



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2025/B/6065352
Dated/दिनांक : 18-03-2025

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	28-03-2025 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	28-03-2025 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	150 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Housing & Urban Affairs (mohua)
Department Name/विभाग का नाम	Nbcc India Limited
Organisation Name/संगठन का नाम	Nbcc India Limited
Office Name/कार्यालय का नाम	North Zone
क्रेता ईमेल/Buyer Email	sujit.kumar.nbcc@nic.in
Item Category/मद केटेगरी	Financial Audit Services - Appointment of Chartered Accountant firm for carrying out Testing of Internal Financial Controls of NBCC India Limited for Two financial years ie 202425 and 202526; Audit Firm
Contract Period/अनुबंध अवधि	1 Year(s) 2 Month(s) 1 Day(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,Certificate (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

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	354000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है	Yes
Arbitration Clause	No
Mediation Clause	No

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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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. 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.
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.

Excel Upload Required/एक्सेल में अपलोड किए जाने की आवश्यकता :

PRICE BID - [1742287103.xlsx](#)

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

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

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.:REFER NIT

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

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

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

Financial Audit Services - Appointment Of Chartered Accountant Firm For Carrying Out Testing Of Internal Financial Controls Of NBCC India Limited For Two Financial Years ie 202425 And 202526; Audit Firm (1)

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Scope of Work	Appointment of Chartered Accountant firm for carrying out Testing of Internal Financial Controls of NBCC India Limited for Two financial years ie 202425 and 202526
Type of Financial Audit Partner	Audit Firm
Type of Financial Audit	Internal Audit
Category of Work under Financial Audit	Appointment of Chartered Accountant firm for carrying out Testing of Internal Financial Controls of NBCC India Limited for Two financial years ie 202425 and 202526
Type of Industries/Functions	REFER NIT
Frequency of Progress Report	REFER NIT
MIS Reporting for Financial Audit support	Yes

Specification	Values
Frequency of MIS reporting	REFER NIT
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	Sujit Kumar	110003, LODHI ROAD	1	N/A

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.

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 कार्यवाई का आधार होगा।

---Thank You/धन्यवाद---



NBCC (INDIA) LIMITED
A Navratna CPSE

[A Government of India Enterprise]
NBCC BHAWAN, LODHI ROAD, NEW DELHI – 110003
CIN No. L74899DL1960GOI003335
Website: <https://www.nbccindia.in>
Email Id: comp@nbccindia.com

NOTICE INVITING E-TENDER (NIT) THROUGH GEM PORTAL

**Tender for appointment of Consultant for Internal Financial Control
Testing for Two Financial Years i.e., 2024-25 and 2025-26**

Date of issue of NIT	18.03.2025
Tender reference No	NBCC/Compilation/IFC Testing/2024-25/01 Dated 18.03.2025
Last date of submission of Bid	As notified on GEM Portal
Date of opening of Technical Bid	As notified on GEM Portal *if bid opening day falls on a holiday, then bid will be opened on the next working day

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NBCC (India) Limited
(A Government of India Enterprise)
NBCC Bhawan, Lodhi Road, New Delhi – 110003
CIN: L74899DL1960GOI003335

Compilation Section

Tender No. NBCC/Compilation/IFC Testing/2024-25/01

March 18, 2025

NOTICE INVITING e-TENDER (NIT) THROUGH GeM PORTAL

Sub: Notice of inviting bids for Appointment of Chartered Accountant firm for carrying out Testing of Internal Financial Controls of NBCC (India) Limited for Two financial years i.e., 2024-25 and 2025-26

NBCC (India) Limited is a listed Schedule 'A' Navratan CPSE under the Ministry of Housing and Urban Affairs (MoHUA), Govt. of India. The company's present areas of operations are categorized into three main segments, i.e. (i) Project Management Consultancy (PMC), (ii) Engineering Procurement & Construction (EPC) and (iii) Real Estate Development. It has been executing many Landmark Projects as a PMC as its Core strength leveraging rich experience in Sectors as diverse as Roads, Hospitals, Institutions, Offices, Residential and Commercial buildings etc. NBCC also has its footprints in International Market. Further, to know more about the Company, please visit www.nbccindia.in.

NBCC is inviting e-bids through GeM Portal from CA Firms for carrying out Testing of Internal Financial Controls of the Company for Two financial years i.e., **2024-25 and 2025-26** in line with statutory requirements of Companies Act, 2013, ICAI Guidance Note, NBCC's IFC Framework and other applicable laws, rules and regulation as applicable on NBCC (India) Limited.

