



NATIONAL PROJECTS CONSTRUCTION CORPORATION LIMITED

(A GOVT. OF INDIA ENTERPRISE)

CORPORATE OFFICE

PLOT NO.67-68, SECTOR-25, FARIDABAD, HARYANA-121004, INDIA

Tender Notice No.: Cost Audit/2016-17

Dated 19/08/2016

Sealed tender are invited in two parts (Part-I, Technical Bid and Part-II, Price Bid) from Cost Accountant Firm as per section 148 of the Companies Act, 2013; for conducting Cost Audit of the Cost Accounting Record of all unit / Zone /CO of NPCC Ltd,(list attached) for Year 2016-17.

Last date of submission of the tender is 09/09/2016 (14:00HRS) at NPCC Corporate Office, Plot no.67-68 Sector-25, Faridabad Complex Haryana-121004.

Manager (Finance)

INTRODUCTION:

NPCC Ltd. is a Public Sector Undertaking under the control of Ministry of Water Resources, Govt. of India. It is a pioneer Construction Company of India, having 14 Zonal Offices/ 88 Units (list enclosed) in all over India and Corporate Office at Faridabad, Haryana. It was incorporated on 9th January, 1957 and having turnover of Rs. 940.72 crore for the year 2015-16.

Our Company is in the process of appointment of Cost Auditor for Cost Audit and XBRL Filing of Cost Audit for the Financial Year 2016-17.

Interested Cost Accountant Firms are requested to submit their offers.

DOCUMENT CONTROL SHEET

Tender Number & Date	Cost Audit/2016-17 Dated 19/08/2016
Type of Tender (Two Bid)	Two part bid (2 envelopes)
EMD	INR 5000.00 (Five thousand only)
Processing Fee	INR 500.00 (Five hundred Only)
Mode of payment	Banker's cheque /Demand Draft in favour of National Projects Construction Corporation Limited payable at Faridabad of Nationalized /scheduled bank in India shall be annexed with Technical Bid .
Closing date and time for receipt of tenders	09/09/2016 at 14.00PM
Date and time of opening of Technical Bid	09/09 /2016 at 15.30PM
Place of opening of tenders	NPCC Ltd. Plot no.67-68, Sector-25, Faridabad-121004

SELECTION AND APPOINTMENT OF COST AUDITOR

1. Eligibility criteria for appointment:

- (I) The Cost Accountant Firm must have minimum 5 years experience of Cost Audit of PSUs engaged in construction activities or public limited companies having more than Rs 500 crore turnover.
- (II) Cost Accountant Firm must be holding valid Certificate of practice issued by Institute of Cost Accountants of India.
- (III) Certify that the appointment is read with section 139,141 & 148 of the Companies Act, 2013.
- (IV) No conditional offer will be considered.

2. The detailed information about the Cost Accountant Firm is to be submitted in Part-I attached along with a declaration with the bid.

For the selection of Cost Accountant Firm for appointment on the basis of the above details, Management's discretion shall be final and shall have the right to reject or accept any prospective applicant without assigning any reason whatsoever.

Interested Cost Accountant Firm may send their application forms along with the Tender documents mentioned above, so as to reach this office latest by 09/09/2016 up to 14:00 Hrs., addressed to Manager (Finance), NPCC LTD, Plot no.67-68, Sector-25, Faridabad, Haryana-121004.

Scope of Work:

- (I) Cost audit of 2015-16 is to be conducted in accordance with Notification No.F.No.GSR 425(E) dated 30th June 2014 as issued by Govt. of India, Ministry of Corporate Affairs 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.
- (II) All formats as required are to be certified for 2016-17.
- (III) To prepare the Cost Records of all Zones/Units.

