बिड संख्या/Bid Number: GEM/2026/B/7839839
दिनांक /Dated: 27-07-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	11-08-2026 16:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	11-08-2026 16:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Defence
विभाग का नाम/Department Name	Department Of Defence Production
संगठन का नाम/Organisation Name	Armoured Vehicles Nigam Limited
कार्यालय का नाम/Office Name	***********
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :rkbal@ord.gov.in Buyer Email id: ttchettiar@ord.gov.in
वस्तु श्रेणी /Item Category	Financial Audit Services - HIRING SERVICES OF COST ACCOUNTANT FIRM FOR COST AUDIT; CA Firm
अनुबंध अवधि /Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	18 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	5 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
टर्नओवर पात्रता मानदंड/Turnover eligibility criteria	To be verified by the buyer at the time of technical evaluation
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,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

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेज़ों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/**Do you want to show documents uploaded by bidders to all bidders participated in bid?**	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / **Minimum number of bids required to disable automatic bid extension**	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / **Number of days for which Bid would be auto-extended**	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / **Number of Auto Extension count**	1
बिड से रिवर्स नीलामी सक्रिय किया/**Bid to RA enabled**	No
बिड का प्रकार/**Type of Bid**	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /**Time allowed for Technical Clarifications during technical evaluation**	2 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / **Estimated Bid Value in INR (Inclusive of all taxes)**	495000
Payment Timelines	Payments shall be made to the Seller within **10** days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/**Evaluation Method**	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / **Financial Document Indicating Price Breakup Required**	Yes

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No

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

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes

ट्रेड्स भुगतान संबंधी विवरण/TReDS Payment Details

This Bid provides for Trade Receivables Discounting System (TReDS) as Preferred mode of payment. For MSME sellers, payments may be processed through a TReDS exchange in which the Buyer is registered, subject to applicable policy and regulatory guidelines. Accordingly, sellers intending to avail payment through TReDS are required to be registered with at least one TReDS exchange in which the buyer is registered.

1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. 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.
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.
4. 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.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Number of Years of firm/company’sexistence as per ICAI certificate:PLEASE REFER SCOPE OF WORK FOR DETAILED INFORMATION

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.:PLEASE REFER SCOPE OF WORK FOR DETAILED INFORMATION

Number of full-time partners/experienced and qualified professionals in full time employment at senior level with experience in handling similar or relevant projects:PLEASE REFER SCOPE OF WORK FOR DETAILED INFORMATION

Number of partners/ qualified professionals in full time employment with DISA/CISA qualification:PLEASE REFER SCOPE OF WORK FOR DETAILED INFORMATION

Number of XX fulltime CA’s required and YY professional audit staff:PLEASE REFER SCOPE OF WORK FOR DETAILED INFORMATION

This Bid is based on Quality & Cost Based Selection (QCBS) . The technical qualification parameters

are :-

Parameter Name	**Max Marks**	**Cutoff Marks**	**Qualification Methodology Document**
AS PER PRE-QUALIFICATION CRITERIA OF THE BID	100	70	View File

Total Minimum Qualifying Marks for Technical Score: 70

QCBS Weightage(Technical:Financial):70:30

Financial Audit Services - HIRING SERVICES OF COST ACCOUNTANT FIRM FOR COST AUDIT; CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	**मूल्य/ Values**
कोर / Core	
Scope of Work	HIRING SERVICES OF COST ACCOUNTANT FIRM FOR COST AUDIT
Type of Financial Audit Partner	CA Firm
Type of Financial Audit	Cost Audit
Category of Work under Financial Audit	COST ACCOUNTANT FIRM FOR COST AUDIT
Type of Industries/Functions	AS PER SCOPE OF WORK
Frequency of Progress Report	AS PER SCOPE OF WORK
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	AS PER SCOPE OF WORK
State	NA
District	NA
एडऑन /Addon(s)	
Post Financial Audit Support	NA

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

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परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	***********	***********THIRUVALLUR	Project / Lumpsum Based	N/A

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

1. **Generic**

   OPTION CLAUSE 25% : 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, the contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration.
   For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25 percent with the consent of the service provider

2. **Generic**

   Bidder financial standing: The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

3. **Buyer Added Bid Specific ATC**

   Buyer Added text based ATC clauses

ADDITIONAL TERMS AND CONDITIONS

1. THE FIRM SHOULD NOT ASSIGN WHOLE OR A PART OF CONTRACT TO ANY OTHER FIRM OTHER THAN SELF. SUB-LETTING OF CONTRACT IS NOT ALLOWED.