Bid Schedule and Address

1. Bids shall be received through Government e-Marketing (GeM) Portal. The schedule for the bid process is as follows:

Sl. No.	Description	Detailed Information
I	Tender Reference no.	NBCC/Compilation/IFC Testing/2024-25/01 Dated 18.03.2025
II	Name / Brief scope of the work	Inviting bids for Appointment of Chartered Accountant firm for carrying out Testing of Internal Financial Controls of NBCC (India) Limited for Two financial years i.e., 2024-25 and 2025-26
III	Completion Period	As defined in deliverable timelines at Annexure-I

IV	Estimated Cost put to tender	INR Total 3,54,000/-inclusive all taxes & 18% GST for FY 2024-25 and FY 2025-26 (INR 1,77,000/- incl. of all taxes & 18% GST for each financial year)
V	Earnest Money Deposit	NIL
VI	Non-refundable cost of Tender document	NIL
VII	Issue/Publication date of NIT on GeM	18.03.2025
VIII	Last date for queries / seeking clarification	On or before 24.03.2025 on email Comp@nbccindia.com
IX	Last Date & Time for receipt of Bid on GeM	As notified on GEM Portal
X	Date & Time of Opening of Technical Bids on GeM portal	As notified on GEM Portal <i>*if bid opening day falls on a holiday, then bid will be opened on the next working day</i>
XI	Date & Time of Opening of Financial Bids	As per GeM portal for the qualified bidders of Technical Bid
XII	Place of submission of Bids	Completed bids shall be uploaded on Government e-Marketing (GeM) Portal
XIII	Place of Opening of Bids	Gem Portal
XIV	Contract Period	FY 2024-25 and 2025-26 (from the date of acceptance of LOA till submission of Final IFC testing report of FY 2025-26)
XV	Period during which hard copy in original of requisite documents as per NIT shall be submitted.	Bidding documents are to be uploaded through GeM Portal; However, Annexure-4 only is required to be submitted in original (Hard Copy) on or before the last date of submission.
XVI	Address for communication	Sh. Hrishikesh Kumar Executive Director (Finance) Compilation Division NBCC (India) Limited, 7 th Floor, NBCC Bhawan, Lodhi Road, New Delhi- 110001, India Email Id: comp@nbccindia.com

2. It is advised to study the Tender document carefully. Submission of bid shall be deemed to have been done after careful study and examination of the tender document with full understanding of its implications.
3. The response to this e-Tender should be full and complete in all respects.

Bidder must quote for all the services asked for in this tender regardless of the conduct or outcome of the bidding process.

4. Bidder shall bear all costs associated with the preparation and submission of the bid. NBCC will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the bidding process.
5. NBCC reserves the right to change the dates mentioned in above table. Changes/ amendment/corrigendum, if any, related to the tender document will however be notified on GeM portal. Therefore, Bidders in their own interest must check the website before submitting the bids.
6. NBCC reserves the right to reject any or all tender or cancel/withdraw the invitation for bid without assigning any reason whatsoever thereof. NBCC does not bind itself to accept lowest tender. No claim of the bidder whatsoever shall be entertained by NBCC on this account.
7. Bids should be submitted along with required documents by uploading only on website- <https://gem.gov.in> **However, Annexure – 4 is required to be submitted in original on or before the last date of submission notified on GeM portal.**
8. The tender document uploaded can be seen on <https://gem.gov.in> "Corrigendum" if any, would appear/notified only on GeM and not to be published or intimated to bidder through any other mode whatsoever. Therefore, bidders are advised to regularly visit the website.
9. In case of any assistance/problem/enquiry in uploading documents, Helpdesk Telephone Nos. as provided on the website <https://gem.gov.in> may be contacted.
10. In case of any discrepancy (ies) between this NIT and GeM provisions (including Terms and Conditions), the provisions of NIT (including Terms and Conditions) shall prevail.

Note: Bidders should note and ensure that the documents uploaded by them should be readable, printable and in legible form, failing which, the bid shall not be considered for evaluation.

2. Definition of terms used in the tender herein after:
 - a. **“Chartered Accountant”** means a person who is a member of the Institute of Chartered Accountants of India.
 - b. **“Firm”** means a partnership firm under Indian Partnership Act 1932 and includes the Limited Liability Partnership under LLP Act 2008, or the sole proprietorship.

3. **SCOPE OF WORK**

The detailed Scope of Work for Testing of Internal Financial Controls is given at **Annexure-I** for understanding and ready reference.

