

**AAVANTIKA GAS LIMITED**

(A JOINT VENTURE COMPANY OF GAIL & HPCL)

CITY GAS DISTRIBUTION PROJECT IN INDORE,
UJJAIN, PITHAMPUR & GWALIORREQUEST FOR QUOTATION
APPOINTMENT OF COST AUDITOR

RFQ No.: AGL/F&A/APPOINTMENT OF COST AUDITOR/06/2023

OPEN COMPETITIVE BIDDING**ISSUE DATE: 12.06.2023****Important Dates**

Date of Start for Manually Submission of RFQ at AGL HO	12/06/2023
Last Date & Time of Submission of RFQ	27/06/2023 up to 15.00 Hrs
Date & Time of Opening of Priced Bid	27/06/2023 up to 15.30 Hrs

RFQ (Pages 1 to 3) along with Annexure-1 (SOR):

Prepared By :

Reviewed By :

Verified By :

RFQ for Appointment of Cost Auditor

Aavantika Gas Ltd. (AGL) is a Joint venture of GAIL & HPCL for implementation of City Gas projects in Indore, Ujjain, Pithampur & Gwalior for transportation, industrial, commercial and domestic consumers.

1. SCOPE OF WORK:

The brief scope of work of Cost Auditor for Three (03) Financial Years (2023-24, 2024-25, 2025-26) are as follows:

- Audit the Cost Record as per provision of company act & submit the reports.
- Prepare and File XBRL format of report.
- Complete all documentational formalities related to compliance to cost audit.

PAYMENT TERMS:

Fee will be paid on annual basis after submission of invoice duly certified by Officer-In-Charge.

2. BID EVALUATION METHODOLOGY:

- I. Only Cost Accountant Firm / Proprietary Cost Accountant firm will participate.
- II. Bidders who have quoted the lowest fee (including out of pocket expenses, XBRL fees and taxes) will be awarded the assignment of cost audit for 3 years for the period of FY 2023-24, 2024-25 and 2025-26.
- III. If the quoted fee of two or more bidders are the same, the bidder who have more number of partners will be considered.
- IV. If the number of partners are also the same, the firm who has the oldest establishment will be considered.
- V. Quoted fees for 3 years cost audit should not be less than the minimum prescribed (Rs. 62,100 per annum excluding applicable GST). The quotation will be rejected if the fees are less than the minimum prescribed.

3. DOCUMENTS TO BE SUBMITTED

- I. Bidder to submit copy of the Firm Registration certificate / Membership Certificate/Member's Identity Card along with copy of Certificate of practice issued by Institute of Cost Accountant of India as qualifying document.
- II. Bidder requires to submit firm profile including work handled, brief description of partners, year of establishment.
- III. Sealed and Signed Copy of RFQ.

4. SUBMISSION OF QUOTATION:

PLEASE SUBMIT YOUR MOST COMPETITIVE QUOTATION IN SEALED ENVELOPE COMPLETE WITH ABOVE DETAILS IN SCHEDULES OF RATES(SOR) ATTACHED AS ANNEXURE-1 LATEST BY **27.06.2023 UPTO 15:00 HRS.**

Quotation Opening Time: 27.06.2023 at 15:30 HRS.

Bid should be submitted in a single envelope containing below:

- i. The Original copy of SOR (Annexure-1) with QUOTED prices.
- ii. Documents to be submitted as per Sr. No. 3 above.
- iii. In case bidder is not covered under GST, than a declaration has to be submitted stating the same.

All the above are to be enclosed in a Sealed Envelope super scripted as – “QUOTATION – NOT TO BE OPENED”–

RFQ for Appointment of Cost Auditor

To

Contracts and Procurement Department
Aavantika Gas Limited
202 – B, 2nd Floor, NRK Business Park,
Vijay Nagar Square, A.B. Road,
Indore (M.P), Pin – 452010
Contact No. 0731-4222520

5. **CONTRACT DURATION:**

Duration of Contract shall be Three (03) Financial Years FY 2023-24, 2024-25 and 2025-26.

6. **APPLICABILITY OF LAW & JURISDICTION:**

The RFQ shall be governed and interpreted in accordance with the applicable laws of India and Courts at Indore (Madhya Pradesh) shall be exclusive Jurisdiction.

7. **OTHER TERMS & CONDITIONS:**

- a) AGL reserves the right to accept or reject any or all Quotations received at its absolute Discretion without assigning any reason whatsoever.
- b) Validity of submitted proposal should be 02 Months from the due date of RFQ submission.

8. **ANNEXURES:**

Annexure-1 (SOR)

Please submit your most competitive **Quotation in Sealed Envelope** complete with above details in Schedule of Rates (SOR) attached as Annexure-1 latest by **27.06.2023 upto 15:00 Hrs.**