

**REC POWER DISTRIBUTION COMPANY LTD
(A Govt. of India Enterprise)**

**NOTICE INVITING EXPRESSION OF INTEREST FOR APPOINTMENT OF
AUDIT FIRM FOR CONDUCTING COMPREHENSIVE AUDIT OF REC
POWER DISTRIBUTION COMPANY LIMITED FOR THE FINANCIAL YEARS
2015-16 AND 2016-17.**

No: RECPDCL/fin/EOI/17-18/5264

Dated: 14/12/2017



REC Power Distribution Company Limited

(A wholly owned subsidiary of REC, a 'Navratna CPSE'
under the Ministry of Power, Govt of India)

Corporate office

4th Floor, Kribhco Bhawan, A-10, Sector-1
Noida-201301
Telefax: 0120-4383761

Description of task, qualification required, Eoi submission format and procedure is available on RECPDCL website (www.recpdcl.in), REC website (www.recindia.com) and Central Publication Portal (www.eprocure.gov.in)

Important Dates	
Date of Release of EOI	14.12.2017
Last date of submission of EOI	02.01.2018 up to 15:00 Hours
Date of Opening of Technical bid	02.01.2018 at 16:00 Hours

Note: Online registration shall be done on e-tendering website i.e. www.tenderwizard.com/REC & in general, activation of registration may takes **24 hours** subject to the submission of all requisite documents required in the process.

**-Sd-
(R.P. Vaishnav)
CFO**

[This document is meant for the exclusive purpose of comprehensive Audit against this EOI and shall not be transferred, reproduced or otherwise used for purposes other than that for which it is specifically issued]

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SECTION-I EOI INFORMATION

Important information

Sl.No.	Event	Information to the agencies
1	Date of Release	14.12.2017
2	Last date of submission	02.01.2018 upto 15:00 hours.
3	Date of Opening	02.01.2018 16:00 hours.
4	Eoi document	The details can be downloaded free of cost from the websites www.recpdcl.in www.recindia.com . (or) www.eprocure.gov.in
5	EMD #	Rs.5,000/- (Rupees Five Thousand Only)
6	Address for communication	REC Power Distribution Company Limited, 4 th Floor, Kribhco Bhawan, A-10, Sector-1 Noida-201301, India. Fax:0120-4383761, Phone: Phone: 0120-4383783, Email- fin.delhi@recpdcl.in .
7	Contact Person	Sh. Parveen K.Saini, AM(F&A) Phone:0120-4383783; Fax:0120-4383761 Email- fin.delhi@recpdcl.in

The EMD (Earnest Money Deposit) is to be submitted by all the participating bidders of an amount of Rs. 5,000/- (Rupees Five Thousand Only) in the form of Bank Demand Draft drawn in favour of REC Power Distribution Company Limited payable at New Delhi. The EMD of unsuccessful bidder/s will be returned within 180 days from the award of contract and EMD of successful bidder will also be returned after acceptance of work order.

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SECTION-II PREFACE

REC Power Distribution Company Limited(RECPDCL) (an ISO 9001:2008 & 14001:2004 certified, a wholly owned subsidiary of REC Limited, a “Navratna” CPSE Govt. of India Enterprise under MOP, GOI) rendering expert consultancy services in power sector in general and Distribution sector in particular as per the need of power utilities across the country. REC PDCL is a leading service provider in the power sector and is providing end-to-end solutions for all the needs in Distribution sector across the country.

RECPDCL is engaged in providing value added consultancy services in power sector arena covering Power Generation, Transmission & Distribution (T&D), Renewable Energy Sector and Energy Efficiency programs including Govt. of India’s power schemes for power utilities across the country and various regulatory assignments with CERC. It includes the Project Management Consultancy (PMC) of Substations along with its associated lines, Monitoring, Supervision and inspection work of Electrical Power Distribution Project of Rajiv Gandhi Grameen Vidyutikaran Yojana (RGGVY) works and Feeder Renovation Program (FRP), Feeder separation, HVDS program, Lender’s Engineers assignment, DPR preparation for electrical infrastructure projects viz., R-APDRP, IT related assignments in Distribution sector including web based MIS, Energy Audit, Evaluation study for HVDS/Distribution network, AT&C Loss assessment, Cost Data Book preparation, system study and MRI based billing as per the need of the power utilities, Central Electricity Regulatory Commission across the country.

