



VISVESVARAYA JALA NIGAM LIMITED

(A Government of Karnataka Enterprises)
No.148, Embassy Square, Infantry Road, BENGALURU -560 001.
Ph: 080-22863071,
CIN:_ U41000KA2016SGC097260

**REQUEST FOR QUOTATION [RFQ] DOCUMENT
THROUGH KPP Portal**

NAME OF THE ASSIGNMENT

**APPOINTMENT OF INTERNAL AUDITORS
FOR REGISTERED OFFICE, BENGALURU
& CENTRAL OFFICE, CHITRADURGA
AND PROJECT OFFICES OF VJNL
FOR FY 2023-24 & 2024-25**

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CHAPTER - 1

NOTICE INVITING BIDS

VISVESVARAYA JALA NIGAM LIMITED
(A Government of Karnataka Enterprises)
No.148, Embassy Square, Infantry Road,
BENGALURU - 560 001.

TEL : 22289966 / 22256688, FAX: 080 22264477 email: mdvjnl@gmail.com

**Sub: Invitation of Competitive Quotations for Appointment of Internal Auditors
for FY 2023-24 & 2024-25**

No : VJNL/ 2023-24/SE0029

Date. 01.01.2024

- Visvesvaraya Jala Nigam Ltd. was incorporated for the purpose of execution of certain major and medium irrigation projects coming under Upper Bhadra, Yethinaholle and other projects in the State of Karnataka.
- The Registered office of the Company is situated at Bengaluru, Central Office at Chithradurga and Zones at Tumkur and Chithradurga.
- The Company invites Short term tender for carrying out internal audit at Registered Office, Central Office, Zones, Circles, Divisional offices for the FY 2023-24 & 2024-25.
- In this context bids are invited from eligible Chartered Accountant/ Cost Accountant firms as per the Criteria mentioned in the Request For Quotations (RFQ) document.
- The eligible Chartered Accountant firms / Cost Accountant firms may download RFQ document from <https://kppp.karnataka.gov.in> from 01.01.2024 to 15.01.2024.
- Please note that henceforth, further changes, if any, will be updated only on VJNL website, i.e. <https://vjnl.karnataka.gov.in>
- The last date of submission of bid documents is 27.01.2024.

sd/-
(MANAGING DIRECTOR)

CHAPTER 2

LETTER OF INVITATION

No : VJNL/FD/INT AUDIT/ 2022-23/

Date. 06.11.2023

Sir(s),

**Sub: Request for quotation for appointment of internal auditors
for the FY 2023-24 & 2024-25.**

1. Quotations (Bids) in the prescribed forms are hereby invited by the Managing Director, Visvesvaraya Jala Nigam Ltd., Registered Office, Bengaluru as per the provisions of **The Karnataka State Transparency in Public Procurements Act, 1999.**

Particulars	Purpose
Name of the Assignment	Appointment of Internal Auditors for Internal Audit at Registered Office, Bengaluru, Central Office, Chithradurga, Zones, Circles ,Divisions and Land Acquisition Offices in the districts of Chikkaballapur, Kolar, Bengaluru Rural, Chitradurga, Chickamagalur, Hassan, Shivamogga, Davanagere and Tumakuru Districts of Karnataka for the FY 2023-24 & 2024-25.
Estimate Cost/Amount put to tender	Rs.5.00 lakhs per year (Excluding out of pocket expenses i.e travelling & refreshment expenses)

2.The following details are provided in this Request for Quotation (RFQ) document to enable you to submit your quotation:

Chapter No.	Particulars
1	Request for Quotation Notification
2	Letter of Invitation
3	Brief history & background of the company and nature & scope of work
4	Procedure for submission of Bids
5	Eligibility and Pre-qualification Criteria
6	Method of Evaluation of Technical Bid
7	Terms of payment
Sch.- A	Technical bid
Sch.- B	Financial bid
Ann-I	Format of Declaration
Ann- II & IIA	Details of offices where internal audit has to be carried out
Ann- III	Organization Structure
5	Eligibility and Pre-qualification Criteria

3. Following are the schedule of events for submission of quotations:

Sl. No.	Events	Date
1	Date of uploading RFQ document in VJNL website.	01.01.2024
2	Last date for downloading RFQ document from website	15.01.2024
3	Last date for submission of pre-bid query if any in writing only before 2 pm.	22.01.2024
4	Pre-bid meeting @ 2.00 pm	23.01.2024
5	Last date for submission of bid @ 17.00 hrs	27.01.2024
6	Date of opening of Technical bid@ 11.30 am	29.01.2024
7	Date of opening of Financial bid @ 04.30 pm.	09.02.2024

4. Other relevant Information:

Sl. No	Particulars	
1	Name and Address of the Procuring Entity	VISVESVARAYA JALA NIGAM LTD. No.148, Embassy Square, Infantry Road, Bengaluru - 560 001 TEL: 080 22289966 / 22256688, FAX: 080 22264477 <i>email:vjnlfinance@gmail.com,</i> <i>Website: vjnl.karnataka.gov.in</i> CIN : U41000KA2016SGC097260
2	Designation and Address of the Tender Inviting Authority	MANAGING DIRECTOR VISVESVARAYA JALA NIGAM LTD. No.148, Embassy Square, Infantry Road, Bengaluru - 560 001 TEL: 080 22289966 / 22256688, FAX: 080 22264477 <i>email:vjnlfinance@gmail.com,</i> <i>Website: vjnl.karnataka.gov.in</i> CIN : U41000KA2016SGC097260
3	Place of Opening of Proposal	Board Room, Registered Office at the above mentioned address.