4. Audit Fees:

- (i) Cost Accountant Firm is required to quote the audit fees for Cost Auditing for the year 2016-17 excluding the service tax.
- (ii) Service tax shall be paid as applicable on furnishing of the valid Service Tax No. and Documents.
- (iii) No TA/DA will be quoted. Actual TA/DA will be paid as per following policy of the Corporation as applicable to Statutory Auditor subject to maximum of 50% of the audit fees quoted at sl.no.(i)

DAILY ALLOWANCE AND HOTEL CHARGES PAYABLE ON TOUR TO AUDITORS
FOR ACCOUNTS AUDIT AND TAX AUDIT FOR THE FY 2012-13 ONWARD

AUDITORS	MODE OF TRANSPORT							COMPOSITE ALLOWANCE		
		A+A1Class Cities		B1+B Class Cities		Other Cities		A+A1 Class Cities	B+B1 Class Cities	Other
			HOTEL		HOTEL		HOTEL			
		D.A.	CHARGES	D.A.	CHARGES	D.A.	CHARGES	COMPOSITE ALLOWANCE		
1		2(A)	2 (B)	3 (A)	3(B)	4(A)	4(B)	5(A)	5(B)	5(C)
		Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.	Rs.
PARTNER (equivalent to GM/JGM)	BY AC II TIER, AC DELUXE BUS, LOCAL JOURNEY BY TAXI	460	2813	420	2250	330	1400	660	500	440
QUALIFIED Cost Accountant s(equivalent to DGM)	BY AC II TIER, AC DELUXE BUS, LOCAL JOURNEY BY TAXI	460	1875	330	1500	270	938	660	500	440
ASSTT./ ARTICLE (equivalent to officer below DM)	BY AC II TIER, DELUXE BUS, LOCAL JOURNEY BY TAXI	400	1125	280	900	240	563	550	460	410

NOTE:

- DAILY ALLOWANCE (D.A.) INCLUDES BOARDING AND OTHER EXPENSES DURING TOUR.**
- TRAIN / BUS TICKET AND TAXI BILL MAY BE ENCLOSED WITH TA BILL**

5. Submission of Report:

Cost Accountant Firm will start conducting the job as per intimation by the Corporation and will submit the draft report to Manager (F) NPCC Ltd. within prescribed time as laid down in the Act from the close of the Financial Year.

6. Other Terms & Conditions:

The appointment of auditors is subject to the following declarations:

Cost Accountant Firm must not sub-contract the work;

Cost Accountant Firm 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.

No partner of the Cost Accountant Firm is in any way a related party as per section 2(76) or a relative within the meaning of section 2(77) of the Companies Act, 2013;

Neither the Cost Accountant Firm nor its partners or Associates have any interest in the business of Corporation;

The Cost Accountant Firm will be required to issue Certificate of Independence;

The Cost Accountant Firm shall have prime responsibility to ensure that it does not violate the limits on number of audit specified under the Companies Act, 2013.

The Cost Accountant Firm shall be free from any disqualification under the Companies Act 2013

The Cost Accountant Firm / partners holding certificate of practice issued by Institute of Cost Accountants of India are in whole time practice.

The Cost Accountant Firm shall undertake that data given to the Auditor by **NPCC** and any information generated from the data provided shall not be used by the Auditor for any other purpose.

The Cost Accountant Firm will be debarred from getting, in future, the Cost audit of **NPCC** if:

- I. The Firm obtains the appointment on the basis of false information/false statement.
- II. The Firm does not take up audit in terms of appointment letter.
- III. The Firm does not submit the audit report, complete in all respect in terms of Appointment.
- IV. The Firm violates any of the stipulations under clause as above.

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 Tender No. & date mentioning “**Appointment of Cost Accountants Firm**”. The name and address of the Firm must be indicated on the envelope. Technical Bid & Financial Bid should be enclosed / submitted in separate envelope & both the envelopes should be enclosed in a bigger envelope.

