



NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED

(A GOVT. OF INDIA ENTERPRISE) CORPORATE OFFICE

PLOT NO.67-68, SECTOR-25, FARIDABAD, HARYANA-121004, INDIA

Tender Notice No.: Cost Audit/2015-16

Dated 26/08/2015

Sealed tender are invited in two parts (Part-I, Techno-Commercial Bid and Part-II, Price Bid) from Cost Accountant Firm as per section 148 of the Companies Act, 2013; for conducting Cost Audit of the Cost Accounting Record of all unit / Zone /CO of NPCC Ltd,(list attached) for Year 2015-16.

Last date of submission of the tender is 15/09/2015 (14:00HRS) at NPCC Corporate Office, Plot no.67-68 Sector-25, Faridabad Complex Haryana-121004.

Dy. General Manager (Finance)-II

INTRODUCTION:

NPCC Ltd. is a Public Sector Undertaking under the control of Ministry of Water Resources, Govt. of India. It is a pioneer Construction Company of India, having 15 Zonal Offices/ 107 Units (list enclosed) in all over India and Corporate Office at Faridabad, Haryana. It was incorporated on 9th January, 1957 and having turnover of Rs. 1108 crore for the year 2014-15.

Our Company is in the process of appointment of Cost Auditor for Cost Audit and XBRL Filing of Cost Audit for the Financial Year-2015-16.

Interested Cost Accountant Firms are requested to submit their offers.

DOCUMENT CONTROL SHEET

Tender Number & Date	Cost Audit/2015-16 Dated 26/08/2015
Type of Tender (Two Bid)	Two part bid (2 envelopes)
EMD	INR 5000.00 (Five thousand only)
Mode of payment	Banker's cheque /Demand Draft in favour of National Projects Construction Corporation Limited payable at Faridabad of Nationalized /scheduled bank in India shall be annexed with Technical Bid .
Closing date and time for receipt of tenders	15/09/2015 at 14.00PM
Date and time of opening of Technical Bid	15/09 /2015 at 15.30PM
Place of opening of tenders	NPCC Ltd. Plot no.67-68,Sector-25,Fardabad-121004

SELECTION AND APPOINTMENT OF COST AUDITOR

1. Eligibility criteria for appointment:

- (I) The Cost Accountant Firm must have minimum 5 years experience of Cost Audit of PSUs engaged in construction activities or public limited companies having more than Rs 500 crore turnover.
- (II) Cost Accountant Firm must be holding valid Certificate of practice issued by Institute of Cost Accountants of India.
- (III) Certify that the appointment is read with section 139,141 & 148 of the Companies Act, 2013.
- (IV) No conditional offer will be considered.

2. The detailed information about the Cost Accountant Firm is to be submitted in Part-I attached along with a declaration with the bid.

For the selection of Cost Accountant Firm for appointment on the basis of the above details, Management's discretion shall be final and shall have the right to reject or accept any prospective applicant without assigning any reason whatsoever.

Interested Cost Accountant Firm may send their application forms along with the Tender documents mentioned above, so as to reach this office latest by 15/09/2015 up to 14:00 Hrs, addressed to Dy. General Manager (Finance)-II, NPCC LTD, Plot no.67-68, Sector-25, Faridabad, Haryana-121004.

Scope of Work:

- (I) Cost audit of 2015-16 is to be conducted in accordance with Notification No. F.No.GSR 425(E) dated 30th June 2014 as issued by Govt. of India, Ministry of Corporate Affairs and in adherence to the relevant orders/clarification as issued from time to time by Cost Audit Branch, Ministry of Corporate Affairs, Govt. of India and the Cost Accounting Standards issued by the Institute of Cost Accountants of India.
- (II) All formats as required are to be certified for 2015-16.
- (III) Assist the Zones/Units in preparing the cost records.