5. Estimate Cost / Amount put to tender

Sl. No.	Project Zones /Offices	No of Offices	Rate for Audit per Office per year (Excluding out of pocket expenses)
1	CE UBP Chitradurga Zone	13	15,385/-
2	CE YHP Tumkur Zone	9	22,222/-
3	RO and Central Office	2	50,000/-

Yours faithfully,
sd/-
MANAGING DIRECTOR

CHAPTER - 3

BRIEF HISTORY, BACKGROUND OF THE COMPANY, NATURE & SCOPE OF WORK

3.1. **VISVESVARAYA JALA NIGAM LIMITED** was incorporated as a wholly owned Government of Karnataka Company under Companies Act, 2013 on 20th October, 2016.

3.2. MAIN OBJECTS OF THE COMPANY.

3.2.1. Plan, investigate, estimate, build, operate and maintain all kinds of infrastructures like Dams, Reservoirs, Barrages, Weirs, Canals, Lift Irrigation Schemes, Solar Irrigation Systems, Pipelines, Road Works, etc., required for the Project for supply of water for irrigation, drinking, power generation and other purposes including the works of Command Area Development Authority (CADA).

3.2.2. To take up and implement the projects based on the study report submitted by the Expert Committee for formulation of permanent irrigation facilities to Kolar and Chikkaballapur Districts and to take over the implementation and management of Yettinahole Integrated Drinking Water Project and the Upper Bhadra Irrigation Project and allied Projects from Karnataka Neeravari Nigam Limited and also other Projects that the Government of Karnataka may entrust from time to time for catering to the water needs of the drought prone areas of Chikkaballapur, Kolar, Bengaluru Rural, Chitradurga, Chickamagalur, Hasan, Davanagere and Tumakuru Districts of Karnataka.

3.2.3. To plan, promote, build, operate and adopt modern irrigation systems /methods like sprinkler, drip, solar water pumps and any other methods or systems for effective utilization of water and build, construct, operate, maintain irrigation project entrusted by the Government of Karnataka including providing rehabilitation of people and places affected by the building of water utilization projects and promote suitable scheme for afforestation and control flood by adopting suitable ways, means and standards and also providing navigation, leisure / recreation activities, fisheries, etc., in the rivers / water bodies.

3.1. A BRIEF SUMMARY OF THE BUSINESS/ ACTIVITIES OF THE ISSUER AND ITS LINE OF BUSINESS.

0.3.1. With a view to expedite completion of the Upper Bhadra project and Yettinahole project the Government of Karnataka promoted Visvesvaraya Jala Nigam Limited and was incorporated on 20th October, 2016 as a Public Limited Company under the Companies Act.

0.3.2. The Company is responsible for planning, investigating, estimation, execution, operation and maintenance of all the irrigation projects coming under Upper Bhadra and Yettinahole Projects and all kinds of

infrastructures like Dams, Reservoirs, Barrages, Weirs, Canals, Lift Irrigation Schemes, Solar Irrigation Systems, Pipelines, Road Works, etc., required for the Project for supply of water for irrigation, drinking, power generation and other purposes including the works of Command Area Development Authority (CADA) and such other related works across rivers mainly Krishna, Ghataprabha, Malaprabha, Tunga, Bhadra, Varada, Tungabhadra, Bhima, Godavari, and Varahi in Karnataka. The Company has also been executing other irrigation projects entrusted to it by Government of Karnataka from time to time.

0.3.3. The Company is also entrusted with the rehabilitation and resettlement of the people affected by the Project.

0.3.4. The Company is authorized to borrow or raise required resources through issue of Bonds or Term Loans and any other securities for the purpose of the projects being executed by it.

0.3.5. The Company has been empowered to levy and collect water charges from individual farmers, group of farmers, Water Users Co-op. Society(WUCS) including CADA, Town panchayaths, City Municipalities and industries and recover revenues.

0.3.6. The status of the projects being executed by the company and the Annual Reports are available for reference at the company's website viz. vjnl.karnataka.gov.in.

