



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/5528283
Dated/दिनांक : 21-10-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	31-10-2024 19:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	31-10-2024 19:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	90 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Power
Department Name/विभाग का नाम	Rural Electrification Corporation Limited
Organisation Name/संगठन का नाम	Rural Electrification Corporation Limited
Office Name/कार्यालय का नाम	Rec Limited Gurugram
Item Category/मद केटेगरी	Financial Audit Services - Audit report; Audit Firm, CA Firm
Contract Period/अनुबंध अवधि	1 Year(s) 1 Month(s) 1 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 and Turnover/ अनुभव के वर्षों से एमएसई छूट	No
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
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
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	Yes
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No

Bid Details/बिड विवरण	
ITC available to buyer/क्रेता के लिए उपलब्ध आईटीसी	Yes
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	59000
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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MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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1. 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.
2. 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.
3. 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: Firm Must be registered with ICAI/ICWAI

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.:As per scope of work attached

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

Number of partners/ qualified professionals in full time employment with DISA/CISA qualificationAs per scope of work attached

Number of XX fulltime CA's required and YY professional audit staff:As per scope of work attached

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 Technical parameters	100	70	View file	Yes

Total Minimum Passing Technical Marks: 70

Financial Audit Services - Audit Report; Audit Firm, CA Firm (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Scope of Work	Audit report
Type of Financial Audit Partner	Audit Firm , CA Firm
Type of Financial Audit	Internal Audit
Category of Work under Financial Audit	Bank Transactions , Review system & processes , Risk Management , Compliance with contracts , Compliance with law & regulations , Internal control of financial
Type of Industries/Functions	NBFC
Frequency of Progress Report	ANNUAL
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	NOT REQUIRED
State	NA
District	NA
Addon(s)/एडऑन	
Post Financial Audit Support	Yes

Input Tax Credit(ITC)/इनपुट कर क्रेडिट(आईटीसी) and/ तथा Reverse Charge(RCM)/रिवर्स प्रभार (आरसीएम) Details

ITC on GST/जीएसटी पर इनपुट कर क्रेडिट	ITC on GST Cess/जीएसटी उपकर कर क्रेडिट
50%	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	Suraj Kumar Agarwal	700106,REC Ltd, I.B.- 186, Sector-III Salt Lake City, Kolkata-700106	1	<ul style="list-style-type: none">Number of Months for which Post Audit Support is required : 1

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 कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---

Selection Criteria and Major Terms & Conditions for selection of experts i.e. Audit firms for conducting Risk Based Internal Audit (RBIA) of Regional/State Office(s) for the Financial Year 2024-25

A. Selection Criteria:

The criteria to be considered for selection of qualified audit firms for timely completion of Risk Based Internal Audit of Regional/State Office(s) for FY 2024-25 are as follows-

a) Prerequisite Conditions:

The prerequisite conditions to be fulfilled by Audit Firms for participation in selection process are-

- i. Audit firms should be registered with ICAI/ICWAI.
- ii. The minimum average annual financial turnover of the audit firm during the last three years, ending on 31st March 2024, should be Rs. 10 lakhs.
- iii. Audit firms should have an office at the location for which bid is submitted for conducting the audit.

Only those bidders who are found to be eligible as per above stipulated criteria shall be considered for evaluation of technical proposal.

b) Evaluation Criteria:

i) Technical Evaluation: The technical proposal would be evaluated first and points would be allotted to the bidders based on the technical parameters as under:-

S. No.	Criteria as on 1 st April of Current Year	Point per criteria	Maximum Points
1	No. of completed years of existence from the date of registration (minimum 5 years)	1 point per completed year	15
2	Any one qualified ISA/DISA/CISA/CIA partner or Employee	Lump sum	5
3	No. of CA/ICWA qualified employee/partner	3 points per qualified employee/partner	15
4	No. of semi-qualified employees (CA/ICWA intermediates)	1 point per semi-qualified assistant	5
5	Experience of Internal Audit assignment in Central / State Government PSU in last three Years	4 point per assignment	20
6	Experience of internal Audit in Bank/NBFC in last three Years	4 point per assignment	20
7	Average annual turnover of last three years (minimum Rs. 10 lakh)	4 point per 10 lakh average turn over	20
		Total	100

