

**EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT OF CHARTERED
ACCOUNTANTS AND CA FINALISTS AND COST ACCOUNTANT AS
CONSULTANTS**

1. INTRODUCTION

Uttar Pradesh State Construction and Infrastructure Development Corporation (UPSCIDCO) an ISO 9001:2015 Certified Company, was incorporated under the provision of Companies Act, 1956 in the year 1976 formerly known as Uttar Pradesh Samaj Kalyan Nirman Nigam. The UPSCIDCO comes under the administrative control of Social Welfare department of Uttar Pradesh Government. UPSCIDCO is mainly undertake works as Civil Engineers, to carry out construction, maintenances and improvement of building, School, road etc.

UPSCIDCO invites Expression of Interest (EOI) from eligible Chartered Accountants (CAs) and CA Finalists and Cost Accountant for empanelment as Consultants to support various financial, accounting, taxation, costing and compliance-related functions of the Corporation.

1. REQUIREMENT

- 1 Chartered Accountant (CAs) at Head Office
- 1 **Cost Accountant (CMA)** at Head Office and
- 2 **CA finalists** at Head Office and
- 3 **CA finalists** for units of the Corporation subject to decision of Management.

This empanelment is being undertaken to engage independent professionals purely on a consultancy basis for 1 Year. The engagement shall not create any employer-employee relationship and shall be governed by the terms of a consultancy agreement.



2. ELIGIBILITY CRITERIA and SCOPE OF WORK

Particular	Chartered Accountants (CAs)	Chartered Accountants (CAs) Finalist	Cost Accountant (CMA)
ELIGIBILITY CRITERIA	Chartered Accountant (CA) from ICAI.	CA inter (both group cleared)	Must be a qualified Cost Accountant (CMA) and a member of the Institute of Cost Accountants of India (ICAI-CMA).
	Graduation in Commerce from a recognized university.	Graduation in Commerce from a recognized university.	Graduation in Commerce from a recognized university.
	<p>1. Minimum 5 years post-qualification experience in a reputed company with an annual turnover of Rs. 500 crore or more.</p> <p>Or</p> <p>Candidate having experience of working in a CA firm handling assignment of client companies with turnover Rs. 500 or more.</p> <p>2. Working Knowledge of IND AS/AS and Auditing</p> <p>3. Expertise in MS excel, pivot table, V lookup practical knowledge</p>	<p>1. Working Knowledge of IND AS/AS and Auditing.</p> <p>2. Working Knowledge of GST Compliance viz. monthly quarterly return filling, handling of Notices etc.</p> <p>3. Income Tax TDS filling working Knowledge ensuring timely deduction of TDS and filling of returns thereon.</p> <p>4. Practical knowledge of MS office is must, knowledge related to V-Lookup, Pivot table related to MS-Excel will be an added advantage.</p> <p>5. Handling ROC</p>	Must have a minimum of 3 years of post-qualification experience in costing, budgeting, or cost audit functions in a construction/infrastructure company.



		<p>related compliances, assisting Company's Secretary in conducting meeting, Preparation of Minutes, Drafting of Notices related to Board and General Meetings etc.</p> <p>6. Proficiency in statutory audit and should have worked as assistant in conducting statutory audit.</p> <p>7. Reconciliation of data including bank reconciliation</p> <p>8. Assisting in monthly reporting and closure of accounts is also required.</p> <p>9. He should be updated with latest developments, software new advancement like cloud tally maintenance experience etc.</p>	
	Experience of working in Public Sector Undertakings (PSUs)/Central or State Government departments or Infrastructure Company will be given preference.		
SCOPE OF WORK	The Consultants will assist the Corporation in one or more of the following areas:		
	<p>1. Finalization and maintenance of accounts in accordance with statutory requirements.</p> <p>2. Finalization of</p>	<p>1. Reconcile accounts and address discrepancies.</p> <p>2. Maintain accurate financial records.</p>	<p>1. Cost audit and preparation of cost records in compliance with statutory requirements.</p> <p>2. Budget preparation,</p>

	<p>Balance Sheet</p> <p>3. Handling Direct and Indirect Taxation, including GST returns and compliance.</p> <p>4. Preparation and monitoring of budgets and presentations to management or government bodies.</p> <p>5. Coordination of Statutory Audit, Internal Audit, Tax Audit, and CAG Audit.</p> <p>6. Liaising with regulatory bodies, statutory authorities, and audit agencies.</p> <p>7. Supporting finance team in various project-related financial compliances.</p>	<p>3. Assisting in monthly reporting and closure of accounts is also required.</p> <p>4. Supporting finance team in various project-related financial compliances.</p> <p>5. Any work assigned by the Management related to Accounts and Finance.</p>	<p>cost estimation, and project cost control.</p> <p>3. Analysis of project costing, material consumption, and variance analysis.</p> <p>4. Monitoring of construction projects and providing cost efficiency recommendations.</p> <p>5. Assisting in preparation of financial/cost reports for management.</p> <p>6. Any other cost/accounting-related work as may be assigned by the Corporation.</p>
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3. MODE OF ENGAGEMENT

- (i) The selected candidates shall be engaged as Consultants through a Consultancy Agreement.
- (ii) The engagement will be on a fixed-tenure, consultancy basis only, and will not confer any right of permanent employment in the Corporation.
- (iii) Rs. 80,000 p.m will be paid as professional consultancy charges to Chartered Accountants (CAs) and 55,000 p.m. to Chartered Accountants (CAs) Finalist and Rs. 60,000 p.m. to Cost Accountant subject to applicable taxes (TDS u/s 194J of the Income Tax Act, 1961).



4. SUBMISSION REQUIREMENTS

Meeting the above criteria, interested candidate can submit the following documents:

- (i) Cover letter expressing interest for empanelment.
- (ii) Detailed CV/Resume highlighting educational qualifications, experience, and expertise.
- (iii) Copy of ICAI membership certificate (for CAs) / ICAI registration number (for CA Finalists) / Copy of CMA membership certificate (for Cost Accountant).
- (iv) Copy of PAN and Aadhaar.
- (v) Declaration regarding non-blacklisting and non-litigation

5. SELECTION PROCESS

The empanelment process will involve:

- (i) Scrutiny of applications for eligibility.
- (ii) Evaluation of educational qualifications, experience, and suitability.
- (iii) Personal interaction/interview with shortlisted candidates (if required).
- (iv) Final empanelment based on merit and requirements of the Corporation.

6. IMPORTANT DATES

Date of EOI Release: [16/09/2025]

Last Date for Submission: [23/09/2025]

Evaluation and Shortlisting: [30/ 09/2025]

Final Empanelment Announcement: [06 /10/2025]

7. SUBMISSION DETAILS

The EOI along with supporting documents must be submitted in a sealed envelope clearly marked as "EOI for Empanelment of Chartered Accountants as Consultant or EOI for



Empanelment of CA Finalists as Consultants" and "EOI for Empanelment of Cost Accountant as Consultant and addressed to:

1. Deputy General Manager (Finance)

Uttar Pradesh State Construction and Infrastructure Development Corporation
(UPSCIDCO)

TC-46 V, Vibhuti Khand, Gomti Nagar Lucknow

AND

Email to: upscidco.ho.acc@gmail.com

The Corporation reserves the right to accept or reject any or all EOIs without assigning any reason. The decision of the Corporation shall be final and binding in all respect.