3.4 ORGANISATION STRUCTURE: The organization structure of VJNL is given Ann - III.

3.5 SCOPE OF ASSIGNMENT:

3.5.1. The scope of the assignment and methodology for internal audit is set out in internal audit manual in detail.

3.5.2. For the purpose of easy manageability of the works, the project units have been divided into zones, circles, divisions and sub-divisions. The details are given in **Ann-IIA**.

3.5.3. The maintenance of the accounts is centralised at the Registered Office, Bengaluru. The books of account are maintained on double entry book-keeping system through Tally package. In addition to this certain ledgers also maintained manually at the zones, circle and division offices as per the PWD Codal provisions. However, the internal audit has to be carried out at all the offices listed in **Ann-IIA**.

3.5.4. Though efforts are made to define all the areas of importance, the scope of the assignment set out in the manual is neither exhaustive nor to be limited to the extent of manual.

- 3.5.5. The Internal auditors are also required to devise additional areas of inspection and examination of the documents/areas of operation which in their opinion deem appropriate so as to minimize loss of revenue, increase transparency and internal controls, maximize functional efficiency, detect/prevent frauds and mismanagement, efficient application of contract resources and finances, adherence to regulatory mechanisms as per the contract documents, adherence to Indian Accounting Standards, Standards on Internal Audit and to the requirement of Companies Act, 2013 and Rules there under etc.
- 3.5.6. The internal auditor should facilitate strengthening the internal controls at all spheres of operation of the company.
- 3.5.7. Internal Auditors are requested to meet the requirements under Standard for Internal Auditors issued by ICAI and to comply with the provisions of Companies Act, 2013 read with relevant rules.

3.6 Bidders are requested to consider following points before Submitting Financial Proposal.

- 3.6.1 The annual programme of works (AWP) for the FY 2023-24 would be about Rs. 4,684.51 crore and for FY 2024-25 would be about Rs. 6,000 crores. The above may be taken into consideration before submitting the financial proposal.
- 3.6.2 Audit team should include one experienced qualified partner, one qualified team leader and sufficient number of semi-qualified assistants/B.com graduates.
- 3.6.3 Staff Pattern: The Chartered Accountant Firm/ Cost Accountant Firm shall provide adequate staff for the assignment.
- 3.6.4 In order to have efficiency and continuity of audit, the team identified for a particular division shall not be changed quarter to quarter. The same team shall conduct audit for the entire financial year.
- 3.6.5 The Registered Office of the company is at Bengaluru and Central office at Chithradurga. The project offices are located at various places of Chikkaballapur, Kolar, Bengaluru Rural, Chitradurga, Chickamagalur, Hasan, Davanagere, Shivamogga and Tumakuru Districts of Karnataka.
- 3.6.6 The internal auditor should attend Audit Committee meetings.
- 3.6.7 The detailed nature and scope of work and the extent of coverage are as stated in the Internal Audit Manual.

CHAPTER - 4

PROCEDURE FOR SUBMISSION OF BIDS

4.1. Payment of Tender processing fee and EMD

- 4.1.1. A non-refundable tender processing fee as determined by the KPP portal platform shall be payable, electronically, by the Proposers at the time of submitting proposals.
- 4.1.2. The Proposers (Bidders) shall pay security deposit of ₹ 50,000/- towards Earnest Money Deposit (EMD). The EMD of the Successful bidder will be taken to VJNL account and the same is refunded on successful completion of the assignment.
- 4.1.3. EMD of unsuccessful Proposers will be returned back to their respective Bank a/cs automatically through online EMD Refund System of E-Governance Department, Government of Karnataka.
- 4.1.4. Kindly note that if transaction/Processing fee and EMD are not submitted properly, bids are likely to be rejected automatically at KPP portal.

4.2. Instructions for submitting Proposals

- 4.2.1. Upload copies of all the documents as specified in the RFQ document.
- 4.2.2. **The fees quoted in Schedule - B should be inclusive of all Taxes (including GST), out of pocket expenses and all other expenses.**
- 4.2.3. **The VJNL or any of the offices under VJNL will not reimburse out of pocket expenses viz. conveyance, boarding & lodging, travelling and/or any incidental expenses.**
- 4.2.4. Tax will be deducted at source as per the provisions of IT Act, prevailing at the time of payment.
- 4.2.5. **Proposers (Bidders) are requested to note the Scope of Work and details of assignment before proposing the fee. Fee quoted by the bidders will remain the same for both the financial years and no upward revisions are permitted. Further, no additional or enhancement of fees will be entertained.**
- 4.2.6. The fee should be quoted on yearly basis in INR only.
- 4.2.7. Proposers may please note that for Technical qualification all the eligibility criteria and Documentation requirement should be uploaded to the satisfaction of the Company.
- 4.2.8. Any deviation in respect of dates and timings are not allowed.
- 4.2.9. The supporting documents, wherever required, evidencing the criteria prescribed for evaluation of Technical Proposal shall have to

be enclosed. Any ambiguity in any of the information furnished will entail non-consideration of such information for the purpose of evaluation of Technical Proposal.