REC Power Distribution Corporation Ltd. Limited invites expression of interest (EOI) from reputed Indian Audit Firm i.e Chartered / Cost Accountant/Company Secretary Audit Firms (Proprietor/Partnership/ Limited Liability Partnership) for conducting comprehensive Audit of REC Power Distribution Company Limited for the Financial years 2015-16 and 2016-17.RECPDCL being a Government Company is subject to audit by Statutory auditors appointed by CAG along with supplementary audit by CAG itself. Accordingly statutory audit and supplementary audit of books of accounts by CAG has been conducted for the financial years 2015-16 and 2016-17. Internal Audit of Company has also been conducted for both the financial years. However management intends to get the detailed audit conducted for these financial years covering all Operational and Transactional aspects of RECPDCL performance. It is, therefore requested to send your Proposal as per the Terms of Reference described herein after:

SECTION-III INSTRUCTIONS TO FIRMS

3.1 Submission of the BID:

Firms shall submit their responses online through e-tendering website www.tenderwizard.com/REC.

A. The submission and opening of Bid will be through e-tendering process only.

Interested Firms/ bidders can download Bid document from the RECPDCL website i.e. <http://www.recpdcl.in> or www.recindia.com or www.eprocure.gov.in and e-tendering regd. Link is given in RECPDCL website i.e. www.tenderwizard.com/REC .

(Note: To participate in the e-Bid submission, it is mandatory for the Firms to have a user ID & Password. For this purpose, Firms have to register themselves with RECPDCL through tender Wizard Website given below. Please also note that the Firms have to obtain digital signature token for applying for the e-Bid. In this connection, vendor may also obtain the same from tender Wizard.)

B. Steps for Registration:

- i. Go to website "http://www.tenderwizard.com/REC".
- ii. Click the link 'Register Me' or 'New User ? Sign Up'
- iii. Enter the details about the E-tendering as per format.
- iv. Click 'Create Profile'.
- v. E-tender will get confirmation with Login ID and Password.

C. Steps for application for Digital Signature from Bid Wizard:

Download the Application Form from the website <http://www.tenderwizard.com/REC> . Follow the Instructions as provided therein. In case of any assistance, you may contact RECPDCL officers whose address is given at the Bid.

Bid is to be submitted through online mode on website www.tenderwizard.com/REC in the Prescribed form. Contact details in case of any clarification of queries/ details regarding registration & digital signature: -

Sh. Sandeep Gautam, Sr. Executive, Tender Wizard-8800496478

D. The Firms qualifying the criteria mentioned in section VI should upload Bid document with duly signed scanned soft copy of all the annexures & forms mentioned in this NIT for the prequalifying response. Letter of Submission of EOI & EMD as per format Form I in original is to be submitted before the last date & time of Submission of EOI to RECPDCL office at the address given hereunder.

Financial bid is to be submitted in the specific format designed & same may be downloaded from website www.tenderwizard.com/REC and after filling the form it is to be uploaded therein through digital signature.

All the documents should be addressed to.