4. Audit Fees:

- (i) Cost Accountant Firm is required to quote the audit fees for Cost Auditing for the year 2015-16 excluding the service tax.
- (ii) Service tax shall be paid as applicable on furnishing of the valid Service Tax No. and Documents.
- (iii) No TA/DA will be quoted. Actual TA/DA will be paid as per following policy of the Corporation as applicable to Statutory Auditor subject to maximum of 50% of the audit fees quoted at sl.no.(i)

**DAILY ALLOWANCE AND HOTEL CHARGES PAYABLE ON TOUR TO AUDITORS
FOR ACCOUNTS AUDIT AND TAX AUDIT FOR THE FY 2012-13 ONWARD**

AUDITORS	MODE OF TRANSPORT							COMPOSITE ALLOWANCE		
		A+A1 Class Cities		B1+B Class Cities		Other Cities		A+A1 Class Cities	B+B1 Class Cities	Other
			HOTEL		HOTEL		HOTEL			
		D.A.	CHARGES	D.A.	CHARGES	D.A.	CHARGES	COMPOSITE ALLOWANCE		
1		2(A)	2 (B)	3 (A)	3(B)	4(A)	4(B)	5(A)	5(B)	5(C)
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
PARTNER (equivalent to GM/JGM)	BY AIR, AC II TIER, AC DELUXE BUS, LOCAL JOURNEY BY TAXI	460	2813	420	2250	330	1400	660	500	440
QUALIFIED Cost Accountants (equivalent to DGM)	BY AC II TIER, AC DELUXE BUS, LOCAL JOURNEY BY TAXI	460	1875	330	1500	270	938	660	500	440
ASSTT./ ARTICLE (equivalent to officer below DM)	BY AC II TIER, DELUXE BUS, LOCAL JOURNEY BY TAXI	400	1125	280	900	240	563	550	460	410

NOTE:

- DAILY ALLOWANCE (D.A.) INCLUDES BOARDING AND OTHER EXPENSES DURING TOUR.**
- TRAIN / BUS TICKET AND TAXI BILL MAY BE ENCLOSED WITH TA BILL**

5. Submission of Report:

Cost Accountant Firm will start conducting the job as per intimation by the Corporation and will submit the draft report to DGM (F)-II NPCC Ltd. within prescribed time as laid down in the Act from the close of the Financial Year.

6. Other Terms & Conditions:

The appointment of auditors is subject to the following declarations:

Cost Accountant Firm must not sub-contract the work;

Cost Accountant Firm will work in strict confidence and will ensure that the information in respect of the operation of the Area/Unit is dealt in strict confidence and secrecy. A Certificate towards maintaining confidentiality to be provided by the Cost Auditor before Commencement of audit.

No partner of the Cost Accountant Firm is in any way a related party as per section 2(76) or a relative within the meaning of section 2(77) of the Companies Act, 2013;

Neither the Cost Accountant Firm nor its partners or Associates have any interest in the business of Corporation;

The Cost Accountant Firm will be required to issue Certificate of Independence;

The Cost Accountant Firm shall have give certificate to ensure that it does not violate the limits on number of audit specified under the Companies Act, 2013.

The Cost Accountant Firm shall be free from any disqualification under the Companies Act 2013

The Cost Accountant Firm / partners holding certificate of practice issued by Institute of Cost Accountants of India are in whole time practice.

The Cost Accountant Firm shall undertake that data given to the Auditor by **NPCC** and any information generated from the data provided shall not be used by the Auditor for any other purpose.

The Cost Accountant Firm will be debarred from getting, in future, the Cost audit of **NPCC** if:

- I. The Firm obtains the appointment on the basis of false information/false statement.
- II. The Firm does not take up audit in terms of appointment letter.
- III. The Firm does not submit the audit report, complete in all respect in terms of Appointment.
- IV. The Firm violates any of the stipulations under clause as above.

The offer should be submitted strictly as per the terms & conditions laid down in the document. Application documents duly sealed and signed are to be submitted as a token of acceptance of all terms and conditions. All envelopes must be sealed and super scribed with the Tender No. & date mentioning "**Appointment of Cost Accountants Firm**". The name and address of the Firm must be indicated on the envelope. Technical Bid & Financial Bid should be enclosed / submitted in separate envelope & both the envelopes should be enclosed in a bigger envelope.

