



टीएचडीसी इण्डिया लिमिटेड

(भारत सरकार एवं उत्तर प्रदेश सरकार का संयुक्त उपक्रम)

THDC INDIA LIMITED

(A Joint venture of Govt. of India & Govt. of U.P.)

No: THDCIL/RKSH/F&A/IA/ EOI/17-18/2

Date: 20.06.2017

EMPANELMENT AND APPOINTMENT OF COST AUDITOR FOR FINANCIAL YEAR 2017-18

Applications are invited from the reputed Cost Accountant Firms for the empanelment for the assignment of Cost Audit of the Company. The shortlisted panel will remain valid for 3 years from the F.Y. 2017-18 to 2019-20. At present Company intends to appoint for the F.Y. 2017-18.

Interested Cost Accountant Firms are requested to log on to www.eprocure.gov.in for detail advertisement and downloading of application form/pre-qualification criteria. Firms are required to send their applications in physical form in the prescribed Format at **Annexure – I** along with enclosures in sealed envelope super-scribed with **“APPLICATION FOR EMPANELMENT OF COST AUDITORS FOR F.Y. 2017-18, 2018-19 & 2019-20” thereon at the following address so as to reach this office latest by 20-07-2017 upto 2.00 PM.**

Tenders shall be opened on closing date at 3.00 PM in presence of the bidders who wish to be present at the above venue. The bids received after closing date and time will not be considered.

The application should be addressed to:-

The Sr. Manager (Internal Audit)

THDC India Limited, Bhagirathi Bhawan,

Bye-Pass Road, Pragatipuram, RISHIKESH – 249 201, (Uttarakhand)

E-mail: auditthdc@gmail.com

Phone: 0135-2473483/2473558

Save Energy for the Benefit of Self and Nation

Invitation of Proposal for Empanelment and Appointment of Cost Auditor(s) for the F.Y. 2017-18

1. Introduction :

THDC India Limited (formerly known as Tehri Hydro Development Corporation Ltd.), is a Joint Venture of Govt. of India and Govt. of Uttar Pradesh. The Equity is shared in the ratio of 75:25 between GOI and GOUP for the Power Component. The Company was incorporated in July'88 to develop, operate & maintain the 2400 MW Tehri Hydro Power Complex (comprising 1000 MW Tehri Dam & HPP, 1000 MW Tehri Pumped Storage Plant & 400 MW Koteshwar HEP) and other hydro projects. The Company has an authorized share capital of Rs 4000cr. THDCIL is a Mini Ratna Category-I and Schedule' A' CPSE. THDCIL has successfully commissioned the Tehri HPP during the year 2006-07 and Koteshwar HEP during the year 2011-12. The 1000 MW Tehri Pumped Storage Plant, which would utilize the Tehri and Koteshwar reservoirs as the pre-requisite upstream and downstream reservoirs, is presently under construction. In addition to the 2400 MW Tehri Hydro Complex, THDCIL is implementing the 444 MW Vishnugad Pipalkoti Hydro Electric Project (VPHEP) on river Alaknanda in Uttarakhand. THDCIL is also implementing 24 MW Dhukwan Small Hydro Project on Betwa river in Uttar Pradesh.

Government of UP has allotted Khurja Super Thermal Power Plant (2x 660 MW= 1320 MW) in Bulandshahar Distt to THDCIL for implementation. Towards diversification of the Company into Renewable Energy areas , THDCIL has commissioned 50 MW Wind Power Project at Patan and another Wind Power Project of 63 MW (30x2.1 MW) capacity at Dwarka, both in Gujarat. THDCIL has signed MOU with Solar Energy Corporation of India (SECI) for setting up Grid connected Solar Power Projects up to 250 MW capacities. THDCIL has also signed a tripartite agreement with SECI and Kerala State Electricity Board for development of 50 MW Solar project in Distt Kasargod , Kerala. In addition, there are various hydro projects of THDCIL under different stages of implementation i.e. Survey & Investigation and DPR preparation.

2. Maintenance of Cost Records and Cost Audit:

Under Section 148 of the Companies Act, 2013 the Ministry of Corporate Affairs, Govt. of India have issued the Companies (Cost Records and Audit) Rules, 2014 vide notification No. G.S.R. 425 (E) dated 30.06.2014. These rules have been further amended vide Notifications dated 31st December, 2014 and 14th July, 2016. THDCIL is maintaining cost records as prescribed under the said rules and is required to get its cost records audited in accordance with these rules.