Chief Financial Officer

REC Power Distribution Company Ltd., 4thFloor, Kribhco Bhawan, A-10, Sector-4, Noida (UP)-201301

(Note: All papers that comprise the Bid document of the concerned Bid must be numbered. An index of each page should also be provided)

SECTION-IV SCOPE OF WORK

The scope of work of Comprehensive Audit of RECPDCL for the Financial Years 2015-16 and 2016-17 shall include:

- (1) Examination and evaluation of adequacy and effectiveness of the internal controls and risk management system at various operations and activities of RECPDCL.
- (2) Detailed Checking of both transactions and functioning of specific internal control procedures.
- (3) Evaluation of adherence to legal and regulatory requirement and approved policies and procedures.
- (4) Evaluation of effectiveness of existing policies and procedures and give recommendations for improvement.
- (5) Identifying opportunities for cost saving and give recommendations for improving cost efficiencies.
- (6) Examine that resources are acquired economically, used efficiently and safeguarded adequately.
- (7) Review and evaluation of vendors/business associates selection.
- (8) Review and evaluation of Vendors/business associate payments as per the progress of the work.
- (9) Review and evaluation of Material Inspection project done by RECPDCL and their reports.
- (10) Review and evaluation of financial prudence of expenditures including proprietary thereof.
- (11) Review and evaluation of income in respect of projects milestones on progress basis.
- (12) Review and evaluation of various types of procurements to be within laid down procedures & guidelines.
- (13) Review and evaluation of relaxation / dilution/ waiver-off of tender conditions.
- (14) Review and evaluation of waiver of Liquidity Damage clause of Vendors.
- (15) Review and evaluation of renewal/ extension of contracts.
- (16) Review and evaluation of the Manpower recruitment /employment as per the project requirement.
- (17) Review and evaluation of various business modules adopted for execution of work undertaken by RECPDCL.
- (18) Review and evaluation of adequacy & effectiveness of delegation of power.
- (19) Suggest measures to add value, improve operational efficiency, risk management and internal control system.
- (20) Comments on all irregularities or occurrences which auditors want to bring to the notice of management, along-with their financial implications, if any.
- (21) Bring out deviations from policies, systems and procedures prescribed by REC/RECPDCL.
- (22) Auditor is expected to include other areas and checks/verifications as per their expertise and understandings.

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SECTION-V INSTRUCTIONS TO AUDIT FIRM

A. REPORTING REQUIREMENTS

The Comprehensive Auditor's report should contain a clear written expression of audit observations based on the policies, processes, risks, controls and transaction processing taken as a whole.

The auditor's report shall contain the following elements, ordinarily, in the following layout:-

- a) Title;
- b) Addressee;
- c) Coverage (Period)
- d) The names and designations of officials handling work during the relevant period.
- e) Duration of audit
- f) Composition of Audit Team
- g) Opening or introductory paragraph (including the work handled by the auditee unit)
- h) Organizational structure of Auditee unit
- i) Scope of audit
- j) Records reviewed and sample size in case of test check
- k) Executive Summary of the audit observations
- l) Detailed Audit Observations (Audit Paras)
- m) Recommendations
- n) Annexures /exhibits to the Report

Auditor's Report should contain the auditor's comments on all such irregularities or occurrences which auditors want to bring to the notice of management, along-with their financial implications, if any. Also bring out deviations (non - compliances) from policies, systems and procedures prescribed by REC/RECPDCL. The observations should be arranged in self-contained paras, preferably with suitable titles. Further, the following may also be ensured:

- I) The report should be supplemented by a statement indicating:
 - i. Particulars of records checked along with their volume and value as compared to the total volume and value of the transactions.
 - ii. A statement indicating the audit personnel deployed, their designation and the period of deployment.
- II) The report should also contain references to areas where no adverse observations have been noted. In respect of other areas, specific suggestions for improvement, if any, may also be highlighted.
- III) The final audit report is to be submitted directly to Chairman-RECPDCL, REC Power Distribution Company Limited, Core-4, SCOPE Complex, 7 Lodhi Road, New Delhi-110003.

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B. AUDIT TEAM

Firm should deploy a suitable team for undertaking the audit, after a thorough perusal of the requirements of the appointment letter, terms & conditions contained therein and the detailed directions for Comprehensive Audit, ensuring that the size of the audit team is commensurate with the volume of work involved. It should be ensured that the audit team is headed at all times by a Chartered / Cost Accountant/CS (who may be a Partner) with CISA / DISA qualification. The audit team should be comprising of at least 1 Partner, 2 qualified Chartered Accountant having experience of 5 years and 2 Senior Article Assistants to be deputed on full time basis to REC PDCL's office.

