



## RAJASTHAN STATE MINES & MINERALS LIMITED

(A Government of Rajasthan Enterprise)

Corporate Office: 4, Meera Marg, Udaipur - 313 004, Rajasthan, INDIA

URL: [http:// www.rsmm.com](http://www.rsmm.com)

CIN U14109RJ1949SGC000505

GSTIN 08AAACR7857H1Z0

No. RSMML/CO/F&A/Audit/2018/

Date : 5.11.2018

### Enquiry for Internal Audit

Offers are invited from CA/CMA firms fulfilling the below mentioned eligibility criteria to conduct internal audit of the operations of RSMML as per the details given below and the indicative scope enclosed herewith, for the financial year 2018-19.

#### 1. About RSMML

Rajasthan State Mines & Minerals Ltd is a premier company of Government of Rajasthan, having a turnover of around Rs. 1000.00 cr from mining and sale of various minerals and electricity generation from wind farms and solar plant. The operations of the Company are divided into four mineral based Strategic Business Units & profit Centres (SBU & PC), namely, SBU & PC-Rockphosphate, Jhamarkotra, Udaipur, SBU & PC-Lignite, Jaipur, SBU & PC-Gypsum, Bikaner and SBU & PC-Limestone, Jodhpur. The Corporate office is located at Udaipur (Rajasthan). The mines pertaining to SBU-Rockphosphate are located around Udaipur, those pertaining to SBU-Gypsum are spread over various locations in western Rajasthan, pertaining to SBU-Lignite at Barmer & Nagaur and pertaining to SBU-Limestone at Jaisalmer, Gotan & Bhinmal. The work of excavation of minerals at SBU-Rockphosphate is carried out through contractor as well as through our own staff and own machinery. The excavation work at all other SBUs is carried out on contract basis.

#### 2. Brief of audit

The Company wishes to appoint internal auditors to carry out the audit of all the operations of its SBUs and Corporate Office, including the wind farms and solar plant, as per the scope of audit enclosed (annex 7). The scope is indicative and may undergo changes as and when required. The audit is to be conducted for the year 2018-19 in two phases, i.e., April 2018 to Sept.2018 and Oct. 2018 to March 2019.

#### 3. Eligibility Criteria:

The eligibility criteria is as follows:

1. Partners: The firm should have at least eight partners
2. Staff/articles: The firm should have at least twenty five staff/articles.
3. Existence: The firm should be in existence for at least ten years as on 01.04.2018.
4. Experience: The firm should have conducted at least two internal audits of PSU/private company(s) engaged in mining or manufacturing activities having turnover of minimum Rs. 100 crore or more, during preceding five years, i.e., from 2013-14 to 2017-18.
5. HO/Branch: The firm should have its head office or branch office

in Jaipur or Jodhpur or Bikaner or Udaipur  
in Rajasthan prior to 01.04.2018.

#### **4. Remuneration**

The remuneration, to be quoted in annexure 5, should be for whole year and excluding GST. The applicable GST is to be mentioned separately in the proforma for remuneration.

The company will reimburse the expenses on travelling and stay at actuals for to & fro journeys from its office in Rajasthan only, subject to ceilings prescribed from time to time. DA is also admissible as prescribed from time to time. The present rates for reimbursement of travel & stay expenses and for DA is enclosed (annexure 6).

It is estimated that to complete the audit work under both the phases described above, on an average a total of around 625 mandays are required. Also, the audits of all the SBUs & Corporate office will have to be undertaken simultaneously to complete the audit in a time-bound manner.

The bidder should take into consideration the above factors while quoting remuneration.

#### **5. Payment**

The agreed fees will be paid equally on completion of the audit and submission of reports for each phase, after receipt of bills for the same. The bill(s) for travel and stay will also be reimbursed for each phase on completion of audit & submission of reports.

#### **6. Bid security**

Bid security or Earnest Money of Rs. 12000/- would be required to be submitted in the form of DD in favour of RSMML, payable at Udaipur.

The bid security of unqualified bidders will be refunded forthwith. The bid security of qualified but unsuccessful bidders will be refunded on submission of SD and commencement of work by the successful bidder. The bid security of the successful bidder will be reimbursed on submission of SD.

The bid security of the successful bidder will be forfeited in case of non-commencement of work in prescribed period or abandoning the work midway or on breach of any terms & conditions of the assignment.

#### **7. Security Deposit**

Security Deposit of 10% of yearly remuneration will have to be submitted by the successful bidder, within fifteen days of receiving letter/fax/e-mail of acceptance of offer. The SD will be in the form of DD in favour of RSMML payable at Udaipur.

The SD will be refunded within one month from the date of completion of entire process of audit, i.e., that is after giving presentation in the audit committee meeting to be held for acceptance of annual accounts of the company

The security deposit will be forfeited in case of abandoning the work midway or on breach of any terms & conditions of the assignment.

## **8. Penalty**

### **Non-commencement**

If the successful bidder doesn't commence the work within the time prescribed by the Company, a penalty per day of 0.5% of total remuneration will be imposed & recovered from any payable amounts to the successful bidder, subject to maximum 5%, separately for each half year, whereafter RSMM may terminate the assignment & forfeit the SD, or may get the work carried out through any other agency at the risk & cost of the successful bidder.

### **Abandoning the work**

After the commencement, the audit will have to be continued till completion. If any break is required, it should be on mutual consent. If the audit is discontinued without mutual consent and not resumed within 7 days, RSMM will impose a per day penalty of 0.5% of total yearly remuneration subject to maximum of 5%, separately for each half, whereafter RSMM may terminate the assignment & forfeit the SD, or may get the work carried out through any other agency at the risk & cost of the auditor.

GST on above penalty will also be borne by the auditor.

**9. RSMM reserves the right not to assign the work to L1 bidder** if it considers the remuneration quoted to be non-workable and may assign the same to L2 or L3 and so on whose quoted remuneration is found to be workable.

In case your firm fulfills the above eligibility criteria and you are willing to undertake the aforesaid internal audit, you may send your offer giving details as per annexure 1 to 4, alongwith required supporting documents, and desired remuneration as per annexure 5 in sealed envelop superscribed "Offer for Internal Audit".

Your sealed offer may reach us latest by 19<sup>th</sup> Nov.2018- till closing hours (6.00 pm) at the following address:

DGM(F&A)  
Rajasthan State Mines & Minerals Ltd.  
4, Meera Marg  
Udaipur-313001  
For any queries, may please contact the undersigned on mob. 9413300436  
e-Mail –rajeevlodha61@gmail.com.

DGM(F&A)

Encl: Annexures 1 to 7