



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2025/B/5865025  
Dated/दिनांक : 20-02-2025

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	13-03-2025 13:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	13-03-2025 13:30:00
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 Power
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	N/a
Office Name/कार्यालय का नाम	Joint Electricity Regulatory Commission
क्रेता ईमेल/Buyer Email	aao-jerc@nic.in
Item Category/मद केटेगरी	Financial Audit Services - Review of Financial Statements, Audit report; Audit Firm, CA Firm, CAG Empaneled Audit or CA Firm
Contract Period/अनुबंध अवधि	4 Month(s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	5 Year (s)
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?/	No
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid

**Bid Details/बिड विवरण**

<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	2 Days
<b>Estimated Bid Value/अनुमानित बिड मूल्य</b>	20000
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Arbitration Clause</b>	No
<b>Mediation Clause</b>	No

**EMD Detail/ईएमडी विवरण**

Required/आवश्यकता	No
-------------------	----

**ePBG Detail/ईपीबीजी विवरण**

Required/आवश्यकता	No
-------------------	----

**MII Compliance/एमआईआई अनुपालन**

MII Compliance/एमआईआई अनुपालन	Yes
-------------------------------	-----

**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
---	-----

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. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs 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 the Purchase preference 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 service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [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 the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
3. 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.

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**Number of Years of firm/company's existence as per ICAI certificate:**The Chartered Accountant firm should be in practice for the past five (5) years as on 31.12.2024. The firm should be duly registered with Institute of Chartered Accountants of India (ICAI)

**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.:**The firm must have at least 05 years' experience in conducting internal/statutory audit of Government department/ Statutory Bodies of Central Government /Public Sector Undertaking/Local Authority

**Number of full-time partners/experienced and qualified professionals in full time employment at senior level with experience in handling similar or relevant projects:**The firm should have at least two (2) full time qualified Chartered Accountants including partners, as on 31.12.2024(Please provide member status card for each member).

**Number of XX fulltime CA's required and YY professional audit staff:**The firm should have at least two (2) full time qualified Chartered Accountants including partners, as on 31.12.2024(Please provide member status card for each member).

**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
100	100	70	<a href="#">View file</a>	Yes

Total Minimum Passing Technical Marks: 70

**Financial Audit Services - Review Of Financial Statements, Audit Report; Audit Firm, CA Firm, CAG Empaneled Audit Or CA Firm ( 1 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Scope of Work	Review of Financial Statements , Audit report
Type of Financial Audit Partner	Audit Firm , CA Firm , CAG Empaneled Audit or CA Firm
Type of Financial Audit	Internal Audit
Category of Work under Financial Audit	Audit of financial statements , Bank Transactions
Type of Industries/Functions	Sales, Services and Revenue , Purchase & Procurement , Fixed assets, depreciation and amortisation , Cash and Bank Balance
Frequency of Progress Report	Monthly
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Monthly

Specification	Values
State	NA
District	NA
<b>Addon(s)/एडऑन</b>	
Post Financial Audit Support	Yes

#### 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	Dheeraj Yadav	122015,JOINT ELECTRICITY REGULATORY COMMISSION,3rd & 4th Floor, Plot No. 55-56, Udyog Vihar, Phase-IV,Sector-18, Gurugram Haryana	1	<ul style="list-style-type: none"> <li>Number of Months for which Post Audit Support is required : 2</li> </ul>

#### 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 SLA

File Attachment [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.

**All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.**

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 कार्यवाही का आधार होगा।

---Thank You/धन्यवाद---

I/1205/2025



## JOINT ELECTRICITY REGULATORY COMMISSION (For the State of Goa and Union Territories)

3<sup>rd</sup> & 4<sup>th</sup> Floor, Plot No. 55-56, Phase IV, Udyog Vihar, Sector 18, Gurugram-122015.  
E-mail: [secy.jercuts@gov.in](mailto:secy.jercuts@gov.in), Website: [www.jercuts.gov.in](http://www.jercuts.gov.in)

### Joint Electricity Regulatory Commission (for the State of Goa and UTs)

3<sup>rd</sup> & 4<sup>th</sup> Floor, Plot No.55-56, Phase IV, Udyog Vihar, Sector-18, Gurugram-122015, Haryana  
E-mail: [aao.jercuts@gov.in](mailto:aao.jercuts@gov.in) Website: [www.jercuts.gov.in](http://www.jercuts.gov.in)

### Buyer- Added Bid-Specific Additional Terms and Conditions

Hiring of Chartered Accountant Firm for Internal Audit of the Annual Accounts of the Commission and filing of Annual Income Tax Return for the FY 2024-25

#### 1. DEFINITIONS

- a. The terms "JERC" wherever used shall mean "Joint Electricity Regulatory Commission for the State of Goa and UTs".
- b. The term "Bidder" or "Tender" shall mean and include the person, proprietorship, which is submitting the tender.
- c. The term "service provider" or "successful bidder" shall mean and include the individual/ proprietorship which is submitting the tender and is finalized for provision of the services/ work specified in this tender.