4.2.10. The documents are to be uploaded properly.

4.2.11. The completed Pre-qualification, Technical and Financial proposal must be uploaded on/or before the scheduled date and time stated in this RFQ document along with prescribed tender processing Fee and EMD.

4.2.12. The company is not responsible for Technical problems encountered while submitting proposals, payment of tender processing fee and EMD amount. Proposers (Bidders) are requested to submit their proposal well in time considering the processing time involved and the time involved in remittance of fees and EMD through on-line payment system.

4.3 Other procedures:

4.3.1 The Proposals along with prescribed documents shall be submitted through KPP portal. The Proposers (Bidders) are therefore requested to familiarize themselves with the procedure of KPP portal thoroughly before submission of Proposal.

4.3.2 Mere issue of Proposal Document does not qualify Chartered Accountant/Cost Accountant firm for appointment. The Proposer i.e Chartered Accountant/Cost Accountant firm which does not comply with the eligibility criteria mentioned in the Tender Notification will be rejected.

4.3.3 The submission of proposals by the Chartered Accountant firm/Cost Accountant firm implies that they have read and understood all the contents of Tender Notification.

4.3.4 The Company reserves the right to accept/reject all or any of the tenders without assigning any reasons.

4.3.5 The Company reserves the right to include/exclude any work in the scope of work.

4.3.6 Conditional proposals are not acceptable and the same will be rejected.

4.3.7 Proposals shall be valid for 90 days from the last date of submission of Bids.

4.3.8 Selected Chartered Accountant /Cost Accountant firm shall submit Declaration on Rs.100/- stamp paper duly notarized as per the format given in Annexure-1 and a duly signed and sealed copy of the RFQ Document before issue of Appointment Letter.

4.3.9 The selected Bidder should accept the mandate within 15 days from the

date of appointment letter. In the event of non-acceptance, the same shall be offered to second lowest fee bidder.

4.3.10 Efforts are made to provide all the required details in the RFQ Document. In case of any query, proposers may contact Assistant General Manager (Finance) and/or General Manager (Finance), VJNL, Registered Office, Bengaluru at telephone number: 080 22289966 / 22256688.

4.4 E-Tendering:

4.4.1 All Proposals are accepted only through KPP Portal, for which the Proposers should purchase Digital Signature Certificate from any of the Empanelled Certifying Authorities as mentioned in the KPP Portal.

4.4.2 Proposers who wish to undergo training on e-Procurement can contact e-procurement Helpdesk, Government of Karnataka, M.S. Building, II Gate, Room No. 108, K.R. Circle, Bengaluru -560001.

4.4.3 Kindly note that the training on e-procurement will be given by the Government of Karnataka on all Saturdays (except second Saturdays) between 11 a.m. to 5 p.m. on prior appointment.

4.4.4 Any changes/notifications will be uploaded in the KPP Portal and in the company's website <https://vjnl.karnataka.gov.in> and shall be binding on all the participating Proposers (Bidders).

4.4.5 The Company shall not be held responsible for any technical problems encountered during submission of Proposal (Bid) through KPP Portal, delay in remittance of Tender Processing fee and EMD through on-line payment system.

4.4.6 Bidders may keep in mind that the remittance of Tender Processing Fee and EMD are only through on-line payment system. The payments can be made only on bank working days and during banking hours.

4.4.7 Further Bidders may note that the submission of proposals through KPP Portal is not possible after the Last date and Time mentioned for submission of Proposals mentioned in this RFQ document.

CHAPTER - 5

ELIGIBILITY AND PRE-QUALIFICATION CRITERIA

- 5.1. **Pre-qualification Criteria:** In order to be eligible for pre-qualification, the Proposers should satisfy following eligibility criteria and should include following documents :
- 5.1.1. Should be a Chartered Accountants or Cost Accountants Partnership firm/LLP with a minimum of 10 years' experience. Kindly upload scanned copy of the Self Certified Registration Certificate issued by Institute of Chartered Accountants of India/Institute of Cost Accountants of India along with the firm's registration number.
- 5.1.2. Scanned copy of declaration as per the format given in **Ann-I** should be submitted in the Letter head of the Bidding firm/company at the time of submitting the proposal with signature/ seal of the authorized partner.
- 5.1.3. The selected CA/CMA firm/company should submit the original declaration form on a stamp paper ₹ 100 value duly notarized at the time of offer of appointment.
- 5.1.4. If any one or more of the above pre-qualification criteria are not satisfied, the proposals (Bids) will be disqualified at this stage and will not be considered for further evaluation.
- 5.2. **Eligibility criteria for Technical Qualification:** In order to be eligible for Technical qualification, the Proposal should include following documents and score minimum required score for each of the eligibility criteria mentioned in Chapter - 6.
- 5.2.1. Mere having branch office(s) at the above places shall not entail qualification.
- 5.2.2. The CA/CMA firm should have experience in Statutory Audit or Internal Audit or System Audit or GST Audit or Management Audit or any audit of any two Public Sector Undertakings in Karnataka having minimum paid up share capital of Rs.100.00 crores during the last 10 years of which one should be in any one of the four Irrigation Companies viz., Visvesvaraya Jala Nigam Limited, Krishna Bhagya Jala Nigam Limited, Karnataka Neeravari Nigam Limited and Cauvery Neeravari Nigam Limited functioning under the Water Resources Department, Government of Karnataka or Karnataka Power Corporation Ltd
- 5.2.3. The resume of the Partner-in-charge of this assignment along with self-attested copy of the Membership certificate issued by Institute of Chartered Accountants of India or Institute of Cost Accountants of India should be uploaded.
- 5.2.4. Upload the profile of the firm as per the format given below:

Sl. No	Particulars	Details	Remarks
1	Place of Head Office of the Firm		
2	Name and Address of the firm		
3	Year of Registration with ICAI/Inst. of Cost Accountants		
4	Total number of partners		
5	Total number of FCAs/FCMAs (Amongst Partners)		

6	Total number of ACAs/ACMAs (Amongst Partners)		
7	Total number of paid ACAs/FCAs/ ACMAs /FCMAs		
8	No. of Branches and address of the Branches		
9	Partner In-Charge of the proposed assignment who will be the coordinator.		
10	Contact Details (Provide Landline No.s, Mobile No and email ID)		
11	Details of Team Members assigned for Internal Audit of VJNL. Please provide the Name, Qualification and experience of the Team Members in a separate annexure		

5.2.5

- a) The consultant (Audit firm) shall be independent of the Nigam to be audited.
- b) Neither firm nor its partner or Associates have any interest in the business of the Nigam.
- c) The Consultant (Audit firm) is not one against which disciplinary orders have been issued by the Public Companies Oversight Board and these orders in force. A declaration is to be submitted with Tender document by the firm.
- d) Also any partner / senior manager of audit firm is not associated with the audit in any manner if he/she:
 - Has been found guilty of professional /other misconduct by the Institute of Chartered Accountants of India or Institute of Cost & Management Accounts of India.
 - Is one against whom disciplinary section orders have been issued by the Public Companies Accounting Oversight Board.

5.2.6 Terms and Conditions of Contract

Sub-Contracting: The contractor shall not assign, sub-contract or sub-let the whole or any part of the contract in any manner. In case of an unavoidable circumstance, the contractor shall be able to do it with the approval of the Nigam.

CHAPTER - 6

Method of Evaluation of Technical Bid

6.1 The CA firms which satisfy the eligibility criteria requirements should secure a minimum of 75% computed on the following basis;

Sl. No.	Criteria	No. of Points	Maximum Marks	Documents to be uploaded
1.	No. of years standing of the firm	Minimum marks for 10 years -5. For each additional years - 1 mark.	10	Copy of the registration of the firm from ICAI/ICWAI
2.	The CA/CMA firm should have experience in Statutory Audit or Internal Audit or System Audit or GST Audit or Management Audit or any audit of any two Public Sector Undertakings in Karnataka having minimum paid up share capital of Rs.100.00 crores during the last 10 years of which one should be in any one of the four Irrigation Companies viz., Visvesvaraya Jala Nigam Limited, Krishna Bhagya Jala Nigam Limited, Karnataka Neeravari Nigam Limited and Cauvery Neeravari Nigam Limited functioning under the Water Resources Department, Government of Karnataka or Karnataka Power Corporation Ltd. To be furnished as per the format at note below.	Minimum marks for 5 years - 15. For each additional Year -3 marks as statutory audit /Internal Audit /System Audit/ GST Audit/Management Audit/ any audit.	30	Appointment letter by CA&G / Company in respect of any other audit
3.	No. of partners in the firm who have been with the applicant firm for a minimum of two years	Minimum marks -8, additional 2 for each partner who is FCA/ 1 for ACA/FCMA/A CMA	16	Copy of the registration of the firm from ICAI/ICMA
4.	Team Leader FCA/FCMA ACA/ACMA	(Minimum marks -3) 6 3	6	Letter from the firm nominating the Team Leader

5.	Team Members with previous experience in Infrastructure Sector who will be assigned for this Internal Audit a. Qualified Assistants b. Semi qualified assistants	Minimum marks -5 and additional 3 for each qualified Assistant 2 for each semi qualified Assistant	6 12	Letter from the firm nominating the Team Members
6.	Gross receipts of the Firm for the FY 2022-23 (i) Rs. 75 - 100 lakhs (ii) Rs. 60 - 74 lakhs (iii) Rs. 40 - 59 lakhs	(Minimum marks -10) 20 15 10	20	Acknowledgement of Return of Income by the IT Department
Total			100	

Note:

Details of Experience (to be submitted on the letterhead of the Agency /Firm)

Sl No.	Name of the organization/Institute where assignment viz Statutory Audit/Internal Audit/System Audit/GST Audit/Management Audit/any audit has been conducted. Provide with Name of contact person, Contact No. & email Id	Value of the assignment in INR	Duration		Total years of experience (YY/MM)	Copy of Wo/contract/ agreement along with the performance report (Yes/No)
			From	To		

- Note: Bidders are required to provide the information on above format only in reverse chronological order (start from latest/recent most organization to oldest organization) and also attach copy of contract/agreement/ performance certificate in same sequence. Bidders may add row/rows in the above format, in No of organizations/Institutions are more or may add additional sheet also.