4. **Eligibility criteria for submission of technical bid is at Annexure-2.**

5. **Terms and Conditions:**

- 5.1 **Conduct of Service:** Assignment shall be conducted/carried out in time bound manner as per statutory requirements of Companies Act, 2013, ICAI Guidance Note, NBCC’s IFC Framework and other applicable laws, rules and regulation as applicable on NBCC (India) Limited. Time being the essence of the contract, it is expected that the IFC testing report should be submitted at the earliest.
- 5.2 The tenure of appointment shall be for Two years i.e., FY 2024-25 and 2025-26. The tenure may be renewed/extended for one more consecutive financial year i.e. 2026-27 at the sole discretion of the Company. However, it is expressly stated here that the said extension is not to be construed as assured and the Company reserves the right not to reappoint without assigning any reason thereof.
- 5.3 The Company reserves the right to accept / reject any or all the offers without assigning any reason whatsoever thereof.
- 5.4 In the event of termination of the assignment due to any cause whatsoever [whether consequent to the stipulated term of the assignment or otherwise], NBCC shall be entitled to impose any such obligations and conditions and issue any clarifications as may be necessary to ensure an efficient transition and effective business continuity of the service(s) which the Bidder/applicants shall be obliged to comply with and take all available steps to minimize loss resulting from that termination / breach, and further allow the next successor bidder to take over the obligations of the erstwhile bidder in relation to the execution / continued execution of the scope of the assignment.
- 5.5 The applicant/CA firm shall indemnify NBCC and keep indemnified for any loss or damage, cost or consequences that NBCC may sustain, suffer or incur on account of violation / fault on part of the applicant/CA firm. The total liability of the selected bidder/applicant under this clause shall not exceed the total assignment value.

- 5.6 Any/all disputes between NBCC and applicant/CA firm shall be governed by the Indian Law for the time being in force and the Courts in Delhi alone shall have exclusive jurisdiction to deal with matter arising therefrom.

6. INSTRUCTIONS TO BIDDERS

- (a) Those intending bidders not registered on GeM Portal i.e. <https://gem.gov.in/> mentioned above are required to get registered beforehand.
- (b) The bidder can download the tender documents from website <https://gem.gov.in/>. The intending bidder must read the terms and conditions carefully. One should only submit the tender if considers oneself eligible and is in possession of all the required documents/information. Information and Instructions for tenderer posted on Website(s) shall form part of tender document.
- (c) After downloading/getting the tender document/schedules, the Bidder should go through them carefully and then submit the documents as asked, otherwise bid will be rejected. It is construed that the bidder has read all the terms and conditions before submitting their offer. Bidders are advised that prior to bid submission they should read the Bid documents thoroughly.
- (d) The bidder may seek clarification within the specified period. The identity of bidder will not be disclosed. NBCC will clarify the relevant queries of bidders as far as possible.
- (e) All enclosures/supporting documents of Bid shall be filled, signed, stamped, scanned and uploaded while submitting the bids ONLINE.
- (f) All these documents shall be signed as per the requirement of GeM portal.
- (g) TECHNICAL & FINANCIAL BIDs are to be submitted SEPARATELY through ONLINE MODE VIA GEM PORTAL ONLY in the prescribed Performa along with supporting documents failing which the entire Bid shall be summarily rejected. Offers submitted in any other form shall not be considered.
- (h) Financial bid will be opened for only those who are meeting the eligibility criteria as per **Annexure-2** and schedule of same would be intimated accordingly and technical bid will be opened as notified on GEM Portal.
- (i) Overwriting/correction/erase and/or use of white ink should be avoided in the Offer. However, if any overwriting/correction/erase is inevitable, the same should be authenticated with the signature & seal of authorised person of applicant Consulting Agency.

- (j) Documentary evidence(s) in respect of all the information sought from the applicant/Consulting Agency must be furnished along with the proposal letter.
- (k) All the pages of the proposal document shall be signed by the applicant with the seal and documents submitted along-with the offer be authenticated by the authorised signatory of the applicant(s) with the seal.
- (l) The total quoted lump-sum fee should be inclusive of applicable GST, all out-of-pocket expenses on account of travel and accommodation, communication, workshops, printing, stationery, etc. No expenses on any other account would be paid by NBCC relating to this transaction except the total lump-sum fee quoted by Bidder and accepted by NBCC.
- (m) The Company reserves the right to accept or reject any or all responses and to request additional submissions or clarification from one or more applicant(s) at any stage or to cancel the process entirely at its sole discretion without assigning any reason whatsoever.