#### 2. GENERAL INSTRUCTIONS

- a. Joint Electricity Regulatory Commission for the State of Goa and UTs (hereinafter called "the JERC") invites bids for hiring Chartered Accountant Firm for carrying out Internal Audit of the Annual Accounts of the Commission and filing of Income Tax Return for the FY 2024-25, under 2 (two) bids (Technical and Financial) system from experienced based in India, situated in Delhi NCR, who is suitably capable and equipped to provide the services in the Commission.
- b. Interested bidders may obtain further information from the Office of JERC, 3rd Floor, Plot 55-56, Phase IV, Udyog Vihar, Sector 18, Gurugram, Haryana 122015 or write to [aao.jercuts@gov.in](mailto:aao.jercuts@gov.in). All Bids shall be prepared and submitted strictly in accordance with these instructions.
- c. Bidder should have valid MSME/Startup certificate and should meet all the legal requirements.
- d. The JERC reserves the right to reject any or all the bids or cancel the tender at any stage without assigning any reason, whatsoever. The JERC also reserves all right at any time to add, alter, modify, change, edit and delete any condition at any stage. In this regard, the decision of JERC Management shall be final and binding on all the Bidders. Such decisions by the JERC shall bear no liability whatsoever consequent upon such a decision.
- e. In case of any confusion or ambiguity in the interpretation of any of the terms and conditions of this bid document and agreement signed thereafter, the interpretation of the JERC shall be considered as final and binding.
- f. If the successful Bidder fails to accept the letter of award/ purchase order OR withdraws their Bid during the period of Bid validity OR seeks amendment to their terms quoted which are not acceptable to the JERC, OR fails to respond to the communications of the JERC in time for clarification (s) of some of the relevant terms and conditions of the bid etc., Bidder shall be suspended from participating in the future bid invitations of the JERC.
- g. The bid amount should be inclusive of professional fees, TA/DA, local conveyance & GST/ applicable taxes. No other payment shall be made except quoted by the firm. The payment

I/1205/2025

shall be released after acceptance of the report by the Competent Authority.

- h. The Firm shall not be allowed to transfer, assign, pledge or subcontract its rights and liabilities under this contract to any other firm.
- i. Service Provider will maintain high standards of integrity and professional ethics and morality while handling the work of the JERC and dealing with the JERC and its officials. If it is found that this condition of confidentiality is compromised by the Service Provider, then the JERC will be at liberty to take further steps (e.g., requesting ICAI for cancellation of license of the Firm) against the Service Provider.

**3. Scope of Work**

- a. Complete audit after scrutiny of all the relevant vouchers and documents.
- b. Scrutiny of statutory compliances with periodic returns filed.
- c. Finalize Balance Sheet along with Notes and schedules as prescribed under JERC Regulation.
- d. To provide opinion and consultancy on Taxation (Direct & Indirect) matters, if required.
- e. To file Income Tax Return (ITR-7) U/s 10 (46) of the Income Tax Act 1961, for F.Y 2024-25 before the notified due date of Income Tax.
- f. Submit Internal Audit report to Hon'ble Commission within 2 weeks' time.
- g. To provide assistance in the reply of C&AG Audit para related to Annual accounts for the F.Y 2024-25

**4. PERIOD OF ENGAGEMENT:**

- a. The initial engagement of Chartered Accountant Firm for carrying out Internal Audit of the Annual Accounts of the Commission and filing of Annual Income Tax Return for the FY 2024-25 shall be for a period of one year.
- b. Notwithstanding anything contained herein above, the Commission reserves the right to discontinue the services of a Chartered Accountant firm in the event their services are evaluated as unsatisfactory at any time during the period.

**5. ELIGIBILITY CRITERIA:**

- a. The Chartered Accountant Firm should have its registered Office in Delhi/ NCR.
- b. The Chartered Accountant firm should be in practice for the past five (5) years as on 31.12.2024. The firm should be duly registered with Institute of Chartered Accountants of India (ICAI) (Date of Incorporation certificate issued by Institute of Chartered Accountants of India) may be attached in support.
- c. The firm should have at least two (2) full time qualified Chartered Accountants including partners, as on 31.12.2024(Please provide member status card for each member).
- d. The firm must have at least 05 years' experience in conducting internal/statutory audit of Government department/ Statutory Bodies of Central Government /Public Sector Undertaking/Local Authority.
- e. A Certificate should be submitted that the CA firm has not been blacklisted/ de-registered/ debarred by any Government department/ Public Sector Undertaking/ Private Sector/ or any other agency for which the bidder has executed/ undertaken the works/ services during the last 3 years.
- f. The Firm should have experience in preparation and finalization of Annual Accounts of Government department/ Statutory Bodies of Central Government /Public Sector Undertaking/Local Authority.

**6. TERMINATION OF ENGAGEMENT:**

- a. The engagement Chartered Accountants Firm can be terminated without giving notice or assigning any reason.
- b. The Commission reserves the right to cancel and not to proceed in the matter for engagement of Chartered Accountants Firm at any stage without giving any reason, whatsoever.

I/1205/2025

- c. The Chartered Accountants Firm shall not utilize or publish or disclose or part to third party any data or statistics or proceedings or information gathered during the course of this assignment.

**7. EMD:**

- a. An Earnest Money Deposit (EMD) of Rs. 2,000/- (Rupees Two Thousand only) in the form of Demand Draft/ NEFT/ RTGS in favour of Joint Electricity Regulatory Commission payable at Gurgaon shall be payable, as per details for online remittance as under: -

Beneficiary Account Name	Joint Electricity Regulatory Commission
Name of the bank	Punjab National Bank
Current Account No.	0987100100000370
IFSC Code	PUNB0098710
Branch	Overseas, Gurugram

- b. The participant/bidder having the valid MSME category certificate/startup is exempted from submission of EMD.

- c. The EMD shall be refunded after completion of the tendering process to the unsuccessful bidders. EMD of the successful bidder would be adjusted against the Security Deposit/ Bank Guarantee.

**8. PROCEDURE FOR SELECTION:**

The Chartered Accountants Firm meeting the conditions as given above shall be shortlisted based upon criteria formulated by the Commission i.e., two (02) bids (Technical and Financial) system. The financial bid evaluation shall be done for those bidders who will be found qualified in technical evaluation and shall be considered for Least Cost Selection (LCS) Method through the automated system of GeM for declaring the L1 bidder.

**9. TECHNICAL BID EVALUATION**

**SYSTEM:**

Technical and Financial bids of all the firms, which meet the prequalification criteria, would be taken up for detailed evaluation as per the technical and financial bid evaluation criteria. The technical qualification parameters are as follows: -

Parameter Name	Max Marks	Min Marks
<b>Average Turnover</b> in last three FYs (viz.2021-22, 2022-23 & 2023-24): - a. Above Rs.30 lakh -20 marks b. Between Rs.10 lakh to 30 lakh -10 marks c. Less than 10 lakh- 0 marks	20	70
<b>Total Audit experience in the last years from the date of publishing the bid: -</b> (viz.2021-22, 2022-23 & 2023-24) a. More than 15 years = 30 marks b. Between 10 to 15 years = 20 marks c. Between 5 to 10 years = 10 marks d. Less than 5 years = 0 marks	30	
<b>Internal Audit Experience in Regulatory Commission / Government department/ Statutory Bodies of Central Government /Public Sector Undertaking/Local Authority</b> a. More than 10 years = 30 marks b. Between 5 to 10 years = 20 marks c. Less than 5 years = 0 marks	30	
<b>Distance of Bidder's office to the Buyer's HQ at Gurugram</b>	10	

I/1205/2025

a. Up to 30 km = 10 marks b. Between 30 km to 50 km =5 marks c. More than 50 kms = 0 marks		
<b>Experience in Audit of annual accounts of Electricity Regulatory Commission</b> a. 2 Years or more = 10 marks b. Less than 2 years = 5 marks c. Less than 1years = 0 marks	10	
<b>Total Marks</b>	<b>100</b>	

**Note:**

**(i) The final selection of the Chartered Accountant firm would be based on least cost Selection Method. The technical score would be calculated for each applicant by the Commission and all the applicants who get at least 70 marks out of 100 as overall basis would be considered for financial evaluation.**

**(ii) The participant who fail to provide the requisite documents in support shall be considered as incomplete bid and the bid of the participant shall be summarily rejected.**

The bidders are advised to submit relevant documents as listed below: -

- i. Proof of having registered office in Delhi/NCR (Self-attested)
- ii. Average Turnover in last 3 (three) financial years.
- iii. Proof of experience for conducting internal/statutory audit of Autonomous/Statutory Bodies of Central Government/ Reputed Companies.
- iv. GST Certificate.
- v. Positive feedback of clients of satisfactory services.
- vi. Understanding of the Specific Terms and Conditions of the JERC as mentioned in this tender documents.
- vii. Contact details (including mobile phone) of Single Point of Contact (SPOC) of the bidder along with at least 2 (two) reference of existing/ past clients.

10. The JERC may waive any minor informality or non-conformity or irregularity in a Bid which does not constitute a material deviation. The decision of the JERC with regards to the deviation being material or not shall be final and binding.

11. **Financial Evaluation:** The financial bids shall be opened for those participants who will qualify in the technical bid on the basis of technical evaluation. In case, there is any tie in the rates, the bidders whose score is higher in the technical bid as determined by the Technical Evaluation Committee on the basis of selected bid parameters will be given more weightage. Further, in case if the technical score and financial quoted rate are the same, then the bidder who are prominent to the JERC shall be given more weightage in the selection.

12. The JERC reserves the right to carry out capability assessment of the Bidders and the JERC's decision shall be final in this regard; and the bidder shall submit all necessary documentary evidence to establish that the Bidder meets the above qualifying requirements.

13. The decision of JERC shall be final and no representation of any kind shall be entertained.

14. This Bid is governed by the General Terms and Conditions, conditions stipulated in tender documents and Service Level Agreement specific to this Service as provided in the GeM. However, in case if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will override the conditions in the General Terms and Conditions.

\*\*\*\*\*