
2. The consolidated internal audit report for the six month will have to be submitted within Fifteen (15) days from the end of the six month
3. Firm will be paid audit fees as per the financial proposal submitted and accepted by GLPC. No other claims will be entertained
4. The Internal Auditor will not be eligible for payment of audit fee if the stipulations regarding conditions submission of reports are not fulfilled.

Obligation

Internal Auditor:

1. Firm has to depute adequate resources full time at GLPC based on quantum of work and deadlines

2. Firm cannot assign/outsource/sublet the work entrusted or sub contract in any manner what so ever, or any portion of it to any other firm

3. The Internal Auditor shall remain present during the review meetings and make presentations as and when called and no additional fees/ expenditure shall be paid for that.

Management of GLPC

1. During the Internal Audit, necessary records, space and infrastructure i.e. computer system, table etc. will be provided
2. GLPC shall issue all necessary instructions to concerned authorities and officers for successful and timely completion of this assignment.

Confidentiality

1. The Internal Auditors their partners or either of them shall not disclose any proprietary or confidential information relating project, the services, this contract or the GLPC's business or operations without prior written consent of the Controller of Accounts, GLPC

2. All reports and other documents prepared by the Internal Auditor shall be submitted to GLPC not later than termination or expiration of this contract;. The Internal Auditor may retain a copy of such report and documents but shall not use these reports and-documents for purpose unrelated to this contract without prior written consent of the Controller of Accounts, GLPC

3. The Internal Auditor has to undertake that all knowledge and information not within the public domain which may be acquired during the execution of the assignment shall be for all time and for all purpose, regarded as strictly confidential and held in confidence and shall not be directly disclosed to any person whatsoever, except with the prior written permission of the Controller of Accounts, GLPC

Penalties

If any member of the Internal Audit team or partner thereof is found guilty of gross negligence, lack of duty of care, misrepresentation and misstatement of facts, hiding the facts, falsification, undue delay in performance of duties, using or giving the details gathered during the audit assignment to other parties without permission of the GLPC, non-observation of instructions given by the GLPC, unauthorized retention of records of the GLPC, violating the terms and conditions of this assignment, un authorized changes in the records of the GLPC, including malafied practices or any other cognizable offence or breach, the firm will be punishable with any or all following consequences:

1. Removal from any other assignment with immediate effect/ from the date specified by GLPC

2. Deduction of percentage of fees as determined by the Controller of Accounts, GLPC and the Competent Authority

3. Ban from responding to any tender released by GLPC till the time as decided by the management of GLPC

4. Any other action deemed appropriate by Competent Authority of GLPC. The decision/interpretation in all/ any terms and conditions enumerated above and agreed upon by the Internal Auditor shall be final and binding on Internal Auditors without demure and any further recourse to any litigation/arbitration.

All Disputes will be subject to jurisdiction of Gandhinagar and Ahmedabad Authorities.

I have read all the terms and conditions mentioned above and same are acceptable to me and agreed.

Date: **Signature**

Seal of Office/Firm Partner **Name & Designation**

Annexure – A

Introduction	
Objective	
Scope, nature and coverage of audit	
Period covered	
Locations reviewed	
Work carried out	
Staff involved	
Level of coverage of all listed aspects	
Audit opinion as to the overall adequacy of the systems of internal Control	
Key findings	
Detailed internal audit findings	
Recommendations	
Responses on earlier set of recommendations and constraints faced	
An executive summary highlighting the critical issues preferably classified as per thematic area	

Date :-

Signature of C.A

Copy to :-

1. Controller of Accounts, GLPC
2. Concern Department (As mentioned in Name of Location above)

Annexure – B

Statement for Pre-Qualification Criteria

Details of the assignment handled as mentioned above shall be populated as per the format mentioned below :-

Sr.No	
Client Name	
Government/ Private client	
Donor funded (bilateral/Multi lateral)	
Year	
Sector	
Status (Ongoing / Completed)	
Value (In INR)	

Firm has to attach the proof of work undertaken in support of various eligibility criteria along with technical bid.

