

PUNJAB STATE POWER CORPORATION LTD (PSPCL)
(Regd. Office PSEB Head Office, The Mall, Patiala)
TENDER NOTICE

Sealed tenders/ quotations are invited for the appointment of Cost Auditor, from practicing Cost Accountant or Firm of Cost Accountants as defined in clause (b) of sub-section(1) of section 2 of the Cost and Works Accountant Act,1959 (23 of 1959) having experience of quality work for at least three years :-

Issuing Authority	Cost Controller, # 30, Officer Flats, Near 23 No. Railway Crossing, Patiala
Tender Specification No.	2/AO/CC-1/2014-15
Place	Patiala
Short Description	Appointment of Cost Auditor for the financial year 2015-16 as per Companies (Cost Records and Audit) Amendment Rules 2014 notified by the Govt. of India, Ministry of Corporate Affairs dated 30 June, 2014 and 31 December, 2014. Cost Accountant or the Firm of Cost Accountants shall conduct audit of the Cost Accounting Records of the PSPCL and submit necessary reports within 180 days from the close of the financial year along with observations, suggestions, and Annexure to the Central Government as per notification or any other instructions issued by Central Government from time to time or any other section of the Companies Act 2013 applicable in this regard.
Completion Period	As per Central Government norms.
Eligibility Criteria	As mentioned above.
Starting date of Sale of Tender	04-03-2015
Last date of downloading of Tender	08-04-2015
Last date for Tender Submission	08-04-2015 AT 12.00 Noon
Date for Opening of Tender	08-04-2015 AT 12.30 PM
Document Cost	Rs.1000/- (Non Refundable) in the form of demand draft in favour of Accounts Officer/ Cash, PSPCL, payable at Patiala is to be submitted in a separate envelope along with tender.
Earnest Money Deposit	@2% of the tender value, subject to minimum of Rs.5000/- and maximum of Rs.5 Lac in the shape of PSPCL Cash Receipt/Bank Draft in favour of Accounts Officer/Cash, PSPCL, payable at Patiala.
URL for Additional Information	www.pspcl.in

TERMS & CONDITIONS

1. Tender specification can only be downloaded from PSPCL website www.pspcl.in and no hard copy of the same will be issued by this office.
2. All tender must be accompanied by earnest money at the rate of 2% of the tender value, subject to minimum of Rs.5000/- and maximum of Rs.5 Lac in the shape of Bank Draft in favour of Accounts Officer/Cash, PSPCL, payable at Patiala.
3. Conditional Tender shall not be accepted.
4. Tender received telegraphically through telex or Fax/e-mail shall not be accepted.
5. The Competent Authority reserves the rights to reject any or all tenders without assigning any reasons.
6. In case date of opening the tender happens to be a holiday, the tenders will be received and opened on the next working day at the same time and Place.
7. The work of audit of Cost Accounting Record for year should be completed within time period specified by Central Government norms.
8. If any delay is made in submission of Complete Cost Audit Report by the Cost Accountant or the Firm of Cost Accountants, he shall be penalized as per the provisions of Work Regulations 1997 of PSPCL.
9. The lump-sum rates, inclusive of service tax, TA & DA and all other taxes, should be quoted for each year work separately.
10. The Tenders shall submit his personal profile along with tender/ quotation on prescribed tender form attached therewith and if found un-satisfactory his tender documents so received shall be re-sealed and placed in the record.
11. Cost of tender specification and EMD shall not accepted through cheque.
12. 50% of the Payment for respective year shall be released after submission of Cost Audit Report for the respective year and balance 50% shall be released after approval of Cost Audit Report by Board of Directors for the respective year.
13. All the statutory deduction shall be at the time of release of payments.
14. All other terms and conditions shall apply as specified under Works Regulations 1997.

Accounts Officer/CC-I
For Cost Controller,
PSPCL, Patiala.

PUNJAB STATE POWER CORPORATION LTD
(Regd. Office PSEB Head Office, The Mall, Patiala)
(Office of: Cost Controller, Patiala)

Performa for Submission of Tender

1	Name of Applicant (FIRM)	
2	Address	
3	Experience (in No. of years)	
4	Membership No. as Cost and Management Accountant with ICAI Kolkata.	
5	Membership valid up to	
6	Certificate of practice number (as cost accountant) and date of issue(attach copy)	
7	Certificate of practice as cost accountant valid up to. (attach copy) (working as cost accountant)	
8	Email address	
9	Phone/ Mobile	
10	Details of PAN(attach copy)	
11	Date of Establishment of Firm	

12. Scope of work

Scope	Amount of Quotation (inclusive of service tax,TA & DA and all other taxes)		
	Year	Amount Quoted (In figures)	Amount Quoted (In Words)
<p>To prepare Cost Audit Report for the financial year 2015-16 as per Companies (Cost Records and Audit) Amendment Rules 2014 notified by the Govt. of India, Ministry of Corporate Affairs dated 30 June, 2014 and 31 December, 2014. Cost Accountant or Firm of Cost Accountants shall conduct audit of the Cost Accounting Records of the PSPCL and submit necessary reports within 180 days from the close of the financial year along with observations, suggestions, and Annexures to the Central Government as per notification or any other instructions issued by Central Government from time to time or any other section of the Companies Act 2013 applicable in this regard.</p>	2015-16		

13. Details of experience (assignments done or in hand). (Attach separate sheet if necessary) (Attach Supportive documents like certificate of completion of assignment done).

14. Details of cost of tender document and EMD

Particulars	Amount of Draft Payable at Patiala	Demand Draft No.	Date of issue of Demand Draft	Name of the issuing Bank
Cost of Tender Document	1000/-			
Earnest Money Deposit				

I/We hereby submitted that all the details are correct and true. I/We shall also abide myself/our self to the terms and conditions of NIT/ Tender Specifications issued by PSPCL for appointment of cost auditor.

15. Any other Details (attach separate sheet if required)

PLACE:

DATE:

Signature
(WITH STAMP)

List of Documents to be attached:

1. Self-Attested Copy of Certificate of Practice.
2. Self-Attested Copy of Certificate of Membership.
3. Self-Attested Copy of PAN.
4. Self-Attested Copy of proof of experience like certificate of completion of assignment done.
5. Self-Attested Copy of proof of Date of Establishment of Firm.
6. Demand Draft for Cost of tender document in a separate envelope.
7. Demand Draft for EMD in a separate envelope.