Tender may be submitted on or before 15/09/2015 by 2.00 PM at the office of the DY. General Manager (Finance)-II, Corporate Office Faridabad (Haryana) or sent by Speed Post/Registered AD to the above address. NPCC however do not responsible for loss of application in transit. Tender sent through Telegram, Telex, Fax or E-mail will not be considered. Technical Bid will be opened in the presence of the bidders or their representative at 03:30 P.M. on 15/09/2015

Tender received at **NPCC** as stated above after due date and closing time of submission of Tender shall not be considered. Any Tender received late due to any reason whatsoever will not be accepted.

Jurisdiction of Courts: Any dispute arising out of or in respect of the contract will be subjected to the jurisdiction Faridabad, Haryana.

Disclaimer: NPCC reserves the right to accept or reject any or all tenders and to request additional submission or clarification from one or more Applicant(s) at any stage or to cancel the process entirely without assigning any reason.

Cost Accountants Firm shall be asked to be present at Board Meeting of the Company when the board so required.

EMD should be kept in a separate envelop and enclosed with Technical Bid.

Bidder has to enclose Demand draft of Rs.5000/- in favour of National Projects Construction Corporation Limited payable at Faridabad of Nationalized /scheduled bank in India as EMD with Technical bid.

The financial bid of only those tenders will be opened whose technical bids will be found in order.

In case date of opening/closing the tender happens to be holiday, the same will be considered on the next working day at same time.

The fee may be quoted in lump-sum excluding of service tax which will be paid as applicable. However the bidder will be solely responsible for deposition of service tax to the respective Government Authority under his liability.

The payment will be made against bill / invoice after the completion of job/work / submission of Cost Audit Report and approval by Board.

The tenderers shall submit their personal profile along with tender/quotation on prescribed tender form attached therewith and **if found un-satisfactory, the tender documents so received shall be rejected.**

EMD shall not be accepted by cheque / cash. It should be in the form of Demand Draft, payable in favour of **National Projects Construction Corporation Limited**, payable at Faridabad (Haryana). Tender documents without submission of EMD will be summarily rejected.

After finalization of bids EMD of unsuccessful bidders will be refunded. The bidders are requested to provide the Bank Details i.e. Name and Address of the Bank/Branch Bank Account Number and IFSC Code and a cancelled cheque. EMD of successful bidders will be retained as initial security deposit and shall be refunded with the audit fee for the year 2015-16.

The bidder shall bear all costs associated with the preparation and submission of the bid, attending bid meetings and visiting sites, if required and or any other locations in connection with bidding and NPCC Ltd will in no case be responsible or liable for these costs regardless of the conduct or outcome of the bidding process.

Bids submitted by bidders shall remain valid for the acceptance of NPCC for a period of 90 days from the date of opening of the technical bids.

7. Financial Bid:

Cost Audit Fees for the year 2015-16 should be quoted in the Financial Bid sealed in separate envelope (envelope 2) and attached at Part – II excluding of Service Tax. Service Tax will be paid as extra, if applicable.

8. Submission of Offer:

The Tender documents complete in all respect shall be submitted in 2 (two) parts i.e. **Part-I (Technical Bid)** comprising profile, credentials, EMD and signed copy of tender document as token of acceptance of conditions) and **Part – II (Financial Bid)** sealed in 2 (two) separate envelopes clearly Superscribing **“TECHNICAL BID”** & **“FINANCIAL BID”** on the respective envelopes. Both the Bids i.e. Technical Bid and Financial Bid shall be sealed in a 2nd separate envelope with complete tender details superscribing Tender No. & Date, Name & Address of the Bidder.