Signature of Agency

Name: _____
 Designation: _____
 Organization Name: _____
 Contact No. : _____

- 6.2 For Technical qualification, the Proposer (Bidder) should submit all the documents mentioned in **Schedule -B (Technical proposal)** to the satisfaction of VJNL and should score minimum marks prescribed in **this Chapter** for each of the eligibility criteria.
- 6.3 The proposal shall be rejected at this stage if ;
- Documents are not submitted to the satisfaction of the Company;
 - Minimum marks required under each of eligibility criteria are not scored;
 - Important aspects of the Terms Reference are not fulfilled.
- 6.4 After Evaluation of Technical Proposals, based on the Evaluation criteria, the results of Technical Evaluation will be uploaded and technically accepted/rejected in KPP Portal.
- 6.5 The KPP Portal will display the financial proposals of only those Proposers (Bidders) who are technically qualified based on the Eligibility criteria prescribed in the RFQ document and programmed in the KPP Portal.
- 6.6 The final selection of the successful bidder from the technically qualified bidders will be done by considering the technical bid and financial bid by using the following criteria and weightage:

Criteria	Maximum Marks (weightage)	Method of allotting marks for Combined score.
Financial	30	The bidder with the lowest quote will be awarded 30 Marks and of the bidders will be awarded proportionately less marks. For example, if the lowest quote is Rs.60/-, the bidder quoting this price will get 30 marks. A bidder quoting Rs.100/- will get $(60/100) \times 30 = 18$ marks.
Technical	70	The bidder with the maximum technical score will be Awarded 70 marks and other bidders will be awarded proportionately less marks. For example, if the highest technical score is 80, bidder having this will get 70 marks. Bidder having technical score of 70 will get $(70/80) \times 70 = 61.25$ marks
Total	100	

Notes:

- The Financial Bid has to be submitted ON-LINE only.
- All marks will be rounded off up to 2 decimal places. The bidder getting the maximum combined score out of 100 will be selected as the successful bidder.
- In case of a tie, preference will be given to the bidder with higher financial score i.e having quoted the lower fee. In case of a tie in financial as well as technical score, the VJNL can award the assignment to any one of the bidders at its sole discretion.

- d) VJNL reserves the right to assign all or any of the scope of work to any of the technically qualified bidders.
- e) VJNL reserves all rights to accept or reject any or all bids without assigning any reason thereof.
- f) The Financial Bids of the technically qualified bidder shall be opened in the presence of their representatives, on a specified date and time and Venue, which will be intimated to the Technically Qualified bidders.
- g) If there is a discrepancy between words and figures, the figures written in words shall prevail.

6.7 The decision of VJNL is final in all the matter.

CHAPTER - 7

TERMS OF PAYMENT

- 7.1 The fee shall be quoted for all the offices of VJNL in schedule-B and the fee is all inclusive as stated at para 4.1.2. and 4.1.3 above.
- 7.2 The fee should be quoted for full year i.e. per annum inclusive of all Taxes subject to deduction of tax at source as per the prevailing provisions of Income Tax Act and other applicable taxes at the time of payment. The fee quoted for one year only. The same fee will be applicable for the second year as well on continuation.
- 7.3 The Proposals shall be evaluated as per the method of evaluation mentioned in **Chapter - 6** after opening of financial proposal.
- 7.4 The VJNL reserves the right to negotiate the fee with L1. The decision of VJNL is final in all the matter.
- 7.5 Appointment of Internal Auditor is for the period of 2 years i.e. for FY 2023-24 & 2024-25.
- 7.6 During this tenure, if it is found that the appointed internal auditor is not attending audit work as per the schedule & as per the terms of appointment or if the services provided are not satisfactory, the mandate issued is liable to be cancelled at any time.
- 7.7 50% fee will be paid on receipt of audit report for the period upto 30th Sep and balance on receipt of report for the period upto 31st Mar. (Two payments in a year)
- 7.8 The internal audit report shall be as per the format indicated in the enclosed internal audit manual. The internal audit report should contain all the items specified in the format.
- 7.9 The internal audit report should be **submitted on quarterly basis** and combining audit and submission of reports for two or four quarters is strictly prohibited.
- 7.10 The compliance submitted by VJNL offices for internal audit reports should be invariably verified 100% by internal auditors and any modification/ documentary evidences should be guided for Nigam officers to enable finalization/closing of audit query.

