



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/5246996
Dated/दिनांक : 03-08-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	24-08-2024 18:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	24-08-2024 18:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	180 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Commerce And Industry
Department Name/विभाग का नाम	Department Of Commerce
Organisation Name/संगठन का नाम	Marine Products Export Development Authority (mpeda)
Office Name/कार्यालय का नाम	South
Item Category/मद केटेगरी	Financial Audit Services - Review of Financial Statements, Audit report; CAG Empaneled Audit or CA Firm, Audit Firm, CA Firm
Contract Period/अनुबंध अवधि	1 Month(s) 29 Day(s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No

Bid Details/बिड विवरण	
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Estimated Bid Value/अनुमानित बिड मूल्य	88500
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
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Splitting/विभाजन

Bid splitting not applied/बोली विभाजन लागू नहीं किया गया.

MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

4. Purchase preference will be given to MSEs having valid Udyam Registration and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service and Buyer will decide eligibility for purchase preference based on documentary evidence submitted, while evaluating the bid. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for 100% (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM No. F.1/4/2021-PPD dated 18.05.2023 [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.

5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Number of Years of firm/company's existence as per ICAI certificate:3

Number of years of experience as on date of which at least XX years should be in internal/external audit of companies, PSUs and centrally funded institutions.:3

Number of full-time partners/experienced and qualified professionals in full time employment at senior level with experience in handling similar or relevant projects:3

Number of partners/ qualified professionals in full time employment with DISA/CISA qualification:3

Number of XX fulltime CA's required and YY professional audit staff:3

This Bid is based on Least Cost Method Based Evaluation (LCS). The technical qualification parameters are:-

Parameter Name	Max Marks	Min Marks	Evaluation Document	Seller Document Required
As per attached Parameters	100	60	View file	Yes

Total Minimum Passing Technical Marks: 60

Financial Audit Services - Review Of Financial Statements, Audit Report; CAG

Empaneled Audit Or CA Firm, Audit Firm, CA Firm (1)**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
Core	
Scope of Work	Review of Financial Statements , Audit report
Type of Financial Audit Partner	CAG Empaneled Audit or CA Firm , Audit Firm , CA Firm
Type of Financial Audit	Statutory Audit
Category of Work under Financial Audit	Audit of financial statements , Investigating fraud , Compliance with law & regulations , Bank Transactions
Type of Industries/Funct ions	Sales, Services and Revenue , Purchase & Procurement , Inventory & Store management , Human Resource & Payroll , Operational & Administrative , Fixed assets, depreciation and amortisation , Payables , Receivables , Cash and Bank Balance
Frequency of Progress Report	Year
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Monthly
State	NA
District	NA
Addon(s)/एडऑन	
Post Financial Audit Support	NA

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	To be set as 1	Additional Requirement/अतिरिक्त आवश्यकता
1	Kasi Sivaramakrishna	533003,Door No. 70-1A-6/1, Vasireddy Vari Street, Beside Municipal Corporation High School, Ramanayyapeta	1	N/A

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	To be set as 1	Additional Requirement/अतिरिक्त आवश्यकता

Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.

15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।

---Thank You/धन्यवाद---



NATIONAL CENTRE FOR SUSTAINABLE AQUACULTURE

(Registered under the A.P. Societies Registration Act 2001. (Act 35 of 2001) with Registered No. 456/2006)

ISO 9001 : 2015

(MPEDA, Ministry of Commerce and Industry, Govt. of India)

Ref: NaCSA/HQ/ACC/1/2024-25

Date: 03.08.2024

E- TENDER

E-Tender through GEM portal for Hiring Services of CA Firm as Statutory Auditor.

LAST DATE AND TIME FOR RECEIPT OF QUOTATION/ TENDER	21 days from the date of Publishing Tender
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The CEO NaCSA reserves the right to reject any or all the quotations or allot part of the work to different agencies without assigning any reason whatsoever.