TECHNICAL BID PART – I
PROFORMA FOR SUBMISSION BY TENDERER



Sr. No	Particulars			
1	Name of the Cost Accountants Firm			
2	ICAI Registration Number of Firm			
3	Year of establishment			
4	Complete Postal Address with PIN Code of the Head office and Branch office of the Firm (Branch office will be treated as per certificate of the Institute).			
5	Contact details: Address of the Firm with the following details (Branch office will be considered as per details available in the certificate of practice): i) Phone No(s) ii) Mobile No(s) iii) FAX No(s) iv) E-mail ID(s)			
6	Details of Cost Accountant Partners: a. Number of Partners. b. Names of Partners (please state ICAI Membership Number and year of starting Practice against each). c. Details of Cost Audit experience of the Cost Accountant Firm . Name and Location of Major Clients for Cost Audit Assignments. (Copies of the appointment order with signature of the issuing authority to be enclosed).			
6 A	Documents supporting experience in PSU in construction sector or companies having turnover of Rs 500 crore or more.			
7	PAN of the Firm			
8	Service Tax Registration Number			
9	Bank Account Number with details of Name of the Bank, Branch Address, Bank Code, IFSC Code MICR. One cancelled cheque to be enclosed.			
10.	Details of EMD DD should be submitted in favour of “ National Projects Construction Corporation Limited payable at FARIDABAD(Haryana) EMD (INR 5000) (Rupees Five Thousand Only).	Amount	DD no. & Date	Name of the issuing bank

11. Declaration:

I /We hereby certify that:

- (a) **All partners whose names are mentioned at point no. 6 above are whole time partners in the Firm .**
- (b) We do not violate the limits specified under the Companies Act, 2013.
- (c) All information and attachments submitted in this application are correct and true to the best of my/ our knowledge.
- (d) I / We are aware that any false information provided herein will result in rejection of the application and suspension of registration.
- (e) I / We hereby accept all terms & conditions of the Tender Document

Signature of the bidder with seal

Place :

Date :

Note:

1. Documentary evidences of all the information as stated above are to be furnished along with the offer.
2. All the pages of the terms & conditions and documents submitted are to be signed and affixed with the seal of the Firm .

FINANCIAL BID Part II
(To be submitted in separate envelope)

Date:

Sub.: Cost Audit of NPCC LTD. for the financial year 2015-16.

Name of the Bidder & Address:

I / We have read all terms and conditions of the Tender carefully and hereby offer / quote our price for Cost Audit Fees for the Financial year 2015-16 Rs. _____ (Rupees in words _____) exclusive of service tax*.

*(Service Tax will be paid extra as applicable.)

Signature of the bidder with seal

Place :

Date :

Zonewise details of units as on 31.3.2015

SI	SI	Zone	Code	Unit
		OZO BHUBANESHWAR		
1	1	OZO	501	OZO WTCER BHUBNESHWAR
2	2	OZO	502	NALCO B TYPE QTR
3	3	OZO	503	TALCHAR STPP/IB Bridge
4	4	OZO	512	RSTPP/SIMHADRI
		BIHAR		
5	1	BIHAR	831	SO PATNA
6	2	BIHAR	832	LNB PATNA
7	3	BIHAR	833	GOPALGANJ/CHAPRA
8	4	BIHAR	834	MANDAL
9	5	BIHAR	835	KAHALGAON
10	6	BIHAR	836	DEHRI-ON-SONE
11	7	BIHAR	837	CCRUM PATNA
12	8	BIHAR	839	MANSI RLY. WORK
13	9	BIHAR	847	LNJP BIHAR
14	10	BIHAR	844	BZO / PMGSY PATNA
15	11	BIHAR	848	IGNOU PATNA
		INDEPENDENT UNIT (BALANCE SHEETS) at CO		
16	1	CO	101	CORPORATE OFFICE
17	2	CO	351	CLOSED FOREIGN UNIT IRAQ
18	3	CO	352	CLOSE UNITS AT CO
19	4	CO	353	REGL STORE FARIDABAD
20	5	CO	354	CLOSE COMPLEX FARIDABAD
21	6	CO	424	ER&SR CALCUTTA
		EASTERN ZONE		
22	1	EZO	401	EZO / SO CALCUTTA
23	2	EZO	404	CLS UNIT CALCUTTA
24	3	EZO	407	FARAKKA WORKS
25	4	EZO	418	TEESTA - I
26	5	EZO	425	BONDEL GATE
		JHARKHAND		
27	1	JHAR	428	JHARKHAND CLOSED (BDRLetc)
28	2	JHAR	841	JHARKHAND ZO RANCHI work
		NCR DELHI		
29	1	DELHI	313	PUSA/MUNIRKA
30	2	DELHI	323	NEW PUSA
31	3	DELHI	337	CRPF VASANTKUNJ
32	4	DELHI	339	BTPS BADARPUR
33	5	DELHI	301	DELHI ZO (PATEL CHEST)
34	6	DELHI	362	DMRC/JALAWAR/FCI KOTA