7. **Declarations by Firm(s) for appointment as Consultant:**

The Firm(s) shall have to furnish declarations along with submission of Technical Bid, for appointment as Consultant, as under:

- 7.1 The Firm shall not sub-contract the work to be performed as per this tender,
- 7.2 The Firm and team assigned to the work will act in strict confidence and will ensure that the data, statement, and any other information in respect of the operation of the location / work center/ Company is dealt with strict confidentiality and secrecy.
- 7.3 Neither the Firm nor its partner(s) or associates should have any interest in the business of the Company. (Business interest will not cover transactions for services provided in form of Professional Capacity)
- 7.4 Firm or any Partner of the firm should not have been barred from practice by ICAI or any authority during the last 5 years.

8. **Maximum Estimated cost for Bidding:**

The tender prescribes in aggregate Rs. 3,54,000/- inclusive of all taxes & 18% GST as the Estimated cost put to tender (ECPT) for bidding (INR 1,77,000/- incl. of all taxes & 18% GST for each financial year). Kindly note that the Bid offer must not exceed the estimated cost put to tender.

9. **Performance Security**

Not applicable.

10. Force Majeure

If at any time, during the continuance of this contract, the performance in whole or in part by either party of any obligations under this contract shall be prevented or delayed by reason of any war, or hostility, acts of the public enemy, civil commotion, sabotage, fires, floods, explosions, epidemics, quarantine restriction, strikes, lockouts or act of God (hereinafter referred to as events) provided notice of happenings, of any such eventuality is given by the either party to the other within 21 days from the date of occurrence thereof, neither party shall by reason of such event be entitled to terminate this contract and the contract shall be resumed as soon as practicable after such event may come to an end or cease to exist. If the performance in whole or part of any obligation under this contract is prevented or delayed by reason of any such event for a period exceeding 60 days either party may, at its option, terminate the contract.

11. Debarring Provisions:

The CA Firm will be debarred from getting any work in future from NBCC:

- 11.1 If the Firm obtains the appointment based on false information/misstatement.
- 11.2 If the Firm does not take up assignment in terms of appointment letter.
- 11.3 If the Firm fails to maintain/honour confidentiality and secrecy of the Company's data, statement, and any other information.
- 11.4 If the Firm fails to comply with any of the conditions laid down in clause 6 & 7 above.
- 11.5 If the Firm exits the assignment before completion, as per scope of work.

12. Termination/Removal:

NBCC may at any time terminate/cancel the contract, if the potential firm unable to provide the service as per the scope of work in the manner prescribed under the law, and report matter to GeM to take action in terms of applicable policy.

13. Fees:

The fees for the assignments specified in the **Annexure- 1** may be quoted as per Performa specified in **Annexure-3** for Financial Bid (inclusive of out of pocket expenses, all taxes & GST) by eligible Firm and the work shall be awarded to the Firm who would quote lowest fee on consolidated basis at **Annexure-3**. The fees for the renewed or extended period will be increased by 5% of the quoted amount calculated on annual basis, which will be inclusive of out of pocket expenses, all taxes & GST.

Scope of Work – FY 2024-25 and 2025-26

The scope of work of Testing of Internal Financial Controls includes:

A. Understanding the Existing IFC Framework

1. Review the Company's IFC framework, policies, and risk-control matrix (RCM).
2. Identify key processes, significant accounts, and related controls impacting financial reporting and operational efficiency.
3. Assess alignment with statutory requirements, including provisions of Section 134(5)(e) and Section 177 of the Companies Act, 2013.

B. Testing of Design and Operational Effectiveness

4. Perform walkthroughs and process understanding sessions with process owners.
5. Evaluate control design adequacy to mitigate identified risks.
6. Conduct substantive and control testing on a sample basis, as per defined testing methodology.
7. Identify gaps, deficiencies, or control weaknesses if any.

C. Compliance with Statutory and Regulatory Requirements

8. Ensure compliance with:
 - **Companies Act, 2013** (Section 134(5)(e), Section 177, and other relevant provisions).
 - **ICAI Guidance Note on IFC Over Financial Reporting.**
 - **SEBI (LODR) Regulations**, if applicable.
 - Any other applicable regulatory and statutory framework governing IFC.

D. Reporting & Recommendations

9. Prepare detailed reports.
10. Provide recommendations for remediation and improvements in the control environment.
11. Assist in management's preparation of the Directors' Responsibility Statement on IFC, if required.
12. Support the Audit Committee and Board in understanding the IFC assessment results, if required through Presentation meetings.