C. AUDIT REPORT

The auditor should give report within one Month from the date of the Appointment.

D. AUDIT FEE

Audit fee will be paid for carrying out Comprehensive audit based on award cost. No out of pocket expenses such as TA/DA etc. shall be payable by RECPDCL. GST as applicable will be paid extra as per the GST Act.

E. PAYMENT OF AUDIT FEE

The full invoice for the services rendered will be raised only after submission and acceptance of the report. The payment of the invoice will be released by RECPDCL after completion of the satisfactory services by the Audit Firm. In case of any disputes etc. the decision of the Chairman, RECPDCL shall be final and binding on the parties.

F. Penalty Provisions

Delay in completion of audit: A penalty of Rs. 200/- per day may be imposed on audit firm in case of any unjustified delay in successful completion of audit work at the sole discretion of REC PDCL subject to maximum 10% of amount of fee as and when due. REC PDCL can repudiate the contract at the risk and cost of the audit Firm. Liquidate damages, for delay in services can be recovered by the paying authorities of the owner, from the bill of services submitted by the audit firm.

G. Time Line for completion of Audit

The audit firm has to complete the Comprehensive Audit within one month from the date of appointment. The exact programme in this regard can be finalized in consultation with RECPDCL. However, timeline for submission of audit reports may strictly be adhered to.

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H. COMMERCIAL TERMS & CONDITIONS

A. Taxes and duties

Notwithstanding anything contained herewith, with respect to taxes and duties following clauses shall be applicable:

- A.1.** If any supply of services under or in respect of this contract is subject to GST, and if the Firms is liable to GST in relation to any supply under this contract, the parties agree that the amount of GST applicable on any supply from the Firms to the Company under or in respect of this contract shall be reimbursed by the Company on actual basis as applicable on the supply by the Firms in pursuance of the contract. The same would be subject to the following:
- a) The Firms shall also indicate the possible locations and respective GSTIN's from where the supply is proposed to be made by him. Any exemptions/ tax benefits, if applicable to the Firms on the date of submitting the price bid shall be indicated by him and for the purpose of calculation of the amount of GST to be reimbursed, the Company shall factor such exemptions/ tax exemptions irrespective of withdrawal of such exemptions/ tax benefits to the Firms during the execution of the Contract.
 - b) Invoice/Debit Note containing particulars specified under the GST Act and related Rules, Notifications, etc as prescribed by the Government in this regard, shall be considered as appropriate and necessary for taking reimbursement of the GST so charged.
 - c) In the event that the Firms fails to provide the invoice in the form and manner prescribed under the GST Act and Rules, the Company shall not be liable to make any payment against such invoice.
- A.2.** Notwithstanding anything contained anywhere in the Contract, in the event that the input tax credit of the GST charged by the Firms is denied by the tax authorities to the Company for reasons associated with non-compliance/ incorrect compliance by the Firm, the Company shall be entitled to recover such amount from the Firm by way of adjustment from any of the subsequent invoices issued by the Firm on the Company. In addition to the amount of GST, the Company shall also be entitled to recover interest at the rate of applicable SBI base interest rate +2% and penalty, in case any penalty is imposed by the tax authorities. The Company shall determine whether the denial of credit is linked to the non-compliance/ incorrect compliance of the Firm and the said determination shall be binding on the Firm.
- Change in Law
- A.3.** Subject to clause A.2 above, if any rates of Tax are decreased or any change in interpretation or application of any Tax which entails a decrease in the Taxes declared by the Firm in the Price Schedule, which was or will be assessed on the Firm in connection with performance of the Contract (i.e. during scheduled completion period as per contract), an equitable adjustment of the Contract price shall be made to fully take

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into account any such change by deduction therefrom. However, if any rates of Tax are increased, which was or will be assessed on the Firm in connection with performance of the Contract, no change shall be made in the Contract Price and the Company shall not reimburse any additional amount payable thereto.