Tender may be submitted on or before 09/09/2016 by 14.00 Hrs. at the office of the Manager (Finance), Corporate Office Faridabad (Haryana) or sent by Speed Post/Registered AD to the above address. NPCC however do not responsible for loss of application in transit. Tender sent through Telegram, Telex, Fax or E-mail will not be considered. Technical Bid will be opened in the presence of the bidders or their representative at 15:30 Hrs. on 09/09/2016.

Tender received at **NPCC** as stated above after due date and closing time of submission of Tender shall not be considered. Any Tender received late due to any reason whatsoever will not be accepted.

Jurisdiction of Courts: Any dispute arising out of or in respect of the contract will be subjected to the jurisdiction Faridabad, Haryana.

Disclaimer: NPCC reserves the right to accept or reject any or all tenders and to request additional submission or clarification from one or more Applicant(s) at any stage or to cancel the process entirely without assigning any reason.

Cost Accountants Firm shall be asked to be present at Board Meeting of the Company when the board so required.

EMD and Processing fee should be kept in a separate envelop and enclosed with Technical Bid.

Bidder has to enclose Demand draft of Rs.5000/-and of Rs.500/- in favour of National Projects Construction Corporation Limited payable at Faridabad of Nationalized /scheduled bank in India as EMD and processing fee respectively with Technical bid.
Demand Draft for EMD & Processing fee should be separately.

The financial bid of only those tenders will be opened whose technical bids will be found in order.

In case date of opening the tender happens to be holiday, the tenders will be opened on the next working day at same time.

The fee may be quoted in lump-sum excluding of service tax which will be paid as applicable. However the bidder will be solely responsible for deposition of service tax to the respective Government Authority under his liability.

The payment will be made against bill / invoice after the completion of job/work / submission of Cost Audit Report and approval by Board.

The tenderers shall submit their personal profile along with tender/quotation on prescribed tender form attached therewith and **if found un-satisfactory, the tender documents so received shall be rejected.**

EMD and Processing fee shall not be accepted by cheque / cash. It should be in the form of Demand Draft, payable in favour of **National Projects Construction Corporation Limited**, payable at Faridabad (Haryana).Tender documents without submission of EMD & processing fee will be summarily rejected.

Processing fee will be Non-Refundable.

After Finalisation of Bids, EMD of unsuccessful bidder will be refunded. The bidders are requested to provide the Bank Details i.e. Name & address of bank/branch bank A/C No: & IFSC code & a cancelled Cheque. EMD of successful bidder will be retained as initial security deposit & shall be refunded with the Audit fee for the year 2016-17.

The bidder shall bear all costs associated with the preparation and submission of the bid, attending bid meetings and visiting sites, if required and or any other locations in connection with bidding and NPCC Ltd will in no case be responsible or liable for these costs regardless of the conduct or outcome of the bidding process.

Bids submitted by bidders shall remain valid for the acceptance of NPCC for a period of 90 days from the date of opening of the technical bids.

7. Financial Bid:

Cost Audit Fees for the year 2016-17 should be quoted in the Financial Bid sealed in separate envelope (envelope 2) and attached at Part – II excluding of Service Tax. Service Tax will be paid as extra, if applicable.

8. Submission of Offer:

The Tender documents complete in all respect shall be submitted in 2 (two) parts i.e. **Part-I (Technical Bid)** comprising profile, credentials, EMD, Processing fee and signed copy of tender document as token of acceptance of conditions) and **Part – II (Financial Bid)** sealed in 2 (two) separate envelopes clearly Superscribing “**TECHNICAL BID**” & “**FINANCIAL BID**” on the respective envelopes. Both the Bids i.e. Technical Bid and Financial Bid shall be sealed in a 2nd separate envelope with complete tender details superscribing Tender No. & Date, Name & Address of the Bidder.