3. Cost Auditors proposed to be appointed :

The Company intends to empanel firm of Cost Accountants for conducting cost audit for the F.Y. 2017-18 in respect of its hydro-electricity generating units located at Tehri & Koteshwar in the State of Uttarakhand and wind power projects for generation of electricity at Patan & Dwarka in the State of Gujarat. However, the shortlisted panel will remain valid for 3 years.

4. Scope of Work :

The broad scope of work would be:

4.1 To conduct Cost audit of the Company in accordance with the provisions of the Companies (Cost Records and Audit) Rules, 2014. Cost audit shall be in adherence to the relevant orders/ clarification, issued 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, from time to time.

4.2 Cost audit team should consist of adequate number of qualified/semi-qualified Assistants (Cost/ Chartered Accountant) led by a senior partner of the Firm so as to commensurate with cost audit work requirements.

4.3 Verification and certification of cost records/statements/proformas maintained by the Company as per the Companies (Cost Records and Audit) Rules, 2014.

4.4 Checking of cost accounting records/statements/proformas of respective audit units after the consolidation of the same for the Company as a whole.

4.5 Verification and certification of annexure to the cost audit report.

4.6 Cost audit firm so appointed shall commence cost audit and submit report to the Company as per the Companies (Cost Records and Audit) Rules, 2014 and within the time schedule communicated by the Company.

4.7 Compliance with any other instruction issued in respect of cost audit under the Companies Act, 2013.

5. Selection Criteria :

5.1 Firms of Cost Accountants registered with the Institute of Cost Accountants of India (ICAI) shall be considered for appointment as Cost Auditors for conducting Cost Audit of the Company. For the purpose of better co-ordination and smooth functioning, firms having registered offices, as per registration with ICAI, in the Northern India shall be given preference for the appointment as Cost Auditors of the Company.

5.2 The following will be the basis of marks for the selection and selection will be made on the basis of attainment of highest marks (Minimum Qualifying Marks: 50) :

Sl.	Parameter	Selection Criteria	Point(s) per criteria	Max. Marks
1	Firm's Experience	No. of years experience in practice since the date of Registration.	2 Marks per year	20
2	Employee Strength	No. of the Partners of the Audit Firm (Partners in whole time practice holding certificate of practice issued by The Institute of Cost Accountants of India)	2 Marks per Partner	10
3		Number of qualified assistants (Cost / Chartered Accountants) in the Firm. He should be a member of his respective institute	1 Mark per Qualified Assistant	5
4		Number of semi qualified assistants (Inter Cost/Chartered Accountant) in the firm	½ Mark per Semi-Qualified Assistant	5
5	Cost Audit Experience	Exposure of the Firm in the Public Sector Undertaking (PSU) in Power Sector Company under Central/ State Govt. in conducting Statutory Cost Audit (Name of the PSU, year of Audit)	3 Marks per Company	30
6		Exposure of the Firm in the Public Sector Undertaking (PSU) in other than Power Sector Company under Central/ State Govt. in conducting Statutory Cost Audit (Name of the PSU, year of Audit)	2 Marks per Company	20
7	Location of the Firm	Place of Registered Office/ Branch office of the Firm : Delhi(NCR)/ Uttarakhand = 10 Points UP/ Haryana/ Chandigarh = 6 Points Any other states/UT = 3 Points	10 Marks 6 Marks 3 Marks	10
TOTAL				100

Note :

1. Documentary evidence of all the information as stated above is to be furnished along with the offer. In absence of documentary evidence no marks will be awarded.
2. All the pages of the terms & conditions and documents submitted are to be signed with the seal of the firm and should be serially numbered.
3. In case of a tie, the following sequence shall be adopted for selection:
 - a) Firm with longer experience will be preferred based on the year of establishment.
 - b) Firm with a higher number of Fellow and or Associate Members of the ICAI as partners will be considered.

6. Terms and Conditions :

- 6.1** The tenure of appointment shall be at the sole discretion of the Company.
- 6.2** The Company reserves the right to accept/reject any or all the offers without assigning any reason what so ever therefore.
- 6.3** 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 authorized person of applicant firm.
- 6.4** The offer should be submitted strictly as per terms and conditions laid down in the document. Application documents duly sealed and signed are to be submitted in physical form as a token of acceptance of all terms and conditions. Application documents received through Facsimile/email shall not be considered.
- 6.5** The Company reserves the right to accept or reject any or all responses and to request additional submissions or clarifications from one or more applicant(s) at any stage or to cancel the process entirely at its sole discretion without assigning any reason whatsoever.
- 6.6** Application received after the 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.
- 6.7** Company reserves the right to decide on the number of Cost Auditors to be appointed and assignment of work centers (including addition/ realignment/ removal thereof) to be audited including rotation in assignment, if necessary.
- 6.8** Jurisdiction of courts: Any dispute arising out of or in respect of the contract will be subject to the jurisdiction of Court of Rishikesh (Distt. Dehradun, Uttarakhand) Only.