- A.4.** Subject to clause A.2 above, if a new Tax is introduced or an existing Tax is abolished, which was or will be assessed on the Firm in connection with performance of the Contract, an equitable adjustment of the Contract price shall be made to fully take into account any such change by addition to the Contract price or deduction therefrom.

B. Anti-profiteering measure

As per Section 171 of the Central Goods and Services Tax Act, 2017, any reduction in rate of tax on any supply of goods or services or the benefit of input tax credit shall be passed on to the recipient by way of commensurate reduction in prices. In pursuance of the above provision, Firm is required to factor in the credit efficiencies available under GST and benefit due to reduction in tax rate to the Company and accordingly, declare the prices in the Price Schedule.

C. Rate quoted by the bidder shall remain firm & fixed and shall be binding on the Successful Bidder till completion of work irrespective of actual cost of execution of the project. No escalation in rate quoted by the bidder will be granted on any reason whatsoever. The bidder shall not be entitled to claim any additional charges, even though it may be necessary to extend the completion period for any reasons whatsoever.

D. The offer must be kept valid for a period of 180 days from the last date of bid submission. No escalation clause would be accepted. The validity can be further extended as per requirement of RECPDCL.

I. GENERAL TERMS AND CONDITIONS

- i. This EOI is only for the purpose of short-listing of firms and does not carry any assurance for allotment of Comprehensive Audit assignments.
- ii. The firm should not be under black list by any Govt./Semi Govt./State Govt./PSU etc., Undertaking regarding this should be provided by the bidder as per Form-V.
- iii. Only final appointed firms will be intimated about their selection in due course.
- iv. RECPDCL reserves its right to accept or reject any application without assigning any reasons thereof. The decision of the Company for appointment of the firm will be final and binding upon all the participants.
- v. RECPDCL reserves the right to verify/confirm all original documentary evidence submitted by the bidder in support of above mentioned eligibility criteria, failure to produce the same within the period as and when required and notified in writing by RECPDCL shall result in summarily rejection of the bid.
- vi. RECPDCL reserves the right to waive off any shortfalls; accept the whole, accept part of or reject any or all responses to the EOI.

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- vii.** RECPDCL reserve the right to call for fresh tenders at any stage and /or time as per the present and /or envisaged RECPDCL requirements even if the tender is in evaluation stage.
- viii.** RECPDCL reserve the right to modify, expand, restrict, scrap, and re-float the tender without assigning any reason for the same.
- ix.** The responder shall bear all costs associated with the preparation and submission of its response, and RECPDCL will in no case be responsible or liable for these costs, regardless of the conduct or the outcome of the tender process
- x.** The Comprehensive Auditor will ensure that the information obtained in respect of the RECPDCL's operations is maintained in strict confidence and secrecy.
- xi.** Sub-contracting of the work is not permitted.
- xii.** If performance of the audit team is not found satisfactory, RECPDCL's management reserves the right to terminate the appointment of the Firm.
- xiii.** The Audit Firm will be debarred from getting, in future, Any Audit assignments in RECPDCL and its subsidiaries/Holding in the following cases :-
 - a) If the Firm obtains the appointment on the basis of false information/false statement at the time of submission of application/documents for the EOI.
 - b) The Audit Firm is found to have sub-contracted the work.
 - c) If the Firm does not take up audit in terms of the appointment letter.
 - d) If the Firm does not submit the Audit Report, complete in all respect, in terms of the appointment.

