



# JHARKHAND BIJLI VITRAN NIGAM LTD.

(CIN: U40108JH2013SGC001702)

Regd. Office:- Engineering Building, HEC, Dhurwa, Ranchi-834004,

MIT NO. 189/PR/BJVNL/15-16.

**Sub. Expression of interest for appointment of Cost auditors.**

Jharkhand Bijli Vitran Nigam Limited, Ranchi here ~~by~~ <sup>by</sup> invites expression of interest from Cost Accounting firms to be engaged for ~~doing~~ <sup>undertaking</sup> the cost audit job of the units of the company for the financial years 2013-2014 and 2014-15.

Please visit the website of Jharkhand Bijli Vitran Nigam Limited - [www.juvnl.in](http://www.juvnl.in) and [www.jharkhandtenders.gov.in](http://www.jharkhandtenders.gov.in) - for details.

Last date of submission of the expression of interest is 30-06-2015 at following address :--

Finance Controller  
Jharkhand Bijli Vitran Nigam Limited  
Regd. Office:- Engineering Building,  
HEC, Dhurwa, Ranchi-834004,



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Regd. Office:- Engineering Building, HEC, Dhurwa, Ranchi-834004,

## SELECTION AND APPOINTMENT OF COST AUDITOR

Ref:.....JBVNL/COST/2015-16

Dated \_\_\_\_\_

SELECTION AND APPOINTMENT OF COST AUDITOR	
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## SELECTION AND APPOINTMENT OF COST AUDITOR

- 1. Introduction:** Jharkhand Bijli Vitran Nigam Limited (hereinafter referred as JBVNL) is a subsidiary of Jharkhand Urja Vikash Nigam Limited(JUVNL) with Headquarters in Ranchi, Jharkhand. It has operation in the entire state of Jharkhand.
- 2. Scope of Work:** JBVNL is looking for engagement of eligible Cost Audit Firms having Head Office in Jharkhand for carrying out the following job:-
  - (a)** Cost audit of Cost records of different units, areas and HQ of JBVNL for FY 2013-14 and 2014-15 u/s 148 of the Companies Act,2013 and as per Companies (Cost Records and Audit) Amendment Rules,2014 issued by Govt. of India, Ministry of Corporate Affairs notification dt. 31<sup>st</sup> December, 2014 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.
  - (b)** Consolidation of all the cost sheets to be audited. All formats as required by statute are to be certified.



- (c) Submission of Report: Cost audit firm so appointed will start conducting the job immediately and will submit the report to the Director (Finance)/FC, JBVNL Ranchi at the earliest.

3. **Selection Criteria:** The following will be the basis of marks for the selection/empanelment. Selection/empanelment will be done on the basis of attainment of highest marks obtained:--

SL No	Norms	Basis of Marks	Maximum Marks
1	Year of establishment of Firms(s) since date of registration.	3 marks per year	15
2	Numbers of partners in the Firm.	4 marks for each Associate Member and 5 marks for each Fellow Member	25
3	Number of qualified assistants (Cost/Chartered Accountant) in the Firm. He should be a member of his respective Institute.	3 marks for each qualified assistant	10
4	Number of semi qualified assistant (Inter Cost/ Chartered Accountant) in the Firm.	2 marks for each Semi qualified assistant	10
5	The Firm having the experience of conducting statutory Cost Audit in Central /State PSUs.	4 marks for each year Cost audit.	20
		Total	100

**Note:**

- Documentary evidences in support of each of the above mentioned criteria are required to be submitted.
- Firms having experience in power sector will be given preference.
- In case of tie, a firm with longer experience will be preferred based on the year of establishment. If still there is a tie, a Firm with a higher number of Fellow Members of the Institute of Cost Accountants will be considered.
- Audit team: The team should consist of adequate number of qualified /semi qualified Assistants (Cost/Chartered Accountants) led by a senior partner of the Firm in Commensurate with the size of the organization/ area of work.

The firm should submit their Expression of Interest with the brief profile / experience as well as the resource persons and also relevant supporting documents claiming their experience etc. The firm should submit their EOI and the quotation for





fees/ remuneration, etc should be submitted inclusive of out of pocket expenses, taxes, etc. Service Tax etc. shall be paid as extra as applicable on furnishing the registration number with the appropriate authority.

#### **IV. Other Terms & Conditions:**

The appointment of auditors is subject to the following declarations:

- a) The Audit Firm must not sub-contract the work;
- b) The audit team 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;
- c) No partner of the Auditors is related to Managing Director/ whole time Director or part-time Director of company within the meaning of section 6 of the companies Act, 1956;
- d) Neither the firm nor its partner or Associates have any interest in the business of Company;
- e) The auditor will be required to issue certificate of Independence;
- f) While a Cost Auditor shall have prime responsibility to ensure that he does not violate the limits specified under section 224(1-B) of the companies Act.1956;
- g) The auditor/ firm shall be free from any disqualification under provisions of Companies Act 2013.
- h) Audit Firm must not be holding any assignment as Statutory Auditor or Internal Auditor of JBVNL.
- i) The Audit Firm will be debarred from getting, in future, the Cost audit in JBVNL in the following cases:
  - i. If the firm obtains the appointment on the basis of false information/false statement.
  - ii. If the Firm does not take up audit in terms of appointment letter.
  - iii. If the Firm does not submit the audit report, complete in all respect in terms of appointment
  - iv. If the Firm violates any of the stipulations under clause (a) to (i).



- j) Overwriting/correction/erase and use of white ink should be avoided. However, if any Overwriting/correction/erase is inevitable, that should be authenticated with the applicant's signature.
- k) The Cost auditor shall undertake that data given to the Auditor by JBVNL and any information generated from the data provided shall not be used by the Auditor for any other purpose.
- l) 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 Notice No. & date mentioning 'Appointment/Empanelment of Cost Audit Firm'. The name and address of the firm must be indicated on the body of the envelope.
- m) Application may be submitted in sealed envelope in person or sent by the firm through post addressed to "The Finance Controller, Jharkhand Bijli Vitran Nigam Limited, Engineering Building, HEC, Dhurwa,Ranchi - 834004 (Jharkhand). JBVNL does not take any responsibility for loss of application in transit. Application sent through Telegram, Telex, Fax or E-mail will not be considered.
- n) Applications received as stated above after due date and closing time of submission of applications shall be ignored. Any application received late due to any reason whatsoever will not be accepted.
- o) Jurisdiction of Courts: Any dispute arising out of or in respect of the contract will be subject to the jurisdiction of Jharkhand High Court only.
- p) **Disclaimer:**-- JBVNL reserves the right to accept or reject any or all responses and to request additional submissions or clarification from one or more Applicant(s) at any stage or to cancel the process entirely without assigning any reason.



## Annexure-I

### Format of the offer

1. Name of the Audit Firm :
2. Address :
- i) Permanent Address :
- ii) Correspondence Address :
- iii) Telephone Number :
- iv) Fax Number :
- v) Email Address :
- vi) Website :

Sl No.	Particulars	
1	Year of establishment of Firms(s) since date of registration.	
2	Numbers of partners in the firm.	
3	Number of qualified assistants (Cost/ Chartered Accountant) in the Firm. He should be a member of his respective Institute.	
4	Number of semi qualified assistant (Inter Cost/ Chartered Accountant) in the firm.	
5	The firm having the experience of Conducting statutory Cost Audit in Central /State PSUs.	
6	Audit Firms having registered office/branch office within the State of Jharkhand	

#### Note:

1. Documentary evidence 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 with the seal of the firm.

Signature with seal of the firm