

PRE-QUALIFICATION (PQ) CRITERIA

SI.No.	Pre qualification criteria	Documents required (Self Attested)
1	The bidder should be a practicing Chartered Accountant firm/Cost Accountants firm/LLP having office at Maharashtra.	Proof of having a full-fledged office at Maharashtra to take care of the entire internal audit assignment of Head Office Mumbai of IREL (India) Limited.
2	Firm should be a Partnership Firm or Limited Liability Partnership Firm (LLP) and should not be less than three years old on date of tender.	Copy of Firm Registration Certificate (FRC) issued by The Institute of Chartered Accountants of India or The Institute of Cost Accountants of India.
3	Firm should have conducted during previous 5 years ending 31.03.2021 at least either one Statutory or Internal audit of PSUs (State PSU or Central PSU excluding Bank & Insurance Co.) having turnover of at least Rs 500 crore during the relevant year.	Copy of appointment order/letter received from clients in this regard along with self-certificate towards conducting the same. Further the copy of financials of the client in support of turnover.
4	The firm should not be the existing Internal auditor of the Head Office, Mumbai of IREL (India) Limited.	Signed and stamped Self declaration by the bidder stating that their firm is not the existing Internal auditor of the Head Office, Mumbai of IREL (India) Limited.

Firms possessing the following PQ criteria are invited to submit documentary evidence in support of the same as mentioned.

Qualification Score for techno-commercial bid.

The Firm/LLP who fulfilling above mentioned criteria and securing at least 60% marks based on system as mentioned below shall be considered as qualified and eligible for opening of price bid. The Qualification Score of the Bidders will be calculated as below:

SI.No.	Qualification criteria	Documents required (Self Attested)	Basis for awarding of points	Max points
1	Firm should be a Partnership Firm or Limited Liability Partnership Firm (LLP) and should not	Copy of Firm Registration Certificate (FRC) issued by The Institute of Chartered Accountants of India or The	3 points and additional 1 Point for additional year of	10

	be less than three years old on date of tender.	Institute of Cost Accountants of India.	Firm's Registration.	
2	Firm should have conducted during previous 5 years ending 31.03.2021 either Statutory or Internal audit of PSUs (State PSU or Central PSU excluding Bank & Insurance Co.) having turnover of at least Rs 500 crore during the relevant year.	Copy of appointment order/letter received from clients in this regard along with self-certificate towards conducting the same. Further the copy of financials of the client in support of turnover.	5 Point for each completed Statutory or Internal audit of PSU having turnover of at least Rs. 500 crore.	20
3	No. of partners/ Members	Copy of Firm Registration Certificate (FRC) as mentioned at sl. No. 1 above and Membership number issued by The Institute of Chartered Accountants of India or The Institute of Cost Accountants of India of each partner/member.	2 Point for each Associate member and 3 points for each fellow member	10
4	Turnover of the firm in the financial year 2020-21	Copy of audited financial statement for financial year 2020-21 or certificate from practicing chartered accountants in respect of turnover in the financial year 2020-21	2 points for turnover of 50 lacs and additional 2 point for every additional turnover of 50 lacs	10
			Total	50

Note:

- i) If any bidder not fulfilling any of the above PQ criteria need not submit bid as their bid shall be liable to be summarily rejected.
- ii) Overwriting /correction/erase and /or use of white ink should be avoided in the offer. However, if any overwriting/correction/erase is inevitable, the same should be authenticated with the signature & seal of the bidder.

- iii) All pages of tender documents and documents submitted in support of PQ criteria to be self-attested by the bidder.
- iv) Clear and complete details in separate sheets, for determination of Points in support of information against Sl. No 1 to 4 above are to be furnished.

The Firms securing at least 60% marks (i.e. 30 marks) based on above system shall be considered as qualified and eligible for opening

BID OPENING AND EVALUATION

The PQ criteria shall be evaluated first and financial cum techno commercial bid shall be evaluated only for qualified bidders.

All the bids shall be evaluated based on the term & conditions of this tender to shortlist the qualified bidders. M/s IREL shall consider placement of order on the qualified bidder, whose offer shall be lowest i.e. sl.no.3 of the price bid format. In case of a tie with respect to fees quoted as per price bid format, criteria for selection shall be in the order of points as per PQ criteria.