7. Audit Fee :

The schedule of fee will be as follows:

Cost Audit Fees shall commensurate with the cost audit work and shall be decided by the Company from time to time. The Cost Audit Fee for the F.Y. 2017-18 for Tehri & Kotewshwar Units shall be ₹60,000/- each and for Wind Power Projects shall be ₹50,000/- plus applicable service tax. The fee for consolidation and filing of Cost Audit Reports with MCA, Govt. of India in XBRL formats shall be ₹60,000/- (plus applicable service tax). The travelling and out of pocket expenses will be as per Company rules and shall be at actual subject to production of documentary evidence.

8. Compliance / Declarations / Certificates by Firm(s) on appointment :

The cost audit firm(s) shall have to comply, give declarations and submit certificates as the case may be, upon appointment as cost auditor(s), as under:

- 8.1** The Cost Audit firm shall not sub-contract the cost audit work.
- 8.2** 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 with in strict confidence and secrecy. A certificate towards maintaining confidentiality shall have to be provided by the Cost Auditor(s) on receipt of appointment letter from the Company or before commencement of cost audit.
- 8.3** No partner of the Audit Firm is related to Managing Director/ Whole time Director or Part-time Director of the company within the meaning of section 2 (77) of the Companies Act, 2013.
- 8.4** The cost auditor(s) will be required to issue & submit certificate of Independence and arms length relationship.
- 8.5** Neither the firm nor its partner(s) or associates should have any interest in the business of the Company.
- 8.6** Cost audit firm(s) shall have prime responsibility to ensure that the maximum number of audit limits specified under Companies Act, 2013 are not violated.
- 8.7** The cost audit firm(s) shall be free from any disqualification under the Companies Act, 2013. In addition to this, cost audit firm(s) must not be holding any assignment as Statutory Auditor(s) or Internal Auditor(s) of the Company.
- 8.8** The partners holding certificate of Practice issued by ICAI are in whole time practice.
- 8.9** The Audit Firm will be debarred from getting the cost audit in future of THDCIL in the following cases:
 - (a) If the firm obtains the appointment on the basis of false information/mis-statement.
 - (b) If the firm does not take up audit in terms of appointment letter.
 - (c) If the Firm fails to maintain/ honour confidentiality and secrecy of the Company's cost data, cost statement and cost information.
 - (d) If the Firm violets any of the stipulations from (8.1) to (8.8) above.

Format for submission of Offer

1. Name of the Cost Audit Firm:

2. Registration Number of the Cost Audit Firm
with Institute of Cost Accountants of India:
(Enclose the copy of Registration Certificate)

3. Particulars of Cost Audit Firm:

- i) (a) Address of the Firm as registered with ICAI:
(b) Other address of the Firm (if different from 'a'):
- ii) (a) Telephone Number with STD Code:
(b) Mobile No. of the Senior Partner (for Contact Purpose)
- iii) Fax Number with STD Code:
- iv) Email address of the Firm:
- v) Website of the Firm, if any:
- vi) PAN No. of the Firm:
- vii) GSTIN of the Firm:
- viii) Bank details for EFT:

1.	Bank Name, Address and Telephone No.	
2.	Branch Name, Address & Code	
3.	Bank Account number with type of Account i.e. Saving/ Current	
4.	IFSC Code No. of the Bank	
5.	A cancelled cheque of the said Bank	

4. Technical Details:

- i) Experience in practice (No. of years) (Details to be submitted in Annexure)
- ii) Experience of PSU Audit (Details to be submitted in Annexure)
- iii) Experience of PSU Audit in Power Sector (Details to be submitted in Annexure)
- iv) No. of Partners / Members Names & Addresses of the Partners along with their Membership Nos. to be given (Details to be submitted in Annexure)
- v) No. of qualified & semi- qualified assistants in the Firm (Details to be submitted in Annexure)

5. We hereby confirm the acceptance of all provisions and the terms & conditions of the Invitation without any deviation.

Place :

Authorized Signatory

Date:

With Official Stamp