

NOTICE NO. 590.....

**U.P. POWER TRANSMISSION CORPORATION LIMITED**

**(A GOVERNMENT OF UTTAR PRADESH ENTERPRISE)**

**CIN. NO. U40101UP2004SGC028687**

**Empanelment of INTERNAL AUDITORS for Internal audit of the units of  
UPPTCL**

The Management of U.P. Power Transmission Corporation Limited, a public sector utility owned by Govt. of Uttar Pradesh, involved in transmission of energy across the state, hereby invites applications from eligible firms of Cost Accountants/Chartered Accountants for empanelment as internal auditors for Internal audit of UPPTCL Head Quarters and its various drawing & disbursing units located in various districts of Uttar Pradesh. Firms of Cost Accountants/ Chartered Accountants with minimum 5 years standing and having experience in public sector audit may send detailed request for proposal (RFP) along with "Form of Proposal", available on the website, along with supporting documents, to the undersigned within 30 days of publication of this advertisement, for their empanelment. Management of UPPTCL reserves all the rights of consideration and cancellation of applications.

Other details may be seen/downloaded from our website [www.upptcl.org](http://www.upptcl.org). Professional fees shall be admissible as decided by the Board/Management.

**Director (Finance),**

**U.P. Power Transmission Corporation Ltd.,**

**3<sup>rd</sup> Floor, Shakti Bhawan, 14 Ashok Marg, Hazaratganj**

**Lucknow - 226001 (U.P.)**

**"SAVE ELECTRICITY FOR THE NATION"**



**On Letterhead of CA Firm**

**Form of Proposal**

**Format for submission of information of the Chartered Accountant/Cost Accountant Firm for Selection as Internal Auditor of U.P. Power Transmission Corporation Ltd.**

<b><u>FIRM'S PROFILE</u></b>		
1.	Name of Firm	:
2.	Registration No.	:
3.	PAN No.	:
4.	GSTIN of Firm	:
5.	Address – (a) Head Office Address (b) Branch Office Address	:
6.	Date of Establishment	:
7.	<u>Contact:-</u> Landline No. Mobile No.	:
8.	E-Mail	:
9.	Constitution of Firm	:
10.	Name of Partners (with membership No.)	:
11.	Reg. on CAG Panel	:
12.	Reg. on RBI	:
13.	Experience of the Firm	:
	Name of Organization (Work Done)	:
	(i) Experience with UPPCL/UPPTCL/UP Rajya Vidyut Utpadan Nigam Ltd./DISCOMS (ii) Experience with other Organization.	:
14.	Audit Staff (No. of persons)	:
15.	Other information, if any	:

**Signature of Authorised Signatory  
Name & Designation  
Seal of CA/CMA Firm**

**Date :**

**Place :**

**Note : Copies of certificates/documents in support of above details shall be attached.**



**REQUEST FOR PROPOSAL (RFP) DOCUMENT FOR EMPANELMENT OF  
FIRM AS INTERNAL AUDITOR OF DRAWING AND DISBURSEMENT  
UNITS OF U.P. POWER TRANSMISSION CORPORATION LTD.**

**1. OBJECTIVE:-**

U.P. Power Transmission Corporation Ltd. (UPPTCL) intends to empanel eligible firm for the Internal Auditor of its drawing and disbursement Units for the financial year 2023-24. The very prime objective of the management is to cover up all the areas of the activities under Internal Audit for which detailed scope of work will be provided later. The Internal Audit will aim at ensuring proper and full compliance of rules, orders and procedures as prescribed and to avoid inefficiencies as well.

**2. ELIGIBILITY CRITERIA: -**

- (1) Only firms of practicing Chartered Accountants/Cost Accountants are eligible for the Internal Audit assignment.
- (2) The Firm must have completed minimum 5 years of existence. (Firms which have completed longer period will be given preference).
- (3) Firms having experience of Internal Audit or audit of Power Sector Companies /Distribution Companies will be given preference.
- (4) Only those Firms having their Head Office/ Branch Office located in Uttar Pradesh shall be eligible to apply.
- (5) The Firm which has been allotted the work of internal audit for FY 2022-23 in UPPTCL, will not be eligible for empanelment and need not to apply.

**3. SUPPORTING DOCUMENTS: -**

- (1) Profile of the firm.
- (2) Registration Certificate of Firm issued by ICAI / ICWAI.
- (3) The firm shall submit a declaration for numbers of years in existence and experience.
- (4) Copy of PAN Card and GST Registration Certificate (if applicable).

**4. SUBMISSION OF THE PROPOSAL: -**

The proposal in the prescribed format with profile of firm and all other necessary documents should be submitted within 30 days from publication of this advertisement at following address:-

TO,  
DIRECTOR (FINANCE),  
U.P. POWER TRANSMISSION CORPORATION LTD.,  
3<sup>rd</sup> FLOOR, SHAKTI BHAWAN, 14 ASHOK MARG,  
LUCKNOW.



**5. SCOPE OF THE INTERNAL AUDIT:-**

Empanelled firms of Chartered Accountants/Cost Accountants will be required to examine and check the books of accounts and records incidental to the working of company headquarters/units concerned, as per Terms of Reference (TOR), which will be provided to the firms after finalisation of empanelment process.

**6. ALLOCATION OF UNITS:-**

Any unit of the UPPTCL can be allotted to any firm. The management decision in this regard will be final and any communication regarding change of unit will not be entertained.

**7. OTHER CONDITIONS:-**

- (1) The management of U.P. Power Transmission Corporation Ltd. reserves its right to reject any proposal without assigning any reason.
- (2) If the empanelled firms of Chartered Accountants/Cost Accountants do not undertake the Internal Audit work or complete the Internal Audit work within the stipulated time limit, the management of U.P. Power Transmission Corporation Ltd. may assign the work to other firms and the loss of work shall be considered for penalty to original firm and the name of that particular firm will be removed from the list of empanelment and extra expenses incurred by the management in getting the work done shall be levied on the original firm to whom the work was previously assigned.
- (3) The management of U.P. Power Transmission Corporation Ltd. will have full rights to oust any of the firms from empanelment without assigning any reason and also to change the units & offices allotted for Internal Audit Work of empanelled firms.
- (4) In future, if any embezzlement, fraud or financial irregularities are noticed/found in units/offices for which Internal Audit work has already been conducted by the empanelled firms of Chartered Accountants/Cost Accountant, the said firm will also be ousted from the empanelment of future.