SCHEDULE - A

I. Technical Bid

Sl. No	Particulars	Details
1	Name and Address of the firm	
2	Year of Registration	
3	GST Number & Date of Registration	
4	Place of Head Office of the Firm	
5	Year of empanelment with C&AG	
6	Name of the Company wherein the firm was appointed as statutory auditors in the last 10 years.	
7	PAN no.	

II. Other Details:

Sl. No.	Criteria	Details of the criteria	Supporting Documents
1.	No. of years standing of the firm		Copy of the registration of the firm from ICAI
2.	The CA/CMA firm should have experience in Statutory Audit or Internal Audit or System Audit or GST Audit or Management Audit or any audit of any two Public Sector Undertakings in Karnataka having minimum paid up share capital of Rs.100.00 crores during the last 10 years of which one should be in any one of the four Irrigation Companies viz., Visvesvaraya Jala Nigam Limited, Krishna Bhagya Jala Nigam Limited, Karnataka Neeravari Nigam Limited and Cauvery Neeravari Nigam Limited functioning under the Water Resources Department, Government of Karnataka or Karnataka Power Corporation Ltd		Appointment letter by CA&G / Company in respect of any other audit

3.	No. of partners in the firm who have been with the applicant firm for a minimum of two years		Copy of the registration of the firm from ICAI/ICMA
4.	Team Leader FCA/FCMA ACA/ACMA		Letter from the firm nominating the Team Leader
5.	Team Members with previous experience in Infrastructure Sector assigned for Internal Audit a. Qualified Assistants b. Semi qualified assistants		Letter from the firm nominating the Team Members
6.	Gross receipts of the Firm for the FY 2022-23. (i) Rs.75-100 lakhs (ii) Rs. 60-74 lakhs (iii) Rs.40-59 lakhs		Acknowledgement of Return of Income by the IT Department
7.	Any other details the firm would like to furnish (Example: Awards & Accreditations)		

III. Verification:

The details furnished in the application are true and correct to the best of my/our knowledge and that in case of furnishing any false information or suppression of material information, the application shall be liable to be rejected besides invitation of panel proceedings by Nigam if deems fit.

For (Name of the Bidder Firm)

**Name and Designation of the
Authorized signatory
(Membership No. _____)
(SEAL)**

SCHEDULE -B

FINANCIAL BID

(i) We wish to quote an Internal Audit fee of Rs. _____
(Rupees _____) p.a. for all the
offices under VJNL for the scope of work as per NIT.

(ii) We hereby certify that;

- a) The fee quoted is for one year only. The same fee will be applicable for the second year as well on continuation.
- b) The fees quoted are inclusive of all taxes prevailing at the time of payment and out of pocket expenses viz. conveyance, boarding & lodging, travelling and other incidental expenses etc.
- c) TDS to be deducted as applicable prevailing at the time of payment.
- d) If there is a discrepancy between words and figures, the amount in words shall prevail.

For (Name of the Bidder Firm)

**Name and Designation of the
Authorized signatory
(Membership No. _____)
(SEAL)**

Date:
Place:

ANNEXURE - I

The scanned copy of the following Declaration shall be uploaded by the Chartered Accountant firm/Cost Accountant firm along with Schedule - B (i.e. Technical Proposal).

The original declaration in ₹ 100/- stamp paper should be produced on appointment.

NAME OF THE ASSIGNMENT: Carrying out Internal Audit at VJNL Registered Office at Bengaluru and for Project offices for the financial years 2023-24 and 2024-25.

DECLARATION

1. We _____ (Name of firm) are a firm of Chartered Accountants/Cost and Management Accountants registered with the Institute of Chartered Accountants of India/Institute of Cost Accountants of India (firm registration No. _____). In connection with submission of our bid for “*selection of a CA or CMA Firm/ Limited liability partnership firm/company carrying out Internal Audit to VJNL*”, we hereby declare and solemnly affirm that we have not been declared as ineligible for corrupt and fraudulent practices by Government of India/Government of Karnataka or black listed by any Government dept./ Institution/ agency.
2. We hereby declare that we have made ourselves thoroughly conversant with local conditions regarding the location of offices where the Internal Audit has to be carried out, the nature and quantum of work involved, no. of people required for effective audit of the work etc.
3. Our Proposal (Bid) is in total conformity with the RFQ stipulation and we do not have any additional technical/commercial conditions.
4. We accept all terms and conditions mentioned in RFQ document and terms of reference and payment.
5. The details/documents produced in the Technical Proposal are true and complete and are as per the Original Records.
6. We also agree produce the originals of the records/documents for verification before shortlisting/appointment.