The full details of Tender documents are available on our official web site <https://mpeda.gov.in/>

Tender /Quotation may be submitted online on <https://gem.gov.in>

EMPANELMENT OF STATUTORY AUDITOR – NaCSA- KAKINADA

Introduction

National Centre for Sustainable Aquaculture (NaCSA) is a society registered under Societies registration act 35 of 2001 and functions under the administrative control of The Marine Products Export Development Authority (Ministry of Commerce & Industry, Govt. of India). It is an extension agency of MPEDA, Govt. of India and constituted with the objective of Not-for-Profit and for providing technical assistance to the aqua farmers and acts as a catalyst for growth of India's aquaculture export.

NaCSA intends to empanel Chartered Accountant firm as statutory auditor to **Conduct Statutory audit / Certification of Books of Accounts / Filing of IT returns of NaCSA & TDS** related works for the Financial Year 2023-24 and further extendable up to two Financial Years if agreed by the both parties.

This tender issued by CEO, National Centre for Sustainable Aquaculture (NaCSA), Head office situated at Kakinada for engaging Chartered Accountant firm as statutory auditor for certify books of accounts and filing of Income tax returns and related works as per the enclosed scope of work and related terms and conditions.

- a. Bidders would be required to register on GeM Portal at <https://gem.gov.in/> using a valid Digital Signature Certificate (DSC) and valid email address to be able to participate in the bidding process. On registration with the Portal they will be provided with a user id and password by the system through which they can submit their bids online.
- b. Digital Signature Certificate (DSC) may be obtained from any authorized agencies registered with the Certifying Authority (CA), through National Informatics Center (NIC) in India.
- c. Bidders /Tenderers can download the bid document from Gem Portal at <https://gem.gov.in/>. Bidders /Tenderers are required to submit the bid online by scanning and uploading all the relevant documents through <https://gem.gov.in/>.
- d. Interested parties can submit the bids within 15 days of publishing of tender through <https://gem.gov.in/> & Bids submitted through any other means shall be null and void.
- e. The bids will be opened online by a Committee of members duly constituted for the purpose at the time and date as specified in Tender document.
- f. Data and information provided by NaCSA shall not be divulged to third parties during the contract period.
- g. CEO NaCSA reserves the right to accept /reject any or all offers submitted in response to this advertisement without assigning any reason whatsoever and the decision of CEO NaCSA shall be final in this regard.

Introduction and Terms of engagement:

Bidders/Firms should note that the following terms and conditions will apply specifically in addition to the Rules and Regulations as applicable to such contracts in the Government of India.

1. **Eligibility and Qualification Criteria:** - The interested Bidders shall have to comply with the following criteria to participate in the tendering process.
 - a) Must have its fully functional / branch office in Kakinada city, having at least three registered fellow members (FCA) as partners & at least 10 supporting staff (includes article ship trainees). (Self-Attested copy of Registration Certificate issued by Institute of Chartered Accountants & self-certified details of staffs working in the concerned office to be furnished)
 - b) The Firm must have been empaneled with C&AG of India for relevant audit year
 - c) Must be in operation for more than three years' experience in dealing with GST, TDS & Income tax related matters of Central/State Government Agency/Autonomous Bodies/PSU. (Self-Attested copies of Appointment Letters/ Agreements/ Work Orders issued by such PSUs along with proof of claim to be furnished)
 - d) Must be registered under Goods & Service Tax Act. (Self- Attested GST Registration Certificate to be furnished.)
 - e) Must be having minimum Average Annual Income of Rs.15 Lakh during the last 3 Financial Years i.e. from 2020-21 to 2022-23. Not applicable for MSME/Startups. (Self-Attested copies of Audited Profit & Loss Accounts and Balance Sheets / IT returns may be furnished)
 - f) Sufficient experienced staff must be deputed for the work, which shall include at least 2 qualified/ semi-qualified Chartered Accountants or Cost Accountants (Inter passed).
2. Please note that no counter proposal is acceptable and conditional/ late submissions of offers are liable to be rejected.
3. Any action on the part of the tenderer to influence anybody in this organization will be a disqualification, and the tender submitted by the firm shall be rejected.
4. If the agency gives any false statement or misrepresentation related to the above information, the firm will not be considered.
5. The proposals shall be evaluated in two stages i.e. technical evaluation and financial evaluation. The Financial Proposals shall be opened only of those Firms who will qualify in the technical evaluation. For financial evaluation, price excluding tax shall be taken in to consideration.

