

CHHATTISGARH STATE POWER GENERATION COMPANY LIMITED
(A Govt. of C.G. Undertaking)
OFFICE OF THE EXECUTIVE DIRECTOR (FINANCE)

NOTICE INVITING EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF PARTNERSHIP/LIMITED LIABILITY PARTNERSHIP FIRMS OF CHARTERED /COST ACCOUNTANTS FOR CONDUCTING INTERNAL AUDIT IN CSPGCL AND ITS OFFICES.

05-05/Audit/1177

Dated 15/07/15

EXPRESSION OF INTEREST (EOI)

Chhattisgarh State Power Generation Company Limited (CSPGCL), a Government of C.G. undertaking, invites Expression of Interest (EOI) from reputed Indian Chartered / Cost Accountant Firms (Partnership / Limited Liability Partnership) with registered head office at Chhattisgarh State for empanelment in the company upto 27.07.2015.(3.00 PM)

The format of " Application for Empanelment in CSPGCL" is enclosed. Any updates to the EOI Documents shall be hosted in our website www.cseb.gov.in. The interested firm are requested to ensure that all updates are considered while submitting the EOI for empanelment. Firms may send their applications for empanelment in the prescribed format alongwith annexures under sealed cover to the Addl.GM(F&A)-I CSPGCL, Vidyut Sewa Bhawan, Ground Floor, Danganiya, Raipur (C.G.) 492 013, so as to reach this office latest by 27.07.2015 upto 3.00 PM. The empanelment in the Company does not in any way ensure award of work or any claim for award of work.

Application received for empanelment upto 27.07.2015 shall be considered for obtaining "Enquiry for Audit" for conducting Internal Audit of CSPGCL offices for FY 2014-15. The empanelled firm may obtain "Enquiry for Audit" upto 30.07.2015 (3.00 PM) from Audit Section of O/o ED(Finance) CSPGCL, Vidyut Sewa Bhawan, Danganiya, Raipur (CG) 492 013 with payment of Rs. 2000/- (Rs. Two thousand) through Bankers Cheque / D.D. in favour of Asstt. Manager, CAU, CSPGCL, Raipur.

For participation in the "Enquiry for Audit" for F.Y. 2014-15, the CA/CMA Professional firms need to fulfil following qualifying requirements / documents:

- (I) The firm should have its Registered Head or Branch Office at Chhattisgarh. Details may be furnished for address of offices, details of staff in each offices, qualification and experiences.
- (II) The CA/CMA firms should have experience more than 15 years and undertaken Audit work satisfactory in any of the State Electricity Board or in Government / Private Power Utility like NTPC, NHPCL etc. at any time during past 3 years.

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OR

- The CA/CMA firms should have experience more than 5 years and undertaken Audit related work satisfactory in CSPGCL/Successor Company at any time during previous 3 years.
- (III) The C.A. firm should have skilled staffs and should be SAP-Savvy.
- (IV) The firm should have at least 1 Fellow Chartered Accountant (FCA)/ (FCMA) and 2 Associated Chartered Accountant (ACA)/ (ACMA) associated with them. Further, 4 semi qualified staff i.e. CA (Inter) / CS (Inter) / CMA (Inter), must also be available with the firm.
- (V) The audit firm should have average annual Professional receipts over last three years (2011-12,2012-13 & 2013-14) of a minimum of Rs. 15,00,000/- (Rs. Fifteen lakhs only). Audited balance sheet needs to be submitted.

A handwritten signature in blue ink is positioned above the typed name of the Addl. General Manager.