For (Name of the Bidder Firm)

**Name and Designation of the
Authorized signatory
(Membership No. _____)
(SEAL)**

ANNEXURE - II

DETAILS OF OFFICES WHERE INTERNAL AUDIT HAS TO BE CARRIED OUT ARE

(Below mentioned lists are not exhaustive. Internal Auditor(s) is (are) advised to obtain the current list of offices at the time of conducting Internal Audit from Registered Office and/or Central Office)

Name of the Office	Place
Registered Office	No.148, Ground Floor, Embassy Square, Infantry Raod, Bengaluru - 560 001 Tel: 080 22289966 email: yjnlfinance@gmail.com CIN : U41000KA2016SGC097260
Central Office	Central Office, V.P. Extension, Chitradurga - 577501 Email: caovjnl@gmail.com CIN : U41000KA2016SGC097260
Zones/Circles/Divisions	As per Annexure - II (A)

ANNEXURE - IIA

UPPER BHADRA PROJECT ZONE, CHITRADURGA

I	CE, UBP Zone, Chitradurga
II	SE, UBP Circle No.1, BR Project
1	EE, UBP Dn. 1, Kadur
a	AEE, UBP Sub Dn. 1, Kadur
b	AEE, UBP Sub Dn. 2, Kadur
2	EE, UBP Dn. 2, B. R. Project
a	AEE, UBP Sub Dn. 3, B. R. Project
b	AEE, UBP Sub Dn. 4, Tarikere
c	AEE, UBP Sub Dn. 5, Tarikere
3	EE, UBP Dn. 3, Ajjampura
a	AEE, UBP Sub Dn. 7, Ajjampura
b	AEE, UBP Sub Dn. 8, Ajjampura
III	SE, UBP Circle No.2 Chitradurga
1	EE, UBP Dn. 4, Hosadurga
a	AEE, UBP Sub Dn. 9, Ajjampura
b	AEE, UBP Sub Dn. 10, Hosadurga
c	AEE, UBP Sub Dn. 11, Madadakere, Camp @ Hosadurga
2	EE, UBP Dn. 5, Chitradurga
a	AEE, UBP Sub Dn. 12, Chitradurga
b	AEE, UBP Sub Dn. 13, Burujanaroppa, Camp @ Chitradurga
c	AEE, UBP Sub Dn. 14, Imangala, Camp @ Chitradurga
3	EE, UBP Dn. 6, Challekere
a	AEE, UBP Sub Dn. 15, Challekere
b	AEE, UBP Sub Dn. 16, Sanekere, Camp @ Challkere
4	EE, UBP Dn. 7, Hiriur, Camp @ Chitradurga
a	AEE, UBP Sub Dn.18, Hiriur, Camp @ Chitradurga
b	AEE, UBP Sub Dn. 20, Adiwala, Camp @ Chitradurga
c	AEE, VV Sagara Sub Dn. Hiriur (Transferred from UTP Zone)
5	EE, UBP Dn. 9, Sira
a	AEE, UBP Sub Dn. 23, Sira
b	AEE, UBP Sub Dn. 23, Kallambella, Camp @ Sira
IV	AC Tarikere
V	SLAO Chitradurga

YETTINAHOLE PROJECT ZONE, TUMKUR

I	CE, Yettinahole Project Zone, Tumkur
II	SE, Yettinahole Project Circle, Tumkur
a	EE, Yettinahole Project Dn. 1, Sakaleshpura
b	AEE, Yettinahole Project Sub Dn.1, Sakaleshpura
c	AEE, Yettinahole Project Sub Dn.8, Sakaleshpura
d	AEE, Yettinahole Project Electrical Sub Dn. Sakaleshpura
e	AEE, Yettinahole Sub Dn.13, Sakaleshpura
2	EE, Yettinahole Project Dn. 2, Tumkur
a	AEE, Yettinahole Project Sub Dn. 2, Tumkur
b	AEE, Yettinahole Project Sub Dn. 3, K.B. Cross, Camp @ Tumkur
c	AEE, Yettinahole Project Sub Dn. 12, Tiptur, Camp @ Tumkur
3	EE, Yettinahole Project Dn. 3, Arasikere
a	AEE, Yettinahole Project Sub Dn. 9, Aluru
b	AEE, Yettinahole Project Sub Dn. 10, Belur
c	AEE, Yettinahole Project Sub Dn. 11, Arasikere
4	EE, Yettinahole Project Dn. 4, Madhugiri
a	AEE, Yettinahole Project Sub Dn. 4, Madhugiri
b	AEE, Yettinahole Project Sub Dn. 5, Koratagere
c	AEE, Yettinahole Project Sub Dn. 6, Chikkaballapura
d	AEE, Yettinahole Project Sub Dn. 7, Kolar
III	SLAO Yettinahole Project, Sakleshapura
IV	SLAO Yettinahole Project, Tumkur
V	SLAO Yettinahole Project, Doddaballapura



VISVESVARAYA JALA NIGAM LIMITED
(A GOVERNMENT OF KARNATAKA ENTERPRISE)
ORGANISATIONAL CHART



Board of Directors

Managing Director