2. NO PRICE ESCALATION IS ALLOWED DURING THE TENURE OF THE CONTRACT.

3.TDS/INCOME TAX/OTHER TAXES (IF ANY) WILL BE DEDUCTED BEFORE PAYMENT AS PER PROCEDURE IN VOGUE.

4. CONDITIONAL OFFERS WILL NOT BE ACCEPTED.

5. THE BIDDER SHOULD STUDY THE SCOPE OF WORK OF THE BID CAREFULLY WHILE PARTICIPATING INTHE BID.

6 THE SCOPE OF WORK TO BE DULY SIGNED/STAMPED BY THE BIDDER WITH THE ENDORSEMENT AS “AGREED & ACCEPTED” FOR ALL THE POINTS AND SHOULD BE ATTACHED WITH TECHNICAL BID .

7 IN THE EVENTS OF CLASH OF TERMS AND CONDITIONS OF GEM AND AVNL, CONDITIONS SET BY AVNL WILL PREVAIL.

8. IP ADDRESS OF THE BIDDER/BIDDERS SHOULD BE UNIQUE. IN CASE OF IP ADDRESS FOUND SAME FOR MORE THAN ONE BIDDER THEN OFFER OF THOSE BIDDERS WILL BE SUMMARILY REJECTED.

9. FOR ANY TECHNICAL QUERIES RELATED TO TENDER, BIDDERS MAY CONTACT US AT 044-26843342, 044-26843306 AND EMAIL ID neelkamaltyagi@ord.gov.in (FIN DIVISION, ARMOURED VEHICLES NIGAM LIMITED CORPORATE OFFICE, AVADI)

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अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers’ controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers’ Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. 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.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

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. 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 shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (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. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

This Bid is governed by the सामान्य नियम और शर्तें/General Terms and Conditions, 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 सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

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।/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.

---धन्यवाद/Thank You---

Hiring of Services of Cost Accountant Firm for Cost Audit of Armoured Vehicles Nigam Limited

[A] INTRODUCTION:

Armoured Vehicles Nigam Limited (AVNL) is a newly formed Government Company incorporated on 14.08.2021, having its registered office at Bhaktavatsalapuram, Avadi, Chennai-600 054. AVNL is one of the seven new Government of India enterprises, under Ministry of Defence, formed by converting 41 Ordnance Factories which were under erstwhile Ordnance Factories Board into 7 DPSU (100 % Government Owned) corporations. The approximate annual turnover of AVNL is Rs.6000 Crores.

1. AVNL intends to hire the services of a Cost Accountant Firm which can be a Proprietorship/Partnership firm/LLP(hereinafter called Firm) for carrying out the Cost Audit of AVNL for the period of **1 year i.e. FY 2026-27** in compliance to Companies Act 2013.

2. AVNL comprises the following production units & Corporate Office as mentioned below (here in after called as "**In-scope locations**"):

S.No	State	In- Scope Locations
1	TAMILNADU	a) HEAVY VEHICLES FACTORY AVADI (HVF) b) ENGINE FACTORY AVADI (EFA)
2	TELANGANA	a) ORDNANCE FACTORY,MEDAK, YEDDUMAILARAM (OFMK)
3	MAHARASHTRA	a) MACHINE TOOL PROTOTYPE FACTORY (MTPF) AMBERNATH
4	MADHYA PRADESH	VEHICLE FACTORY JABALPUR (VFJ)

3. **Period of Engagement:** The Period of engagement shall be for 1 year from the date of placement of contract. Annual Cost Audit report is required to be submitted well within 6 months from the date of completion of the financial year or as stipulated under Companies Act, 2013 and to enable AVNL to hold its AGM within 6 months after completion of Financial year.

4. The firm should study the bid related documents carefully and quote lump sum charges(along with breakup of cost) for providing the service as per the given scope of work and deliverables. The CMD, AVNL reserves the right to issue necessary amendments to the contract if deemed fit and the contract can be extended as per the terms and conditions of the contract.

5. The bidders should study the Scope of Work of the bid carefully and accordingly should quote for deploying the required number of manpower.

(B) Broad scope of work and deliverables.