Details of the staff shall be populated as per the format mentioned below :-

Sr.No	
Name	
DOB	
Date of Joining	
Qualification	
Year of Passing	
Role & Responsibility	
Projects (Only Audit Assigments)	

List of Documents

1. Earnest Money Deposit of 3% of Tender Value in favor of "Gujarat Livelihood Promotion Company Limited" drawn on any bank specified in FD GR of DMO Branch payable at Gandhinagar.
2. A copy of Partnership Deed/ Firm Card
3. A copy of letter from ICAI institute mentioning Registration No and details of Partners as at October 01,2026
4. Copy of audited Financial Statements along with Audit Report & Tax Audit Report and copy of I.T Return/ GST Returns should be submitted for FY 2024-25 and 2025-26.
5. Copy of the work orders of Internal Audit/ Pre Audit carried out during last 3 years
6. A detailed profile of the Firm
7. List of the Staff with Name, Date of Joining, Qualification & Experience
8. Copy of GST Number of firm
9. Copy of PAN Number of Firm

Annexure – C

TECHNICAL BID FOR INTERNAL AUDIT

1. Name of Firm :
2. Registered Address :

3. Address for Branch Office

   (If Any)

4. ICAI Firm Registration No :
5. C & A. G Empanelment No.
6. Details of partners and full time employees (CA's Only)

Sr.No	
Name	
DOB	
Date of Joining	
Qualification	
Year of Passing	
Role & Responsibility	
Projects (Only Internal Audit/Pre Audit)	

7. Details of Other Staff

Sr.No	
Name	
DOB	
Date of Joining	
Qualification	
Year of Passing	

Role & Responsibility	
Projects (Only Internal Audit/Pre Audit)	

8. Total Turnover of Last 3 (Three) years

Year	Turnover (in Rs)	Profit after Tax (PAT) (in Rs)

9. Experience general..... Year (From Date of Registration)
10. Experience of audit of Govt. undertaking (Govt. of Gujarat Undertaking and Govt. of India Undertaking) No. of assignments handled in last 3 (Three) years till March 31,2026 (either completed/ ongoing)

Sr.No	
Client Name	
Government/ Private client	
Donor funded (bilateral/Multi lateral)	
Year	
Sector	
Status (Ongoing / Completed)	
Value (In INR)	

(Please attach work orders and completion certificate ate in each case)

Note :

1. Government undertaking includes all government departments, Board, Corporations & Nigams
2. The above assignments of expenditure included only Pre Audit and Internal Audit

Certificate

I/We undersigning hereby certify that all the information mentioned above is true and correct.

Date : Signature

Seal of Office/ Firm Partner Name & Designation

Annexure –D

Commercial BID FOR INTERNAL AUDIT

(to be uploaded on www.gem.gov.in)

1. Name of Firm : ----------
2. Registered Address : ----------

   ----
3. Address for Branch Office : ----------

   (If Any) ----------

   ----
4. ICAI Firm Registration No.: ----------
5. We agreed to work assigned as per the tender form at fee of Rs. ----------

Particular	Amount
Internal Audit Fees	
(Rupees in Words) : ----------	

Notes :

1. The above fee is inclusive of out of pocket expenses and applicable taxes

Date : Signature

Seal of Office/ Firm Partner Name & Designation

Annexure –E

CERTIFICATE

(To be Submitted on letter head of the firm duly signed by the partner of the firm)

I undersigned _____on behalf of M/s _____ hereby certify that all the information mentioned above is true and correct.

Further declare that the Firm have never been issued notice for failure to submit deliverables and cancellation of work order, forfeiture of EMD, etc. by any government and / or semi government entities. And have not been barred from appointment by any government and / or semi government entities. Further, we declare that firm not been barred from appointment by any government and / or semi government entities.

Date:

Seal of Office/firm

Sign:

Name:

Designation :

Membership No. :