		NORTHERN		
35	1	NZJ	321	SALAL PH/TRT/KANGAN/ CHAMERA/B'SIUL/CBM
36	2	NZJ	357	KONKAN RLY T-3/T-5
37	3	NZJ	363	INDO CHINA BORDER
38	4	NZJ	366	Kashmir university
		NEZ(C) SHILLONG		
39	1	NEZC	618	NEZ (CENTRAL) SHILLONG
		NEZ(S) SILCHAR		
40	1	NEZS	602	NEZ (SOUTH) IBBW SILCHAR
41	2	NEZS	612	NES-I (ADC)/ Liason Office Agart
		NEZ(W) GUWAHATI		
42	1	NEZW	603	NEZ (WEST) GUWAHATI
43	2	NEZW	617	DOLAITHABI BARRAGE
44	3	NEZW	620	CHF PASIGHAT
		CHATISGARH / SIPAT ZONE		
45	1	CHATISH	802	RAIPUR/GGDU
46	2	CHATISH	803	SIPAT UNIT
47	3	CHATISH	804	RANI AVANTIBAI
48	4	CHATISH	810	CHATTISH GARH ZONE
49	5	CHATISH	811	BARODA WORKS
50	6	CHATISH	819	CLS UNITS NAGPUR
		SZO BANGALORE (change)		
51	1	SZO	204	KANCHEEPURAM BRIDGE
52	2	SZO	251	SZO BANGLORE
53	3	SZO	252	CRIW NAGAMANGLAM
		NORTHERN (WEST)		
54	1	NORTH(W)	704	HATHIARI
55	2	NORTH(W)	705	MANERI BHALI
56	3	NORTH(W)	710	NORTHERN (WEST), Dehradun
57	4	NORTH(W)	711	I.D. unit Sitarganj
		UP ZONE		
58	1	UP	300	ZO LUCKNOW
59	2	UP	303	FCI WORKS
60	3	UP	305	SHARDA SAHAYAK
61	4	UP	309	CCRUM LUCKNOW
62	5	UP	315	CRIH NOIDA
63	6	UP	318	PMGSY HARDOI
64	7	UP	324	PNB LUCKNOW
65	8	UP	325	PANKI WORK
66	9	UP	326	PMGSY CHITRAKOOT
67	10	UP	327	PMGSY MAHOBA
68	11	UP	328	PMGSY LALITPUR
69	12	UP	330	VCHP VINDHYACHAL
70	13	UP	336	KHAJURAHO RLY WORK

71	14	UP	340	PTPP PARICHHA
72	15	UP	341	MAP JHANSI
73	16	UP	345	TL BAREILLY
74	17	UP	355	AGRA WORKS
75	18	UP	356	PAW MORADABAD
76	19	UP	360	PLW / FBW NOIDA
77	20	UP	364	ESI Varanasi
78	21	UP	365	ESI Agra
79	22	UP	367	P & SIND BANK NOIDA
80	23	UP	369	ESI LUCKNOW
		WESTERN ZONE		
81	1	WESTERN	310	TIGRA/PHE WORK
82	2	WESTERN	342	SGTPS BIRSINGHPUR
83	3	WESTERN	800	BHOPAL ZONE
84	4	WESTERN	805	BANSAGAR / REWA
85	5	WESTERN	806	BANSAGAR SPILLWAY
86	6	WESTERN	812	JOBAT DAM
87	7	WESTERN	813	HRC INDRA SAGAR
88	8	WESTERN	820	JHABUA WORKS
89	9	WESTERN	821	MSEB PARLI
90	10	WESTERN	822	PARAS STPP
91	11	WESTERN	846	WZO MUMBAI