AVNL intends to engage a Cost Accountant firm to carry out the Cost Audit for AVNL with the following scope of work in brief:

1. To conduct Cost audit of the Company pursuant to section 148(1) of Companies Act 2013 in accordance with the provisions of the Companies (Cost Records & Audit) Rules 2014 and amendment thereof from time to time.
2. To conduct audit of cost records prepared and maintained pertaining to the products manufactured by the company during the financial year.
3. Cost Audit shall be in adherence to the relevant orders/clarifications issued by Cost Audit Branch, Ministry of Corporate Affairs, Govt. of India and the Cost Accounting Standards issued by the Institute of Cost Accountants of India, from time to time.
4. Cost audit team should consist of adequate number of qualified Cost Auditors /Semi-qualified assistants (Cost Accountants) led by a Senior Cost Auditor (SCA) should be FCMA of the Firm so as to be commensurate with cost audit work requirements.
5. Verification and certification of Annexure to Cost Audit Report (Form CRA-3), records maintained by the Company as per Companies (Cost record & audit) Rules, 2014.
6. The Firm so appointed shall commence cost audit and submit necessary reports with in stipulated time from the close of the financial year along with reservation or qualification or observations or suggestions, if any in form CRA-3 and annexure as per notification or any other instructions issued by the Central Government from time to time under Section 148 or any other section of the Companies Act 2013.
7. Cost Auditor will attend Audit Committee/ Board Meeting of the Company for matters relating to Cost Audit.
8. The Firm shall ensure e-filing of cost audit report and annexure to the cost audit report to MCA, GOI, in XBRL form or in the manner prescribed by the Govt. from time to time, within the scheduled date prescribed by MCA - GoI for filing, after the Board of Directors of the Company approve the cost audit report in conjunction with Company Secretary of AVNL.
9. The firm entrusted with the work will engage professionally qualified personnel and shall function with highest standards of professional and ethical conduct. They shall sign Non-Disclosure Agreement with the AVNL and exercise strict confidentiality of AVNL data;
10. The firm shall execute the cost audit for the agreed period across all AVNL location mentioned in S.No A (2). Senior person (FCMA) handling the assignment will be the single point contact for all locations. Senior person (FCMA) will coordinate with the AVNL management for report discussion and finalization.
11. Interim Audit of unit and AVNL CO is to be carried out before end of every financial year in consultation of AVNL management.

12. In case of any necessity for the firm's personnel to travel to any outside location for official work, the cost of travel will be reimbursed extra by economy class (Cheapest Fare) by air travel/AC II tier travel by train. Out station units shall make arrangements for providing local conveyance including pick up and drop from the airports/railway station and daily commuting from place of stay to our units. The units will provide suitable accommodation in Guest house / IB on request against payment of lodging and boarding charges. The lodging and boarding charges will be reimbursed on production of bills (Tax invoice). In case of necessity to stay in other than Unit guest houses, an advance approval is to be taken from AVNL CO. Reimbursement of travel expenses shall be admissible only for travel undertaken between the Firm's Head Office and the respective Units and/or AVNL CO, subject to submission of valid supporting documents such as boarding passes, railway tickets, or other proof of travel, as applicable.

13. The firm will be required to handle & sort out any other issues to satisfy the mandatory Cost Audit requirement of all units and the corporate office.

[C] Responsibility of AVNL :

1. AVNL shall provide required IT support for adapting to meet the statutory requirements to be carried out for required changes in the existing software.

2. Desktop PC with Windows and MS Office and separate work space will be provided to the team members of the firm at corporate office and units of AVNL.

[D] Payment terms:

1. Payment will be made to the firm on yearly basis on submission of Invoice as per GeM Norms of payment;

2. Payment will be made within 10 working days of acceptance of Acknowledgment of completion of work. Firm has to get job completion certificate from all the Units including Corporate Office and attach along with their claim.

[E] SPECIAL TERMS AND CONDITIONS:

1. The place of work is mentioned at Para 2 of Introduction to the services proposed for hiring.
2. The professionals have to work on site at AVNL corporate office and its units during their period of contract.
3. ID card to be issued to individuals engaged in the work by the firm.
4. The working hours of the persons areas per the standard timing of working of factory/unit concerned. Staff deployed by the Firm will have to adhere to the timings of AVNL/Units of AVNL.
5. The Firm should not assign whole or a part of contract to any other firm other than self. Sub-letting of contract is not allowed.
6. The firm should fulfill all security conditions as applicable to AVNL and abide by security instructions for all purposes.
7. PVR and security clearance for all (Staff deployed on behalf of firm)to be ensured before commencing of work by the firms.
8. Submission of an indemnity bond by the firm to compensate for any loss to AVNL on account of any failure / negligence or lapses in discharging the duty by contractor causing loss to the AVNL.
9. It should be clearly indicated that none of the personnel engaged by the firm against the contract shall have any right / claim whatsoever for direct recruitment of permanent employment in the Factory/Unit.
10. No price escalation is allowed during the tenure of the contract.
11. Income tax / other taxes (if any) will be deducted before payment as per procedure in vogue.
12. EMD 3% applicable on estimated value in the form of Bank Guarantee issued by nationalized bank.
13. Successful bidder should submit security deposit / performance security deposit @ 3% of contract value within 30 days if the supply order value exceeds Rs 10 lakhs. The firm can submit PSD in form of Bank Guarantee/FDR in the name of The Chairman and Managing Director, Armoured Vehicles Nigam Limited, Chennai- 54.
14. Buyer reserves the right to place orders for additional quantity (period of service)up to a maximum of 25% of the originally contracted quantity (period of service) at the same rate and T&C of the contract within the original delivery period as well as extended delivery period.
15. No Client Related document, data or any kind of material shall be allowed to be taken or transmitted outside the buyer's premises without written permission from the buyer, in any manner whatsoever.
16. The firm will, however, be permitted to take the documents from the Buyer's premises only after written permission from Buyer. However, the firm must also ensure the safe keeping and confidentiality of these documents by providing an undertaking.
17. The firm should ensure insurance coverage of the personnels deployed in the contract to essentially meet the needs of any, incase of untoward incidence inside the AVNL premises.

[F] Method of Selection for Hiring of Cost Accountant Firm for Cost Audit of AVNL

1. Evaluation will be done on total value wise through QCBS system. Based on QCBS system, contract will be concluded on H1.The proposal obtaining the highest total combined score in evaluation of quality and cost will be ranked as H-1 followed by the proposals securing lesser marks as H-2, H-3 etc. The proposal securing the highest combined marks and ranked H-1 will be invited for negotiations, if required and shall be recommended for award of contract. In the event two or more bids have the same score in final ranking, the bid with highest technical score will be H-1
2. **The ratio of quality to cost weightage in the present case for QCBS evaluation is 70:30**
3. **The price bid of vendors obtaining the qualifying marks of 70 and above in technical evaluation will be opened for further evaluation.**
4. The details and example of QCBS system of evaluation is given below:

In QCBS system of selection, minimum qualifying marks (normally 70 to 80 (Seventy – Eighty) out of maximum 100 (Hundred) marks) as benchmark for quality of the technical proposal will be prescribed and indicated (at para 2. in this case) along with a scheme for allotment of marks for various technical criteria/attributes (given in Pre-qualification and Selection Criteria Matrix in this case).

During evaluation of technical proposal, quality score is assigned out of the maximum 100 (Hundred) marks, to each of the responsive bids, as per the scheme laid down in the RFP. The consultants/service providers who are qualifying as per the technical evaluation criteria are considered as technically responsive and the rest would be considered technically non-responsive and would be dropped from the list.

Financial proposals are then opened for only eligible and responsive offers and other financial offers are returned unopened to bidders. The financial proposals are also given cost-score based on relative ranking of prices, with 100(Hundred) marks for the lowest and pro-rated lower marks for higher priced offers. The total score shall be obtained by weighting the quality and cost scores and adding them. The weight given to the technical score may not be confused with the minimum qualifying technical score(though they may in some case be equal).

In such a case, an Evaluated Bid Score (B) will be calculated for each responsive Bid using the following formula, which permits a comprehensive assessment of the Bid price and the technical merits of each Bid:

$$B = (C_{LOW}/C) * X + T / T_{HIGH} (1 - X)$$

- Where,

C = Evaluated Bid Price

C_{low} = the lowest of all Evaluated Bid Prices among responsive Bids

T = the total Technical Score awarded to the Bid

T_{HIGH} = the Technical Score achieved by the Bid that was scored best among all responsive Bids

X = weightage for the Price as specified in the BDS (Bid Data Sheet)

The Bid with the best evaluated Bid Score (B) among responsive Bids shall be the Most Advantageous Bid

[G] An example of procedure followed in QCBS method for finalization of the bid

In a particular case of selection of consultant, it was decided to have minimum qualifying marks for technical qualifications as 75(Seventyfive) and the weightage of the technical bids and financial bids was kept as 70: 30(Seventy: Thirty). In response to the RFP, three proposals, A, B & C were received. The technical evaluation committee awarded the following marks as under:

A: 75 Marks
B: 80 Marks
C: 90 Marks

The minimum qualifying marks were 75 (Seventy five) thus, all the three proposals were found technically suitable. Using the formula T/Thigh, the following technical points are awarded by the evaluation committee

A: 75/90 = 83 points
B: 80/90 = 89 points
C: 90/90 = 100 points

The financial proposals of each qualified consultant were opened after notifying the date and time of bid opening to the successful participants. The price evaluation committee examined the financial proposals and evaluated the quoted prices as under:

A: Rs.120.
B: Rs.100.
C: Rs.110.