Addl. General Manager (F&A)-I
CSPGCL : RAIPUR

Office of Executive Director (Finance) CSPGCL, Raipur

NOTICE INVITING EXPRESSION OF INTEREST (EOI) (Format of Application for empanelment in CSPGCL)

1. Name of the Firm:
2. Registration no of the Firm:
(Institute of Chartered/ Cost Accountant of India)
3. Date of the registration of the firm:
4. Details of head office & Branch office (s):

Head Office:

Address	Date of Establishment	Contact No. (s)/ Fax	E-mail

Branch Office 1:

Address	Date of Establishment	Contact No. (s)/ Fax	E-mail

Branch Office 2:

Address	Date of Establishment	Contact No. (s)/ Fax	E-mail

(Insert further Branch Office (s), if any)

5. Details of Partners in the firm/ Limited Liability Partnership:

Sl. No.	Name of the Partner	Membership No.	Membership Status ACA/ACMA/ FCA/ FCMA	Other Qualification (if any)	Date of Joining the firm as Partner
1.					
2.					
3.					
4.					

6. Details of Qualified Assistants:

Sl. No.	Name of the Assistant	Membersh ip No.	Whether ACA/ ACMA/FCA/ FCMA/ CISA/DISA/ ISA/ or equivalent qualification	Date of Joining the firm as Qualified Assistant
1.				
2.				
3.				
4.				

7. Details of Semi-Qualified Assistants:

Sl. No.	Name of the Assistant	Whether Cost/ Chartered intermediate	Date of Joining the firm as semi-qualified Assistant
1.			
2.			
3.			
4.			

8. Details of Technical Experts:

Sl. No.	Name of the Expert	Engineering field in which qualified	Date of Joining the firm
1.			
2.			
3.			
4.			

9. Details of Experience in Power Sector:

Sl. No.	Name of the Company/ unit	Year of Audit	Type of Audit- whether Statutory/ Internal Audit/ Expenditure Audit/ Inventory Audit.
1.			
2.			
3.			
4.			

10. Details of Experience in PSUs other than Power Sector:

Sl. No.	Name of the Company/ unit	Year of Audit	Type of Audit- whether Statutory/ Internal Audit/ Expenditure Audit/ Inventory Audit.
1.			
2.			
3.			
4.			

11. Details of Experience in other assignments:

Sl. No.	Name of the Company/ unit	Year of Audit	Type of Audit- whether Statutory/ Internal Audit/ Expenditure Audit/ Inventory Audit.
1.			
2.			
3.			
4.			

12. Readiness for Audit under companies act 2013 & further amendment/ guidelines: Yes/No

13. Income Tax PAN No. Of the firm:

14. Service Tax registration No.

15. Bank details of EFT:

1.	Bank Name, Address and Telephone No.	
2.	Branch Name, Address & code	
3.	Bank account Number with style of account, saving/ current.	
4.	IFSC Code No. Of the Bank	

16. It is conformed that all the documents as per Annex-1 enclosed is complied with the empanelment request letter.

17. We confirm that a copy of complete EOI document duly signed and sealed on all pages for acceptance of empanelment with CSPGCL.

Signature of Partner with
Name & Seal of the Professional Firm

List of documents to be submitted along with the applications/EOIs.

Interested Professional firms are advised to go through contents of the EOI documents carefully and submit all attested copies of the following documents in proper sequence along with the application for empanelment as described hereinafter:

1. Registration certificate of the firm issued by the institute of Chartered Accountants of India and/ or institute of Cost Accountants related to year of establishment of Head Office & Branch Office (s), addresses, details of partners and their and their membership Nos. etc. As indicated in the Certificate will be treated as conclusive and final information for evaluation of EOIs.
2. Membership certificate of the qualified assistants issued by the Institute of Chartered Accountants of India and/ or Institute of Cost Accountant of India.
3. Certificate/ mark sheets issued by the respective institute in evidence of qualification of semi-qualified assistants.
4. Copies of appointment orders for Statutory Audit/ Internal Audit/ Expenditure Audit/ Inventory Audit in CSPGCL/ Power companies/ PSU/ Govt./ Scheduled Bank/ others in evidence of experience.
5. Copy of PAN Card.
6. Copy of Service Tax Registration.
7. A copy of complete EOI documents duly signed and sealed as a token for acceptance of empanelment application.