Bids of firms meeting the Pre-qualification Criteria and scoring qualifying marks of **70% of maximum marks** allotted to the Technical Bid, will only be considered for opening of their financial bids.

ii) **Financial Evaluation:** The financial bids of technically qualified firms shall only be opened. The bidder quoting the lowest price (L1 bid) will be recommended for appointment for carrying out Risk Based Internal Audit for FY 2024-25 for the respective office. In the event of two or more proposals quoting the same lowest price, then the bidder with the highest technical score would be recommended for appointment.

iii) The audit firms shall quote an all-inclusive lump sum fee **including all taxes** for the complete assignment of the whole year and no out of pocket expenses such as TA/DA etc shall be payable by REC. The total payment of audit fee to the audit firms would be released by the respective offices/divisions at the end of the complete assignment of the year after getting confirmation of the same from IA Division.

B. Estimated Cost:

The estimated cost per each office is Rs. 59,000/- (inclusive of all taxes)

C. Period of Assignment:

The RBIA shall be undertaken by the successful bidder covering audit period from 01.04.2024 to 31.03.2025 from the first week of March, 2024 and audit report shall be submitted latest by 15th April, 2025.

D. Payment Terms: The entire payment will be released after successful completion of entire assignment.

E. Cost of Tender Document: NIL

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Scope of Work for Risk Based Internal Audit (RBIA) of Regional Offices (RO) / State Offices (SO)

- (1) Examination and evaluation of adequacy and effectiveness of the internal control and risk management system at various operations and activities of the Auditee office like:
 - Processing of loan application and appraisal of state sector projects and documentation thereof
 - Compliance of PDC/PCC conditions/Statutory approvals
 - Submission of claims of borrowers in ERP
 - TRA / Escrow monitoring
 - Delay in achievement of SCOD
 - Project Monitoring as per PMG guidelines
 - Schemes identified as non starter, non documented or slow progress
 - All contracts entered into and payments made to third party for procurement of goods and services like canteen service, hiring of vehicle, housekeeping services, security services, etc
 - Procurements made from GeM/other than GeM as per procurement guidelines of REC
 - Payment of employee claims related to Medical, TA/DA, Assets invoices, various other reimbursements as per REC Policy and their taxability.
 - Pay Register
 - Various revenue expenditure incurred for day to day operations
 - Updated leave records of employee posted at ROs / SOs and leave encashments availed by employees
 - Insurance/AMC/disposal of assets and reconciliation of Physical verification Report with Fixed asset Register

- (2) Review of accuracy and reliability of the accounting records and financial reports including:
 - Bank Reconciliation Statements and accounting of all transactions at ROs / SOs
 - Trail balance
 - Budget and variances if any
 - Correctness and timeliness of filing of various returns under various Tax Laws

- (3) Checking of both transactions and functioning of specific internal control procedures at the Auditee office.

- (4) Evaluation of adherence to legal and regulatory requirement and approved company policies and procedures.

- (5) Evaluation of effectiveness of existing policies and procedures and give recommendation for improvement.

- (6) Identifying opportunities for cost saving and give recommendations for improving cost efficiencies.
- (7) Examine that resources are acquired economically, used efficiently and safeguarded adequately.
- (8) Suggest measure to add value, improve operational efficiency, risk management and internal control system.
- (9) Review the status of pending observations.
- (10) Directions of the Audit Committee, if any in respect of significant audit observations are to be ensured.

Note: - Detailed guidelines for conducting Risk Based Internal Audit (RBIA) along with Checklist thereof will be shared at the time of appointment of the audit firm(s).