TECHNICAL BID PART – I
PROFORMA FOR SUBMISSION BY TENDERER



Sr. No	Particulars				
1	Name of the Cost Accountants Firm				
2	ICAI Registration Number of Firm				
3	Year of establishment				
4	Complete Postal Address with PIN Code of the Head office and Branch office of the Firm (Branch office will be treated as per certificate of the Institute).				
5	Contact details: Address of the Firm with the following details (Branch office will be considered as per details available in the certificate of practice): i) Phone No(s) ii) Mobile No(s) iii) FAX No(s) iv) E-mail ID(s)				
6	Details of Cost Accountant Partners: a. Number of Partners. b. Names of Partners (please state ICAI Membership Number and Year of starting Practice against each). c. Details of Cost Audit experience of the Cost Accountant Firm. Name and Location of Major Clients for Cost Audit Assignments. (Copies of the appointment order with signature of the issuing authority to be enclosed).				
6A	Documents supporting experience in PSU in construction sector or companies having turnover of Rs 500 crore or more.				
7	PAN of the Firm				
8	Service Tax Registration Number				
9	Bank Account Number with details of Name of the Bank, Branch Address, Bank Code, and IFSC Code MICR. One cancelled cheque to be enclosed.				
10.	Details of EMD and Processing fee DD should be submitted in favour of “ <u>National Projects Construction Corporation Limited</u> payable at FARIDABAD(Haryana) EMD (INR 5000.00)(Five Thousand only) Processing Fee (INR 500.00)(Five Hundred Only)	Amount	DD no. & Date	Name of the issuing bank	

11. Declaration:

I /We hereby certify that:

- (a) **All partners whose names are mentioned at point no. 6 above are whole time partners in the Firm.**
- (b) We do not violate the limits specified under the Companies Act, 2013.
- (c) All information and attachments submitted in this application are correct and true to the best of my/ our knowledge.
- (d) I / We are aware that any false information provided herein will result in rejection of the application and suspension of registration.
- (e) I / We hereby accept all terms & conditions of the Tender Document

Signature of the bidder with seal

Place:

Date :

Note:

1. Documentary evidences 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 and affixed with the seal of the Firm .

FINANCIAL BID Part II
(To be submitted in separate envelope)

Date:

Sub.: Cost Audit of NPCC LTD. for the financial year 2016-17.

Name of the Bidder & Address:

I / We have read all terms and conditions of the Tender carefully and hereby offer / quote our price for Cost Audit Fees for the Financial year 2016-17 Rs. _____ (Rupees in words _____) exclusive of service tax*.

*(Service Tax will be paid extra as applicable.)

Signature of the bidder with seal

Place :

Date :

Zone wise list of Units during 2016-17

SI	SI	Zone	Unit	SI	SI	Zone	Unit
OZO BHUBANESHWAR						SZO BANGALORE	
1	1	OZO	OZO WTCER BHUBNESHWAR	45	1	SZO	KANCHEEPURAM BRIDGE
2	2	OZO	NALCO B TYPE QTR	46	2	SZO	SZO BANGLORE
3	3	OZO	TALCHAR STPP/IB Bridge	47	3	SZO	CRIW NAGAMANGLAM
4	4	OZO	RSTPP/SIMHADRI		NORTHERN (WEST)		
BIHAR				48	1	NORTH(W)	HATHIARI
5	1	BIHAR	LNB PATNA	49	2	NORTH(W)	MANERI BHALI
6	2	BIHAR	KAHALGAON	50	3	NORTH(W)	NORTHERN (WEST), Dehradun
7	3	BIHAR	CCRUM PATNA	51	4	NORTH(W)	I.D. unit Sitarganj
8	4	BIHAR	LNJP BIHAR	52	5	NORTH(W)	RUSA
9	5	BIHAR	BZO / PMGSY PATNA	53	6	NORTH(W)	HALDWANI
10	6	BIHAR	IGNOU PATNA	UP ZONE			
INDEPENDENT UNIT (BALANCE SHEETS) at CO				54	1	UP	ZO LUCKNOW
11	1	CO	CORPORATE OFFICE	55	2	UP	FCI WORKS
12	2	CO	CLOSED FOREIGN UNIT IRAQ	56	3	UP	SHARDA SAHAYAK
13	3	CO	CLOSE UNITS AT CO	57	4	UP	CCRUM LUCKNOW
14	4	CO	REGL STORE FARIDABAD	58	5	UP	CRIH NOIDA