Using the formula C_{low}/C, the committee gave them the following points for financial proposals:
A: 100/120 = 83 points
B: 100/100 = 100 points
C: 100/110 = 91 points

In the combined evaluation, thereafter, the evaluation committee calculated the combined technical and financial score as under:

Proposal A: 83x0.30 + 83x0.70 = 83 points.
Proposal B: 100x0.30 + 89x0.70 = 92.3 points
Proposal C: 91x0.30 + 100x0.70 = 97.3 points.

The three proposals in the combined technical and financial evaluation were ranked as under:
Proposal A: 83 points: H-3
Proposal B: 92.3 points: H-2
Proposal C: 97.3 points: H-1

Proposal C at the evaluated cost of Rs.110 (Rupees One hundred and ten) was, therefore,declared as winner and recommended for negotiations/approval, to the competent authority.

[H] SPECIAL INSTRUCTIONS:

1. All above mentioned supporting documents along with bid (format of bid) will be the part of Technical Bid.
2. The Bidder will mention self-evaluated score against each parameter and will provide related documentary evidence against each parameter given above. The self-evaluated scores of the Bidder will be verified by the Evaluating Committee of AVNL based on the documentary evidence provided. The scores given by the Committee after verification with the documentary evidences as provided by the Bidder shall be considered final.
3. Only those firms who meet Pre-qualification criteria shall eligible for evaluation of qualifying score as per selection criteria. Those firms who secure **at least 70%** and above marks as per selection criteria mentioned in Method of Selection by QCBS Method shall be **considered for opening of financial bid.**
4. The firm should mandatorily sign and seal the Pre- Qualification cum Selection Criteria Matrix (PQC) as a proof of acceptance of the same and attach/upload along with all other requisite documents in Technical Bid.
5. **The ratio of quality to cost weightage in the present case for QCBS evaluation is 70:30**
6. **The price bid of vendors obtaining the qualifying marks of 70 and above in technical evaluation will be opened for further evaluation**

[I] PREQUALIFICATION CRITERIA

Sl No	Basic requirement	Particulars	Mandatory/ Maximum Points	Supporting Documents
1	**Legal Entity**	The bidder must be a registered proprietorship/ Partnership firm/LLP (Limited Liability partnership) with Institute of Cost& Management Accountants of India	Mandatory requirement	Copy of Registration certificate of relevant authority.
2	**Past performance**	The bidder should be in practice and should have relevant Cost Audit experience of at least 5 years to clients such as Central/State/Govt./PSU or large Private manufacturing sector having turnover of more than 250 crs.	Mandatory Requirement	Copy of board resolution for appointment/ Engagement Letter
3	**Financial Standing**	Average Annual turnover of the Bidder firm during last three financial years should be INR Rs. 30 Lakhs PA or more	Mandatory Requirement	Annual audited financial statement for the past three completed financial years
4	**Insolvency**	The firm should not have faced Insolvency proceedings or declared Insolvent or under liquidation/ court receivership or any such similar proceedings.	Mandatory Requirement	Self-Declaration to be submitted in firm's letter head duly signed and sealed
5	**Debarred/ Black listed**	The firm should not have been debarred/ blacklisted by any of Govt/PSUs or any other legal entities for consultancy services. The firm should not have been convicted by a court of Law or indicted by a regulatory authority for any offence against it. The firm should also not have any Criminal/civil investigation pending against it, by enforcement or Prosecution Authorities.	Mandatory requirement	Self-Declaration to be submitted in firm's letter head duly signed and sealed.
6	**Qualification & experience of Manpower**	The Cost Auditor deployed by the firm should have post qualification experience of 5 or more years.	Mandatory Requirement	Documentary details indicating qualification, experience, membership , Post held in firm

[J] SELECTION MATRIX

The short listing of the Cost Auditing firm shall be based on the following technical evaluation for QCBS:

Sl. No.	Particulars	Allocation of Marks	Maximum Marks	Supporting Documents
1)	**Firm's Experience**		20	Registration Certificate of the firm issued by the Institute of Cost and Management Accountants of India. Information related to year of establishment of Head office(s) & branch offices, addresses , details of partners and membership nos.etc.as indicated in the certificate.
	5 Years –7 years	*10*		
	> 7 Years –10 years	*15*		
	> 10 Years (from the year of establishment of the Propriety firm/limited liability Partnership firm)	*20*		
2)	**Experience of handling Cost Audit Central/State Govt./PSU or large private organization during last five (5) years under manufacturing sector having turnover of 250 crs in FY**	*5 each*	20	Copy of Board resolution for appointment/Copy of Engagement Letter issued by the company.
	5 marks for each organization subject to maximum of 20(with in a period of preceding 5 years)			
3)	**No. of ICAI-CMA**	*2 each*	10	Copies of Qualification Certificates issued by ICAI-CMA / and copies of letter of engagement as employee.
4)	**Number of Full Time staff on the roll of Establishment**		10	Copy of details filed with any recognized Institute or Copies of their Letter of engagement as employee
	5- 10 Staff	*5*		
	>10-20 Staff	*10*		
5)	**Average Turnover of the firm for the last 3 years**		20	Annual audited financial statement
	30 Lakh but ≤ 50Lakhs	*10*		
	≥ 50 Lakhs but ≤ 1 crore	*15*		
	≥ 2 crore and above	*20*		
6)	**Turnover of clients handled by the Firm/Partners Firmin cost audit** (Maximum of 20 Marks)		20	Copies of relevant pages of audited financial for all the clients to be enclosed. The service bill & realization of such bill / work order copy & job Completion certificate to be enclosed
	100Cr. but ≤ 500 Cr. per client per year	*2*		
	≥ 500Cr but ≤ 1000Cr. per client per year	*4*		
	>1000Cr. per client per year	*6*		
	Total Marks of Technical Evaluation		100	

DO
JT.GM/Fin

[K] BREACH OF CONTRACT &PENALTIES:-

1. The performance of the firm will be monitored by a Nominated Officer of AVNL and performance lower than the requisite performance as desired in terms and conditions of contract will be amounting to penalties and subsequently termination of contract after repeated failures.

2. The buyer reserves the right to levy penalties on the firm for violation of service contract as tabulated below:-

S. No	Particulars	Penal Financial Implications
1	Non Deployment of Qualified Personnel as per the conditions of contract and non adherence to the time schedule of the deliverables.	Up to 15 days, @0.1% per day of the total value and beyond 15 days cancellation of the contract with forfeiture of PSD.
2	Discontinuity of Work/ Absence of Qualified Professionals for more than 2 working days or without taking prior approval	Substitute within 2 days failing which @0.1% per day of the total value (excluding GST, etc) of the absent resources up to 15 days. Beyond 15 days, cancellation of the contract with forfeiture of PSD.
3	If cumulative penalties reach 3 % of the contract value.	Termination of Contract.

[L] SETTLEMENT OF DISPUTES, APPLICABLE LAWS & ARBITRATION:

1. It is incumbent upon the bidder to avoid litigation and disputes during the tenure of the contract. However, if such disputes take place between the parties, efforts shall be made to settle at the level of CMD, AVNL through mutual discussion ;

2. The Bidder shall make request in writing to the CMD, AVNL, for settlement of any dispute within 30 (thirty) days of arising of the cause of dispute failing which no disputes/claims shall be entertained by AVNL ;

3. All questions, disputes or differences arising out of or in connection with the contract, if concluded shall be subject to the exclusive jurisdiction of the Court within the local limits whose jurisdiction the place from which the acceptance of Tender/Bid is issued, is situated. This contract shall be governed by and subject to and interpreted and construed in accordance with the Laws of Republic of India, as may be in force from time to time;

4. Any dispute or difference whatsoever arising between the parties out of relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by bilateral discussions.

5. Any dispute or difference whatsoever arising between the parties out of relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof, which cannot be settled amicably within sixty (60) days or such longer period as such longer period as may be mutually agreed upon, from the date on which either party informs the other in writing by a notice that such dispute, disagreement or question exists, shall be settled by Arbitration.

6. The Arbitration Proceedings shall be conducted in India under the Indian Arbitration and Conciliation Act, 1996 (amended time to time) and the award of such Arbitration shall be enforceable in Indian Court only. The Law applicable to arbitration shall be Indian Law.

7. The decision of the CMD, AVNL or an Arbitrator appointed by CMD, AVNL will be final and binding on the parties. The jurisdiction of arbitration will be Chennai.

8. In the event of clash of terms and conditions of GEM and AVNL, conditions set by AVNL will prevail.