SECTION-VI ELIGIBILITY CRITERIA AND BID EVALUATION METHODOLOGY

1. A combined evaluation of both Quality and Cost Based System (QCBS) will be followed for selection of the bidder.
2. The technical bid would be evaluated first and points would be allotted to the bidders based on the technical parameters as mentioned in Form III attached herewith.
3. Thereafter, the financial evaluation will be done for only those bids which qualify technically with at least 50% score based on the technical parameters. The lowest financial bid (L1 bid) will be given a score of 100 points. The financial scores of the other financial bid are to be calculated as under:-

$$\text{Financial Score} = \frac{\text{Price of Lowest Bidder (L1)}}{\text{Price of the bidder under consideration (L2, L3 etc.)}} \times 100$$

4. The technical and financial scores will then be given 70% and 30% weightages respectively. Bids will be ranked accordingly to their combined technical and financial scores using the weights mentioned as per the following formula:-

$$\text{Combined Scores} = \text{Technical Score} \times 70\% + \text{Financial Score} \times 30\%$$

The applicant achieving the highest combined technical and financial score as above would be selected for appointment. In the event two or more bids have the same combined scores in the final ranking, then the bid with the higher financial score would be recommended for appointment.

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**SECTION-VII DOCUMENTS/FORMS TO BE
SUBMITTED/UPLOADED BY THE BIDDER**

Following Documents/Forms are required to be submitted /uploaded by the bidders(as per the formats attached herewith)

- 1 Letter for Submission of EOI as per Form-I
- 2 Format of Application as per Form-II
- 3 Technical marks evaluation as per Form-III
- 4 Financial Bid evaluation as per Form-IV
- 5 Undertaking towards not being black listed as per Form-V
- 6 EMD amount of Rs.5000/- by way of DD

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FORM-I

Letter for Submission of EOI

To,
Chief Financial Officer
REC Power Distribution Company Ltd.
4th Floor Kribhco Bhawan, A-10,
Sector-4, Noida (UP)-201301

Sub.: APPOINTMENT OF AUDIT FIRM FOR CONDUCTING COMPREHENSIVE AUDIT OF
REC POWER DISTRIBUTION COMPANY LIMITED FOR THE FINANCIAL YEARS 2015-16
AND 2016-17

Sir,

1. With reference to your EOI No dated _____ for APPOINTMENT OF AUDIT FIRM
FOR CONDUCTING COMPREHENSIVE AUDIT OF REC POWER DISTRIBUTION COMPANY
LIMITED FOR THE FINANCIAL YEAR 2015-16 AND 2016-17, we wish to apply for
engagement with RECPDCL.

We hereby certify that-

2. We have read the provisions of all clauses and confirm that notwithstanding anything stated
elsewhere to the contrary, the stipulation of all clauses of Tender are acceptable to us and we
have not taken any deviation to any clause.

3. We further confirm that any deviation to any clause of Tender found anywhere in our Bid,
shall stand unconditionally withdrawn, without any cost implication what so ever to the
RECPDCL.

4. Our bid shall remain valid for period of 180 days from the last date of bid submission.

5. The EMD amount of Rs..... is enclosed vide DD No.....

Date:
Place:

Signature:
Full Name:

Designation:
Address:

Note: In absence of above declaration/ certification, the Bid is liable to be rejected and shall not
be taken into account for evaluation.

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FORM-II

FORMAT OF APPLICATION

1. Name of the Firm:-
2. Registration No. of the Firm:-
3. Date of Registration of the Firm:-
4. Details of Head Office:-

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

5. Details of Proprietor/ Partners in the Firm / Limited Liability Partnership:-

SI No	Name of the Partner/Proprietor	Membership No.	Membership Status ACA/ACMA/ FCA/ FCMA/CISA/ DISA	Date of joining the firm as
1.				
2.				
3.				

6. Details of Qualified Employees:-

SI. No.	Name of the Employees	Membership No.	Whether ACA/ACMA/FCA/ FCMA/CISA/DISA/CS	Date of joining the firm as Qualified Employee
1.				
2.				
3.				
2.				
3.				

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7. Details of Technical Expert:-

Sl. No.	Name of the Employees	Engineering Field in which qualified	Qualification	Date of joining the firm as
1.				
2.				