15	5	CO	CLOSE COMPLEX FARIDABAD	59	6	UP	PMGSY HARDOI
16	6	CO	ER&SR CALCUTTA	60	7	UP	PNB LUCKNOW
EASTERN ZONE				61	8	UP	PANKI WORK
17	1	EZO	EZO / SO CALCUTTA	62	9	UP	PMGSY CHITRAKOOT
18	2	EZO	CLS UNIT CALCUTTA	63	10	UP	PMGSY MAHOBA
19	3	EZO	FARAKKA WORKS	64	11	UP	PMGSY LALITPUR
20	4	EZO	TEESTA - I	65	12	UP	VCHP VINDHYACHAL
		EZO	BONDEL GATE	66	13	UP	KHAJURAHO RLY WORK
JHARKHAND				67	14	UP	PTPP PARICHHA
21	1	JHAR	JHARKHAND CLOSED (BDRLetc)	68	15	UP	MAP JHANSI
22	2	JHAR	JHARKHAND ZO RANCHI work	69	16	UP	TL BAREILLY
NCR DELHI				70	17	UP	AGRA WORKS
23	1	DELHI	PUSA/MUNIRKA	71	18	UP	PAW MORADABAD
24	2	DELHI	NEW PUSA	72	19	UP	PLW / FBW NOIDA
25	3	DELHI	CRPF VASANTKUNJ	73	20	UP	ESI Varanasi
26	4	DELHI	BTPS BADARPUR	74	21	UP	ESI Agra
27	5	DELHI	DELHI ZO (PATEL CHEST)	75	22	UP	P & SIND BANK NOIDA
28	6	DELHI	DMRC/JALAWAR/F CI KOTA	76	23	UP	ESI LUCKNOW
NORTHERN				77	24	UP	PNB LUCKNOW

29	1	NZJ	SALAL PH/TRT/KANGAN/ CHAMERA/B'SIUL/C BM		WESTERN ZONE		
30	2	NZJ	KONKAN RLY T-3/T- 5	78	1	WESTERN	TIGRA/PHE WORK
31	3	NZJ	INDO CHINA BORDER	79	2	WESTERN	SGTPS BIRSINGHPUR
32	4	NZJ	Kashmir university	80	3	WESTERN	BHOPAL ZONE
NEZ(C) SHILLONG				81	4	WESTERN	BANSAGAR / REWA
33	1	NEZC	NEZ (CENTRAL) SHILLONG	82	5	WESTERN	BANSAGAR SPILLWAY
NEZ(S) SILCHAR				83	6	WESTERN	JOBAT DAM
34	1	NEZS	NEZ (SOUTH) IBBW SILCHAR	84	7	WESTERN	HRC INDRA SAGAR
35	2	NEZS	NES-I (ADC)/ Liason Office Agart	85	8	WESTERN	JHABUA WORKS
NEZ(W) GUWAHATI				86	9	WESTERN	MSEB PARLI
36	1	NEZW	NEZ (WEST) GUWAHATI	87	10	WESTERN	PARAS STPP
37	2	NEZW	DOLAITHABI BARRAGE	88	11	WESTERN	WZO MUMBAI
38	3	NEZW	CHF PASIGHAT				
CHATISGARH / SIPAT ZONE							
39	1	CHATISH	RAIPUR/GGDU				
40	2	CHATISH	SIPAT UNIT				
41	3	CHATISH	RANI AVANTIBAI				
42	4	CHATISH	CHATTISH GARH ZONE				
43	5	CHATISH	BARODA WORKS				
44	6	CHATISH	CLS UNITS NAGPUR				