E. Timelines and Deliverables

13. The testing shall be conducted in a **time-bound manner** as per the agreed timelines, ensuring adherence to statutory deadlines. (timelines will be intimated either in LOA or separately through mail)
14. Deliverables shall include:
 - Interim Findings Report (if applicable).
 - Draft Report for Management Review.
 - Final Report with Remediation Plan.
 - Presentation to Audit Committee/Board (if required).

Annexure- 2

(On letterhead of Firm)

PROFORMA FOR TECHNICAL BID

To,

Executive Director (Finance),
Compilation Division,
NBCC (India) Limited,
NBCC Bhawan, 7th Floor,
Lodhi Road, New Delhi – 110003.

Part-A: General Information

Sl. No.	Particulars	Details along with supportive Documents
1.	Name of the Bidder	
2	Complete Address of the Bidder along with contact details	
3	Particulars of the authorized signatory: . Name . Designation . Contact Number . Email id	
4	PAN of the Bidder	
5	GST Registration Number of Bidder	
6	Office address of Bidder at New Delhi/NCR	
7	Any other information considered relevant by the Bidder	

Part-B: Working Experience and others

S No.	Particulars	Documentary evidence required with page no. reference
1.	The Firm should have experience of conducting IFC Testing/Statutory Audit of <u>at least 2 Equity Listed Companies including at least One Equity Listed Public Sector Undertakings (PSUs) in the last 5 preceding financial years.</u>	Engagement Letter of respective Financial Year of the said Companies.

2.	The Firm should have minimum three (3) active partners who are Member of the Institute of Chartered Accountants of India (ICAI) at the time of submission of tender.	Certificate from ICAI regarding registration & Firm's Partner.
3.	The Firm should have an office/branch in Delhi/NCR.	Self-declaration and address proof

**** In case of conversion of proprietorship firm into partnership firm, the date of registration of proprietorship may be considered for calculation of total experience of partnership firm.***

The bidders are required to submit documents strictly as per terms and conditions, Formats given in the tender documents and not to stipulate any deviations therein.

Signature -----
Name & Designation of the Authorized Signatory-----
Membership Number -----
Stamp of the CA Firm-----

Place:
Date:

Annexure- 3

(On letterhead of Firm)
PROFORMA FOR FINANCIAL BID
(For conducting Internal Financial Control Testing of NBCC)
For reference only, bid to be submitted on GeM portal

To,
Executive Director (Finance),
Compilation Division,
NBCC (India) Limited,
NBCC Bhawan, 7th Floor,
Lodhi Road, New Delhi – 110003.

PRICE BID (Schedule of Rates)

Sl. No.	Particulars of Works	Fee/Rate (Amount in Rs. exclusive of GST) (A)	Applicable GST @.....% (B)	PRICE BID for consolidated works (Amount in Rs. Inclusive of GST)
1	Testing of Internal Financial Controls for FY 2024-25 and 2025-26			(A+B)

The amounts quoted shall be inclusive of all taxes, GST and out-of-pocket expenses. The Total Estimated cost put to tender for assignments for FY 2024-25 and 2025-26 is Rs. 3,54,000/- (Rupees Three Lakh Fifty Four Thousand only) inclusive of all taxes & 18% GST.
The fees for the renewed or extended period (FY 2026-27) will be increased by 5% of the quoted amount calculated on annual basis, which will be inclusive of out of pocket expenses, all taxes & GST.

Signature -----
Name & Designation of the Authorized Signatory-----
Stamp of the Firm-----
Date -----
Place -----

Annexure-4

(On letterhead of Firm in original)

To,
Executive Director (Finance),
Compilation Division,
NBCC (India) Limited,
NBCC Bhawan, 7th Floor,
Lodhi Road, New Delhi – 110003.

Declaration by Firm regarding appointment as Consultant:

I/We, M/s _____ hereby declare and confirm that:

1. I/We shall not sub-contract the work to be performed as per this tender,
2. My/Our firm and team assigned to the work will act in strict confidence and will ensure that the data, statement, and any other information in respect of the operation of the location / work center/ Company is dealt with strict confidentiality and secrecy.
3. Neither the Firm nor its partner(s) or associates have any interest in the business of the Company,
4. My/Our Firm and any Partner have never been barred from practice by ICAI during the last 5 years.

Signature -----

Name & Designation of the Authorized Signatory-----

Stamp of the Firm-----

Date -----

Place -----