Award of Contract:

The selection will be made on the basis of LCBS evaluation.

- a) The bidder shall submit their financial quote in the format given in Appendix I
- b) The contract shall be awarded to the firm whose evaluated bid price will be the lowest in financial bid.
- c) In case two or more technically qualified firms quote the same lowest price, the firm with the higher mark in the technical bid shall be awarded the contract.

- d) In case, two or more technically qualified firms quote the same lowest price and have same technical score automatic selection of GeM will be resorted to.
- e) Any legal dispute arising out of this will be subject to the jurisdiction of courts in Kakinada only.

Scope of Work of Statutory Auditor :

- (i) The audit firm/ auditor, shall
- (a) Conduct statutory audit on the accounts of NaCSA, for the financial year 2023-24;
 - (b) Finalize and submit the annual audit reports duly complying the accounts of NaCSA;
 - (d) Prepare and submit GST returns, for the audit period, to the concern department before the stipulated due dates;
 - (e) Prepare, finalize and file Income Tax returns and forms, on behalf NaCSA, before the stipulated due dates
- (ii) The audit firm/ auditor, shall complete the audit and submit the audit report as per the requirement and standards prescribed by
- (a) The Andhra Pradesh Societies Registration Act 35 of 2001 and relevant rules;
 - (b) Section 12A of the Income Tax Act 1961 and relevant rules;
 - (c) The Institute of Chartered Accountants of India and the Government of India.
- (iii) The audit firm/ auditor, shall
- (a) Check the maintenance of books of accounts and allied records;
 - (b) Check the bank reconciliation statements;
 - (c) Check the AOC wise, cost centre-wise and account head wise expenditures;
 - (d) Verify the Bank Book Journal and Vouchers of Imprest Cash, etc;
 - (e) Verify the cash and credit sales with receipt issued as well as pay-in-slips as also advices of Bank regarding the realization of cheques;
 - (f) Verify the salary/ consultancy payments, P.F, I.T., Professional Tax, TDS, GST, etc. and verification of submission of various return to the competent authority in time;
 - (g) Verify all financial information completely, promptly and after the necessary authorization was recorded;
 - (h) Scrutinize the general ledger and verification of Income & Expenditure statement, Balance sheet and other schedules;
 - (i) Examine the accounting information from the books of accounts & records, bank balances and financial transactions of NaCSA;
 - (j) Check the compliance of various taxes/ statutory requirements;
 - (k) Check all statutory records and see that accounting is done in accordance with all the decisions taken at Executive Committee/ Governing Body;
 - (l) File certification of Annual Return and Reconciliation Statement in accordance to the GST Act & Rules.
 - (m) Provide IT & GST replies against notices issued by respective Departments;
 - (n) Support in providing replies to any notice, queries or Audit paras, relating to Income tax, GST, EPF, Gratuity, CAG or any other statutory bodies within reasonable time frame.
 - (o) Appear before the concerned authorities & departments like Income Tax, GST, Executive Committee/ General Body of NaCSA, etc;
 - (p) Determine the financial position of NaCSA with an accurate result & fair representation to submit to management for hassle free decision;
 - (q) To give executive summary incorporating all points' matters; which are of very important in nature; and
 - (r) Advise the Management of NaCSA on Income Tax and GST matters.
- (iv) The audit firm/ auditor, shall not sub-contract the work, either in full or part, to any other party.

Process of Audit:

- (a) Auditor's field personnel will segregate the audit observations and discuss the same with the concerned section in charge for having an in depth understanding of the issue and prepare the draft audit report accordingly.
- (b) The draft audit report will be discussed by the senior level personnel of the audit firm with the CEO NaCSA or the representative of the NaCSA. If the auditor is satisfied the para will be dropped or otherwise the para and its financial impact could be considered and incorporated in the Audit Report.
- (c) All the document receipt during the course of audit should be returned after completion of the audit and it shall be your responsibility to ensure that all documents and information received from the institute will be used exclusively for the internal audit purposes and should be kept confidential and not to be disclosed to third party at any point of time.
- (d) In case any serious financial irregularity and Points relating to grave deficiencies, if found the same may be communicated to the CEO NaCSA immediately without waiting for the time of submission of the report.
- (e) As per the requirements of the NaCSA, the auditors will also be asked to give presentation on finding in the Audit Reports to the Executive Committee or to the Governing Body.
- (f) The audit shall be conducted by a Chartered Accountant of the firm, partner or in employment and shall be supervised by the signing Partner. The signing partner for this audit shall be a holding fellow membership of ICAI.

Price for the Services:

- (a) The price/ rate quoted shall be in Indian Rupees only.
- (b) The service provider will not be entitled for any expenses like conveyance, lodging/ boarding charges, etc. incurred while carrying out the audit other than the audit fee which quoted in the financial bid.
- (c) The price quoted for the services shall be firm for the total contract duration and shall not change based on market price fluctuations until the contract obligations are fully completed.

Payment Terms:

- (a) The payment will be made after successful completion of the work i.e. upon completing the annual audit and furnishing the audit report along with invoice. All payments are subject to deduction as per the laws prevailing from time to time.
- (b) Interim payment or advance will not be provided. Hence the firm shall ensure availability of adequate money for supply of services at the office of the tender inviting authority.

Time shall be the essence of the contract and hence bidder shall adhere to the service rendering period specified in the information to the bidder. Under no circumstances the firm shall be entitled for price variation, cost escalation or compensation and/or intermittent expenses.

Applicant's Profile

1. Name of the Applicant:
2. Date of incorporation:
3. Address of Head Office:
4. Local Address:
5. Communication details of contact Official(s)(both Sales and Services):
 - 1) Name :
 - 2) Phone Number :
 - 3) Mobile no./Fax Number :
 - 4) E-mail :
6. Year of commencement of business:
7. GSTIN Registration Number:
8. No of offices nationwide:
9. Copies of audited Profit & Loss statement, Balance sheet & IT returns for the last 3 years must be furnished.
10. Details of Key Partners / staff & their expertise in Brief:

Authorized Signatory
(Signature and seal of the authorized signatory)

Date :

Place:

NATIONAL CENTRE FOR SUSTAINABLE AQUACULTURE

Annexure I

Technical Bid

Name of Work: -EMPANELMENT OF CA FIRM AS STATUTORY AUDITOR FOR THE FINANCIAL YEAR 2023-24

S.no	Particulars	Marks
1	<u>No. of Years of Registration with ICAI</u> <ul style="list-style-type: none">• Start ups / MSME : 3 Marks• Between 5 to 10 years: 5 Marks• Above 10 years, up to 15 year: 7 Marks• Above 15 years: 10 M	10
2	No. of FCA Partners: <ul style="list-style-type: none">• Between 3 to 6 no: 8 Marks• Between 7 to 10 no. 12 Marks• Above 10 No. 15 Marks	15
3	Years of Experience in Conducting Internal audit / finalization of Books of Accounts / Filing of GST annual returns of an entity having turnover more than 25 Cores <ul style="list-style-type: none">• Less than 1 year (MSME/Start up) – 10 marks• Between 1 to 3 years - 15 marks• Between 4 to 6 – 20 marks• Above six -25 marks	25
4	Average Annual Income (Last 3 Financial years) <ul style="list-style-type: none">• Less than 50 lakh(MSME/Start up) : 10 Marks• Between Rs.50 Lakhs to Rs.75 Lakhs : 15 Marks• Above 75 Lakhs ,Upt to Rs.100 Lakhs : 20 Marks• Above Rs.100 Lakhs : 25 Marks	25
5	Firms having experience in Certification of books of Accounts / audit of any central / state government agency / Autonomous bodies for at least 3 years in the last five financial years (5 Marks each for each assignment)	25
Total Marks		100

Minimum qualifying marks in Technical bid for evaluation of 60 Marks

Appendix I

Format for submission of Financial Bid

Quote for annual professional fee for statutory audit work

Particulars	2023-24 (Rs.)
Annual Professional fee for Statutory Audit	Rs.
GST	Rs.
Total Amount	Rs.

Grand Total [in words]

Note: The Quotations for drafting replies & attending the hearing / appearing before the dept may be given separately as these are not routine in nature & same will not be considered for evaluation of financial bid.

Signature of Partner
With Name and Firm seal