8. Experience of Internal Audit assignment in Central/State Government PSU (Bank experience will not be counted) in last Five financial years:-

Sl.No	Name of Company/Auditee Unit	Year of Audit	Type of Audit
1.			
2.			
3.			

9. Experience of Comprehensive/Statutory Audit in Central/State Government PSU in last three financial years:-

Sl.No	Name of Company/Auditee Unit	Year of Audit	Type of Audit
1.			
2.			
3.			

10. Annual turnover in last three financial years:-

S.No.	Year	Turnover in Rs.
1.	2014-15	
2.	2015-16	
3.	2016-17	

11. Details of Office located in Delhi NCR:-

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

12. Income Tax PAN No. of the Firm:

13. GST Registration No. :

Signature of Proprietor/ Partner with
Name & Seal of the Audit Firm.

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FORM-III

Technical Bid

Name of Bidder:-

Technical marks would be given as under:-

S.No.	Criteria as on 1 st April 2017	Point per criteria	Maximum Points	Documents Required to be submitted by bidder for proof	Marks as claimed by Bidder
1.	No. of completed years of existence from the date of registration	1 point per completed year	15 (Fifteen)	Copy of certificate of Incorporation from the Institute of Chartered Accountants of India/Institute of Cost Accountants of India/ Institute of Company Secretary of India	
2.	Any one qualified ISA/DISA/CISA/CIA partner	Lump sum	5 (Five)	Copy of certificate of Incorporation from the Institute of Chartered Accountants of India/Institute of Cost Accountants of India/ Institute of Company Secretary of India	
3.	No. of CA/ICWA/CMA/CS qualified employee/partner	1 point per qualified employee/partner	15 (Ten)	Copy of certificate of Incorporation from I.C.A./Partnership Deed/Appointment letter or Salary slip in case of Employee	
4.	No. of Technical Experts (B.E/B.Tech/M. Tech. or equivalent)	Lump sum	5 (Five)	Copy of Appointment Letter or Salary slip in case of Employee and Proof of Qualification	
5.	Experience of	3 point per	15	Work order and	

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	Internal Audit assignment in Central/State Government PSU in last five Years(Banks experience will not be counted)	3 point per assignment	(Fifteen)	copies of completion certificate of respective PSU's/Proof of final payment received.	
6.	Experience of Statutory Audit assignment in Central/State Government PSU in last three Years	3 point per assignment	15 (Fifteen)	Work order and copies of completion certificate of respective PSU's/Proof of final payment received and audited financial statements.	
7.	Average annual turnover of last three years	1.5 point per 10 lakh average turnover	15 (Fifteen)	Audited Financial statements / Copy of ITR	
8.	Firm having HO/Branch office registration in Delhi including NCR	Lump sum	15 (Fifteen)	Rent Agreement/Electricity bill/Telephone bill/Copy of Certificate of Incorporation from I.C.A.I	
	Total Technical Score (T)	Total	100		

Signature:
Full Name:

Designation:
Address:

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FORM-IV

Financial Bid

Name of Bidder:-

Particulars	Fees quoted all-inclusive in lump sum (exclusive of GST)
Lumpsum Professional Fee for conducting Comprehensive audit for both the Financial years 2015-16 and 2016-17	Rs. (Rupees.....)

(The above fee is all inclusive cost covering professional fee, travel cost and any other cost/ out of pocket expenses)

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FORM-V

UNDERTAKING TOWARDS NOT BEING BLACK-LISTED

I, _____ Authorized Signatory of M/s _____
hereby give undertaking that we, as a Firm are not black-listed by any Central/ State
Government/ Semi-Government Organization/ Public Sector Undertaking/ Private Institution in
India.

Further, if information furnished above stands false at any stage, we shall be completely liable
for actions taken by RECPDCL as per terms & conditions of the tender including disqualification
and exclusion from future contracts/assignments etc.

(Signature of Authorized Signatory)

Name:

Designation:

Seal: