



GOVERNMENT OF TELANGANA
O/o the Commissioner, Rural Development, Hyderabad

Tender Notice No.394/EGS/Fin/SA/TG/2026, Dt. 14 /05/2026

Invitation of Tender for the selection of Chartered Accountant Firm for to conduct Statutory/Financial Audit for the Financial Year 2025-26 in all the Mandals of (32) Districts, District Head Quarters and State Head Quarters, where the MGNREGS-TG is implemented through e-procurement website - <https://tender.telangana.gov.in>.

O/o the Commissioner,
Panchayat Raj & Rural Development Department
6-3-607, Anand Nagar Colony,
Khairatabad, Hyderabad – 500004
Telangana, India.

Government of Telangana
Department of Rural Development
O/o the Commissioner, Rural Development, Hyderabad.

Tender Document No.394/EGS/Fin/SA/TG/2026, Dt. ___/05/2026

TENDER NOTIFICATION

Sub: Tenders for the selection of Chartered Accountant Firm to conduct Statutory/Financial Audit of MGNREGS-Telangana for the Financial Year 2025-26 for three packages as given in the ToR – called for – Regarding.

Mahatma Gandhi National Rural Employment Guarantee Scheme, Telangana (herein after MGNREGS-TG), Dept., of Rural Development, Govt. of Telangana promoted under the National Employment Guarantee Act, 2005, invites application for three packages from the qualified firms of the Chartered Accountants for the conduct of Statutory/Financial Audit for the Financial Year 2025-26 in the Mandals of (32) Districts, District Head Quarters and State Head Quarters office where the MGNREGS-TG is implemented.

Tender should be submitted for each package separately.

The detailed **Terms of Reference (ToR)** is enclosed as **ANNEXURE – I**

SCHEDULE

Sl.No	Schedule Date / Time		
1	Starting Date for online bid application	18.05.2026	11.00 am
2	Pre-bid meeting	21.05.2026	12.00 pm
3	Bid submission closing time	01.06.2026	5.00 pm
4	Time and date of opening of Technical Bids	02.06.2026	11.30 am
5	Time and date of opening of Financial Bids	03.06.2026	11.30 am

1. **Commissioner PR & RD reserves the right to cancel / reject the bid without assigning any reasons.**
2. In case of any clarification, please contact the AO/FM EGS, Mobile No.9885045565, Finance & Accounts Manager Mobile No.7095559955, CO,EGS - Mobile No.9502734474, O/o Commissioner, RD, MGNREGS- TG, Hyderabad.

Yours faithfully

Sd/-

Commissioner, PR & RD, Telangana

Statutory audit for MGNREGS-TG
Terms of Reference

I) INTRODUCTION

1. MGNREGS –TG formed under National Rural Employment Guarantee Act, 2005 in rural areas by providing at least 100 days of guaranteed wages employment in a financial year to every household whose adult members volunteer to do unskilled manual work. The work guarantee also can serve other objectives, namely generating productive assets, protecting the environment, empowering rural women and fostering social equity among others. Effective implementation of the employment generation scheme under the act, has the potential to transform the rural poverty scenario.
2. **State Level:** The Commissioner, Rural Development (CRD) is the State Programme Coordinator (SPC). He / She is assisted by MGNREGS unit consisting of Programme unit and Finance wing with supporting staff.
3. **District Level:** The District Collector is the District Programme Coordinator (DPC) for implementation of the scheme in the District. There shall be a MGNREGS unit established in the office of the Additional Programme Coordinator / DRDO, DRDA to assist the DPC.
4. **Mandal Level:** The Mandal Parishad is the Principal Authority for planning and implementation of the Scheme at the Mandal level. The Programme Officer / MPDO is primarily responsible for watching the demand in the works and ensure effective implementation of the scheme in accordance with the provisions of the Act and guidelines issued by the Government from time to time.
5. **Grama Panchayath level:** The Gram Panchayath is responsible for the identification of works in its area as per the recommendation of the Gram Sabha for executing and supervision.

II) COVERAGE :

1. The Scheme is being implemented in 32 District Rural Development Agencies, 570 Mandal / Mandal Computer Centers (MCCs) inclusive of Medchal, 106 Departmental Computer Centers (DCCs) (including 3 ITDAs) of the following 32 Districts. Each one will be treated as one unit.

S.No.	District Name	DRDA	MCC	DCC	Total units
1	Adilabad	1	20	6	27
2	Mancherial	1	16	5	22
3	Nirmal	1	18	4	23
4	Asifabad (Komaram Bheem)	1	15	4	20
5	Karimnagar	1	15	2	18
6	Jagityal	1	20	2	23
7	Peddapalli	1	13	2	16
8	Rajanna Siricilla	1	12	2	15
9	Khammam	1	20	4	25
10	Bhadradri Kothagudem	1	22	10	33
11	Mahabubnagar	1	16	2	19
12	Gadwal (Jogulamba)	1	13	2	16
13	Nagar Kurnool	1	20	3	24
14	Wanaparthy	1	15	2	18
15	Medak	1	21	2	24
16	Siddipet	1	26	4	31
17	Sangareddy	1	25	3	29
18	Nalgonda	1	33	5	39
19	Yadadri Bhongir	1	17	2	20
20	Suryapet	1	23	3	27
21	Nizamabad	1	31	4	36
22	Kamareddy	1	25	4	30
23	Rangareddy (Shamshabad)	1	21	4	26
24	Medchal (Malkajgiri)	1	5	1	7
25	Vikarabad	1	20	3	24
26	Hanmakonda	1	12	2	15
27	Warangal (U)	1	11	2	14
28	Bhoopalapally (Jayashanker)	1	12	3	16
29	Jangoan	1	12	2	15
30	Mahabubabad	1	18	3	22
31	Mulugu	1	10	7	18
32	Narayanapeta	1	13	2	16
	Total	32	570	106	708

The scheme is being implemented in convergence with departments like Engineering dept. of Panchayat Raj, Tribal welfare, Forest, Horticulture, Women Development and Child Welfare, Education and Society for Elimination of Rural Poverty (SERP) departments. These departments are being represented as Departmental Computer Centers (DCCs) at divisional level in the Districts.

III) **SCOPE OF AUDIT:**

1. The purpose of ToR is to conduct Statutory / Accounts Audit of the Accounts of MGNREG Scheme comprising all transactions in accordance with NREG Act, Rules and guidelines issued both by Govt. of India and Govt. of Telangana for the Financial Year 2025-26.
2. Audit is to be conducted in accordance with Indian Accounting Standards issued by the ICAI / Internal standards of Auditing (ISA) and will include such tests and controls as the auditor considers necessary under the circumstances. The audit would be carried as per operational guidelines.
3. The scope of audit is broadly defined as follows:
 1. Verification of vouchers with reference to supporting documents and as per norms.
 2. Scrutiny of all fund transfer orders (FTOs) shall be verified with relevant sanction orders, vouchers, bills including salary bills approved by the competent authority.
 3. Checking of transactions in accordance with Govt., of India, State Govt., norms and scheme guidelines.
 4. Verification of books of accounts, registers with ref to relevant documents.
 5. Recurring and non recurring expenditure as per norms.
 6. Physical verification of fixed assets, stores etc.,
 7. Compliance report prescribed on terms and conditions for utilisation of funds from time to time.
 8. Bank Reconciliation.
 9. Verification of Outstanding advances and settlement of advances.
 10. Verification of Receipts & Payments pertaining to the scheme at various levels.
 11. Detailed information if any about the defects traced out.
 12. Consolidated scheme financial audit reports at all levels.

IV) **DELIVERABLES:**

AUDIT REPORTS FOR 2025-26

1. The Audit reports for the financial year 2025-26 on the Finance and Accounts performance along with the reports of all the units with observations should be submitted to the Commissioner, RD under copy to concerned District Collector DRDO, DCC heads and MPDOs within 2 months from the date of entrustment of work / issue of letter of audit as follows.

STATE LEVEL: (4) Sets of consolidated audit reports comprising of all units including State Head Quarters.

DISTRICT & DCC LEVEL: (2) sets of consolidated audit reports comprising of all the units and district head quarters.

MCC/ MANDAL LEVEL: (2) sets of audit reports

2. STATE AUDIT REPORTS:

3. The State audit and consolidation of units and preparation of UC shall be completed by First fortnight of September, 2026.
4. The Auditor along with the audit reports, shall provide to the management, "A Management Letter" highlighting the findings during audit which will inter-alia include:
 - a. Comments and observations on the financial management records, systems and controls that were examined during the course of review.
 - b. Adequacy and effectiveness of accounting, financial and operational controls.
 - c. Deficiencies and areas of weakness in systems and controls and recommendations of their improvements.
 - d. Compliance with established policies, plans and procedures.
 - e. Reliability of accounting systems, data and financial reports.
 - f. Verification of assets and liabilities etc.,
 - g. Integrity, controls, security and effectiveness of the operation of computerised systems.
 - h. Matters that have come to attention during the audit might have a significant impact on the implementation of the project and
 - i. Any other matter that the Auditor considers pertinent to note.

V) Eligibility Criteria:

The following are the technical qualifications required.

1. The firm shall have its Registration and Head Quarters/Branches at Hyderabad. Documentary proof of address has to be enclosed.
2. The Chartered Accountant firms who were entrusted with MGNREGS-TG audit continuously for two or more years are not eligible to apply for the current audit tender process.
3. The Firm should have minimum turnover of Rs.100.00 lakhs (Rupees One crore only) per year during the past 3 years i.e., Rs.100.00 lakhs each year and it should be as per the IT returns filed by the consultant firm.
4. The Chartered Accountant Firm should have been enrolled with C&AG and also registered in ICAI for the last 5 years continuously.
5. The firm should have permanent establishment or Branch office in Telangana State to participate in tender process.

6. The firm should have the experience in conducting Audit of Government / Semi Government organisation in the past 3 years (at least one in an year excluding banks). The details / documents of evidence have to be enclosed.
7. The Firm should have a minimum standing experience of 5 years.
8. Should not have been cautioned or apprehended by ICAI in the past 5 years.
9. The Firm should have at least 3 full time FCA/FCA Partner in Firm. Should have 4 CA Inter & 8 Post Graduates in Commerce / MBA (Finance), for each package. (The list of CA Inter, PG in commerce / MBA (Finance) may be enclosed). One of the FCA Partners / FCA should be available at all time for monitoring and supervision including reporting to State Office. (The list of names of the FCA / FCA Partners have to be enclosed.)
10. The Firm shall have to submit Income Tax Returns for last 3 years viz., 2022-23, 2023-24 and 2024-25.
11. GST Returns for last 3 years viz., 2022-23, 2023-24 and 2024-25 to be submitted.
12. Profit & loss accounts and balance sheet for last 3 years viz., 2022-23, 2023-24 and 2024-25 to be submitted.
13. Annexure II, III and IV duly filled in with supported documents.
14. Firms fulfilling the above conditions are considered for technical bid evaluation.
15. Participating bidders will have to pay a **tender application fee (non refundable) of Rs.5000/- per each package** in the form of a DD drawn in favour of NREGS T TDS Receipt A/c from 18.05.2026 to 01.06.2026.
16. **EMD of an amount of Rs.1,00,000/- per each package** drawn in the form of DD in favour of NREGS T TDS Receipt A/c (refundable) from 18.05.2026 to 01.06.2026.
17. All the documents should be submitted online only and the same hard copy has to be submitted by 01.06.2026.
18. Bids received without application fee and EMD will be rejected.
19. **The tenders quoting less than minimum audit fee prescribed will be declared as invalid tenders.**

VI) FINANCIAL BID

1. If any, decimal amount quoted will be viewed as invalid.
2. To be submitted in financial bid form in Annexure V
3. The bidders have to quote the audit for 2025-26 for the three packages separately.
4. The Firms have to quote the rates for each package separately.
5. The details of the packages are given below:

Contd. P.No.6

VII) Contract value of the bid:

The audit fee including all taxes prescribed is as follows.

Pack-age No.	District Name	DRDA @ Rs.10000 each	DCC @ Rs.10000 each	MCC @ Rs.3000 each	Grand Total (units)	Total Minimum audit fee	GST@ 18%	Grand Total of audit fee
I	Adilabad	1	6	20	27	130000	23400	153400
	Mancherial	1	5	16	22	108000	19440	127440
	Nirmal	1	4	18	23	104000	18720	122720
	Asifabad (KomaramBheem)	1	4	15	20	95000	17100	112100
	Karimnagar	1	2	15	18	105000	18900	123900
	Jagityal	1	2	20	23	80000	14400	94400
	Peddapalli	1	2	13	16	59000	10620	69620
	Rajanna (Siricilla)	1	2	12	15	56000	10080	66080
	Khammam	1	4	20	25	110000	19800	129800
	Bhadradi Kothagudem	1	10	22	33	176000	31680	207680
	Total	10	41	171	222	1023000	184140	1207140
II	Mahabubnagar	1	2	16	19	78000	14040	92040
	Gadwal (Jogulamba)	1	2	13	16	69000	12420	81420
	Nagar Kurnool	1	3	20	24	100000	18000	118000
	Wanaparthy	1	2	15	18	75000	13500	88500
	Narayanapeta	1	2	13	16	69000	12420	81420
	Medak	1	2	21	24	93000	16740	109740
	Siddipet	1	4	26	31	128000	23040	151040
	Sangareddy	1	3	25	29	115000	20700	135700
	Nalgonda	1	5	33	39	159000	28620	187620
	Yadadri Bhongir	1	2	17	20	81000	14580	95580
	Suryapet	1	3	23	27	109000	19620	128620
Total	11	30	222	263	1076000	193680	1269680	
III	Nizamabad	1	4	31	36	143000	25740	168740
	Kamareddy	1	4	25	30	125000	22500	147500
	Rangareddy (Shamshabad)	1	4	21	26	113000	20340	133340
	Medchal (Malkajgiri)	1	1	5	7	35000	6300	41300
	Vikarabad	1	3	20	24	100000	18000	118000
	Hanmakonda	1	2	12	15	66000	11880	77880
	Warangal	1	2	11	14	63000	11340	74340
	Bhoopalapally (Jayashanker)	1	3	12	16	76000	13680	89680
	Jangoan	1	2	12	15	66000	11880	77880
	Mahabubabad	1	3	18	22	94000	16920	110920
	Mulugu	1	7	10	18	110000	19800	129800
Total	11	35	177	223	991000	178380	1169380	
Grand Total	32	106	570	708	3090000	556200	3646200	

- **There are three packages. The tenders quoting less than minimum audit fee prescribed will be declared as invalid tenders.**
- One Firm will be allotted to only one package not multiple packages. If the firm stands L1 for more than one package, the bidder has to choose one package only. Under no circumstances more than one package will be allotted to a firm.
- 6. The rates quoted shall be inclusive of all taxes.
- 7. While quoting the rate, the tenderer shall write the amount in figures as well as in words without any corrections or over writing, in case of discrepancy the rate quoted in words only will be taken into consideration.
- 8. The bids of those Firms which are technically qualified are only considered for financial bid evaluation.
- 9. **STATE AUDIT:** HQrs office may be allotted to the Package-II of the highest amount package to the bidder. The State level (HOD) Financial / Statutory Audit for the year 2025-26 with the contract value fixed at Rs.85,000/- per year including all Taxes.

Procedure for filing tenders

1. The tender application along with Annexures II,III,IV duly filled in shall be kept in a separate cover with title **Technical Bid** (sealed)
2. The tender application along with Annexure V duly entering the bid amount shall be kept in a separate cover with title **Financial Bid** (sealed)
3. The above two covers namely Technical bid and Financial bid have to be kept in one big cover (sealed) have to be submitted to CRD through the tender Drop Box and to be submitted in time.

VIII) GENERAL CONDITIONS:

1. **Period of Appointment:** The period of assignment of CAs will be not more than 2 years. The assignment for the second year will be renewed only upon the satisfactory performance in the first year.
2. The contract is initially for a period of one year to take up audit of the financial year 2025-26.
3. The successful bidder will have to enter into an agreement within one week from the date of award of contract on a non-judicial stamp worth Rs.100/- Failing which the EMD will be forfeited besides black listing the Firm and the contract will be awarded to next lowest tenderer.
4. If any tenderer withdraws tender before the bid validity period, EMD will be forfeited.
5. No interest will be paid on EMD amount.
6. The award of contract is at the sole discretion of the Commissioner, Rural Development and no complaints shall be entertained in this regard.
7. The EMD amount, without interest will be paid after six months from the date of expiry of agreement subject to fulfilling all other conditions.
8. The successful bidder will have to adhere to the terms and conditions of contract and breach of contract will result in forfeiture of EMD apart from penal action.
9. The audit team should consist of minimum of 4 professionals CA Inter / M.Com. It is mandatory for each team to visit each mandal.

10. The Audit team of minimum of 2 persons one CA inter with 3 years experience and one with MBA (Finance) / M.Com with 3 years Audit experience shall be visiting each district, DCCs.
11. CONSULTANT has to employ personnel at District level for continuous monitoring of accounting work at Mandals, DCCs. These personnel should visit all MCC, Mandals, DCCs on regular basis make an overall review and updating of accounting records be available to Mandal Computer centres in case of any clarifications and ensure completion of periodical reports at regular intervals.
12. The firm shall furnish names of the persons and qualifications who will visit MCC/Mandals, Districts, DCCs in advance at least by one week to the Finance Managers of DRDA office and the Finance Manager shall organise their inspection to the Mandal such a way that both Statutory Auditors and Finance Manager are present at same time in MCCs/Mandals/DCC and rectification will be done to a maximum extent.
13. Provide infrastructure such as computers, stationary, computer peripherals to the professionals positioned at the Districts along with Telephone and Internet facility to the personnel positioned in the District.
14. Provide transportation / TA to professionals positioned in the District and other costs for carrying out visits.
15. Provide copy of the Training material to the District and State authorities.
16. Office space and furniture will be provided at the District level by PD (DRDO/DRDA)
17. Penalty will be imposed in case of successful bidder fails to deliver the deliverables as per the time frame, with a penalty of Rs.10000/- up to 15 days and Rs.20000/- for 15 days to 1 month, if delay is more than one month, Rs.100000/- should be paid for each further month.
18. Action will be taken against the firm, if any mismanagement or engaging disqualified persons for audit purposes or deviation from ToR is noticed at any point of time during the course of agreement period besides recovery of damages and forfeiture of EMD.
19. The Commissioner, RD, TG will not accept the tenders from blacklisted companies.
20. Format for submission of Technical Bid is given in Annexure II & III and they should be covered all clauses mentioned in eligibility criteria under para 9.
21. The Commissioner, RD may reject any tender which is conditional or incomplete or which contains any alterations from the forms supplied or other defects or irregularities of any kind.
22. The Commissioner, RD shall not be responsible or be liable in any manner for any risks, costs or expenses incurred in connection with the tender and that this TOR in no way obligates the Commissioner, RD to enter into a business agreement. The Commissioner, Rural Development shall not be liable or financially responsible for any obligations incurred unless a contract is executed between both the parties.
23. The Commissioner, RD Hyderabad reserves the right to cancel the tender at any time without assigning any reason.
24. Disputes arising out of contract shall be sorted out by mutual consultation. If necessary, an appeal can be made to Principle Secretary to RD.
25. Notwithstanding anything contained herein above, if any dispute / claim arises suits shall be limited to TG Hyderabad.

IX) TERMS OF PAYMENT:

1. 100% of the contract value for each package will be paid within 45 days after submission of audit reports of the districts duly signed by the District Collector / DPC, as per the Admin cost funds of MGNREGS availability.
2. **State Audit Reports:** 100% of the contract value will be paid within 45 days after submission of final consolidated report for 2025-26. If the audit reports are not submitted within (45) days from the date of entrustment of letter of audit to be conducted issued by the CRD,TG,Hyderabad 10% of the actual audit fees will be deducted as penalty in the matter from the concerned auditor.

Commissioner, PR&RD
Telangana.

Annexure II

Package No.1

Details of Package – I (inclusive of all taxes)

Pack- age No.	District Name	DRDA @ Rs.10000 each	DCC @ Rs.10000 each	MCC @ Rs.3000 each	Grand Total (units)	Total Minimum audit fee	GST@ 18%	Grand Total of audit fee
I	Adilabad	1	6	20	27	130000	23400	153400
	Mancherial	1	5	16	22	108000	19440	127440
	Nirmal	1	4	18	23	104000	18720	122720
	Asifabad (KomaramBheem)	1	4	15	20	95000	17100	112100
	Karimnagar	1	2	15	18	105000	18900	123900
	Jagityal	1	2	20	23	80000	14400	94400
	Peddapalli	1	2	13	16	59000	10620	69620
	Rajanna (Siricilla)	1	2	12	15	56000	10080	66080
	Khammam	1	4	20	25	110000	19800	129800
	Bhadradri Kothagudem	1	10	22	33	176000	31680	207680
Total	10	41	171	222	1023000	184140	1207140	

(To be submitted along with supporting Documents for package - I)

PROFILE OF THE FIRM

1 .Name of the firm with full address :

(In Capital Letters)

Contact details of the Head of the Organization :

Tele Phone No: Fax No: E-mail :

2. ICAI registration No. of the Firm (Mandatory) enrollment
for the last 3 years

S.No.	Year	ICAI Registration No.	Proceeding Number
1.	2022-23		
2.	2023-24		
3.	2024-25		

- Documentary evidence has to be enclosed separately

2 (a). The Firm should not have been cautioned / :
apprehended for the last 5 years

- Certification has to be enclosed

3. The C& AG empanelment Registration Number
Enrollment for the last 3 years (renewal) (Mandatory)

S.No.	Year	C&AG Empanelment Registration No.	Renewal No.
1.	2022-23		
2.	2023-24		
3.	2024-25		

- Documentary evidence has to be enclosed separately.

4. GST Registration number and Service tax / GST return
for three years

S.No.	Year	GST Regn. No.	GST returns (amount paid)
1.	2022-23		
2.	2023-24		
3.	2024-25		

- Documentary evidence has to be enclosed separately.

5. Turnover for last 3 years (Income Tax Returns for each
year i.e., 2022-23, 2023-24 & 2024-25)

S.No.	Year	Turnover as per IT Statement
1.	2022-23	
2.	2023-24	
3.	2024-25	

- Rs.100.00 lakhs per each year is mandatory.

6. Profit and Loss Accountants & Balance sheet of the :
firms for the last 3 years

- (Documentary evidence is mandatory)

7. Present Status: Sole Proprietorship / Partnership :
(It should be minimum of 2 full time FCAs/FCA partners)

Details of Full time Partners of the Firm

S.No.	Name of the 2 Full time Partner(s)	Member ship No.	Date of joining the Firm as Partner	Date of Joining the Firm other than as partner	Specialization

8. Firm total experience :

9. Details of Part – time partners of the Firm

S.No.	Name of the Partner(s)	Membership No.	Date of Joining the Firm as Partner	Date of Joining the Firm other than as partner	Details of Other Employment(s)/ Firm(S) Associated With	Specialization

10. Details of Chartered Accountant Employees.

CAs – 3, CA Inter – 4, 8 Post Graduates in commerce/MBA Finance.

S. No	Name	Member ship No.	Date of Joining the Firm As Employee	Whether Employed Full-Time/ Part Time	Qualification	Specialization	Mobile No.
1.							
2							
3							
4							
5							
6							
7							
8							
9							
10							

11							
12							
13							
14							
15							

11. No. of Audit Staff employed Full time with the Firm :
 (1) Articles/ Audit Clerks – No of persons :
 (2) Other Audit Staff - No of persons :
 (3) Other Professional Staff such as Lawyers, :
 Values, ICWA, Engineers etc (mention distinctly)
 (No of persons)
12. Particulars permanent establishment or Branches

S.No.	Station at which Located with registration no. in TG	Date of Opening of the Branch	Name of the Partner In-Charge of the Branch	Complete Address with Pin Code & Tele Phone No

13. Experience in conducting Audit of Government organization/ Institutions (excluding banks) in the past 3 years (mandatory)

S.No	Name of the client	Nature/Brief Description of the Assignment	Year	Assignment Handled by (Name of the Partner)	Is the Partner Continuing with the Firm

- Documentary evidence has to be enclosed separately

Signature of Authorized Representative :

Firm's Name :

ANNEXURE – III

DECLARATION FORM

(To be enclosed with the tender)

I / We do hereby declare that I / We shall keep my / our offer open during validity period of contract in the event of my / our offer being accepted. I / We shall abide by the terms and conditions of the contract and any other condition as per the agreement to be entered by us. It is hereby declared that the information furnished is true to the best of my / our knowledge.

I / We hereby unconditionally give an undertaking that I / We have gone through the tender schedule conditions. In the event of any of the information furnished by me / us in this tender is found to be fabricated / false at the time of tender or at later date, I / We may be disqualified.

In the event of such disqualification, I / We shall cease to be eligible to the contract and our Earnest Money Deposit / Security Deposit shall be forfeited and I / we shall be blacklisted and debarred from participating in any future tenders of the Institute.

Signature of the Tenderer (s)

Place:

Date:

(In case of registered partnership firm, the tender documents have to be signed by the Managing partner).

**GOVERNMENT OF TELANGANA
OFFICE OF THE COMMISSIONER RURAL DEVELOPMENT DEPARTMENT
TG HYDERABAD**

CHECK LIST

FOR APPOINTMENT OF STATUTORY AUDITORS OF MGNREGS, TG FY 2025-26

1. Name of the Chartered Accountant Firm	
2. Complete Address of the Firm with Telephone/Mobile Number and E-mail address	

3. EMD Particulars: D.D.No.	Date:
Amount Rs.	Name of the Bank:

The Tenderer should mention YES or NO for the following points in the space provided.

	<u>Eligibility criteria: (copies to be enclosed)</u>	
4.	<p>a. Whether enclosed processing fee of Rs.5000/- (non refundable)</p> <p>b. Whether the Firm was entrusted with TS MGNREGS audit continuously for two or more years</p> <p>c. Whether the Chartered Accountant Firm is enrolled with C&AG and also registered in ICAI for the last 3 years continuously</p> <p>d. The Chartered Accountant Firm/tenderer should never have been cautioned or apprehended by ICAI in the past 5 years.</p> <p>e. Whether the CA Firm / tenderer is having at least 5 years of minimum standing experience.</p> <p>f. Whether the CA Firm / tenderer is having at least 3 full time FCA / FCA Partner in Firm. Should have 4 CA Inter & 8 Post Graduates in Commerce / MBA (Finance), for each package. One of the FCA Partners / FCA should be available at all time for monitoring and supervision including reporting to State office.</p> <p>g. Whether the CA Firm / tenderer is having permanent establishment or Branch office in Telangana State to participate in tender process.</p> <p>h. Whether the CA Firm / tenderer is having experience in conducting Audit of Government / Semi Government Organization in the past 3 years.</p> <p>i. Whether the CA Firm / tenderer is having annual turnover of Rs.100.00 lakhs (Rupees One crore only) per year during the past 3 years and whether it is certified by the Income Tax Department as per the IT Returns filed by the consultant Firm.</p> <p>j. Whether the CA Firm / Tenderer enclosed Income Tax Returns for the last 3 years</p> <p>k. Whether the CA Firm / Tenderer enclosed GST Returns for the last 3 years</p> <p>l. Whether the CA Firm / Tenderer enclosed Profit & loss accounts and balance sheet for the last 3 years.</p>	YES/NO

SIGNATURE OF THE TENDERER WITH SEAL

(To be submitted)

FINANCIAL BID

- (Rate quoted shall be inclusive of all taxes)

Amount in Rs.

S.No.	Package No.	No of units	Minimum audit fee offered	Rate quoted in figures inclusive of taxes	Rate quoted in words inclusive of taxes
1.	I	222	1207140		

- (Rates quoted without taxes will be treated as invalid quote)
- **The tenders quoting less than minimum audit fee prescribed will be declared as invalid tenders.**

Signature of the Bidder:

Name of the Bidder:

Annexure II

Package No.2

Details of Package – II (inclusive of all taxes)

Pack- age No.	District Name	DRDA @ Rs.10000 each	DCC @ Rs.10000 each	MCC @ Rs.3000 each	Grand Total (units)	Total Minimum audit fee	<u>GST@18%</u>	Grand Total of audit fee
II	Mahabubnagar	1	2	16	19	78000	14040	92040
	Gadwal (Jogulamba)	1	2	13	16	69000	12420	81420
	Nagar Kurnool	1	3	20	24	100000	18000	118000
	Wanaparthy	1	2	15	18	75000	13500	88500
	Narayanapeta	1	2	13	16	69000	12420	81420
	Medak	1	2	21	24	93000	16740	109740
	Siddipet	1	4	26	31	128000	23040	151040
	Sangareddy	1	3	25	29	115000	20700	135700
	Nalgonda	1	5	33	39	159000	28620	187620
	Yadadri Bhongir	1	2	17	20	81000	14580	95580
	Suryapet	1	3	23	27	109000	19620	128620
	Total		11	30	222	263	1076000	193680

(To be submitted along with supporting Documents for package - II)

PROFILE OF THE FIRM

1 .Name of the firm with full address :

(In Capital Letters)

Contact details of the Head of the Organization :

Tele Phone No: Fax No: E-mail :

2. ICAI registration No. of the Firm (Mandatory) enrollment

for the last 3 years

S.No.	Year	ICAI Registration No.	Proceeding Number
1.	2022-23		
2.	2023-24		
3.	2024-25		

- Documentary evidence has to be enclosed separately

2 (a). The Firm should not have been cautioned / :
apprehended for the last 5 years

- Certification has to be enclosed

3. The C& AG empanelment Registration Number
Enrollment for the last 3 years (renewal) (Mandatory)

S.No.	Year	C&AG Empanelment Registration No.	Renewal No.
1.	2022-23		
2.	2023-24		
3.	2024-25		

- Documentary evidence has to be enclosed separately.

4. GST Registration number GST return
for three years

S.No.	Year	GST Regn. No.	GST returns (amount paid)
1.	2022-23		
2.	2023-24		
3.	2024-25		

- Documentary evidence has to be enclosed separately.

5. Turnover for last 3 years (Income Tax Returns for each
year i.e., 2022-23, 2023-24 & 2024-25)

S.No.	Year	Turnover as per IT Statement
1.	2022-23	
2.	2023-24	
3.	2024-25	

- Rs.100.00 lakhs per each year is mandatory.

6. Profit and Loss Accountants & Balance sheet of the :
firms for the last 3 years

- (Documentary evidence is mandatory)

7. Present Status: Sole Proprietorship / Partnership :
(It should be minimum of 2 full time FCAs/FCA partners)

Details of Full time Partners of the Firm

S.No.	Name of the 2 Full time Partner(s)	Member ship No.	Date of joining the Firm as Partner	Date of Joining the Firm other than as partner	Specialization

8. Firm total experience :

9. Details of Part – time partners of the Firm

S.No.	Name of the Partner(s)	Membership No.	Date of Joining the Firm as Partner	Date of Joining the Firm other than as partner	Details of Other Employment(s)/ Firm(S) Associated With	Specialization

11. Details of Chartered Accountant Employees.

CAs – 3, CA Inter – 4, 8 Post Graduates in commerce/MBA Finance.

S. No	Name	Member ship No.	Date of Joining the Firm As Employee	Whether Employed Full-Time/ Part Time	Qualification	Specialization	Mobile No.
1.							
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11. No. of Audit Staff employed Full time with the Firm :
 (1) Articles/ Audit Clerks – No of persons :
 (2) Other Audit Staff - No of persons :
 (3) Other Professional Staff such as Lawyers, :
 Values, ICWA, Engineers etc (mention distinctly)
 (No of persons)
12. Particulars permanent establishment or Branches

S.No.	Station at which Located with registration no. in TG	Date of Opening of the Branch	Name of the Partner In-Charge of the Branch	Complete Address with Pin Code & Tele Phone No

13. Experience in conducting Audit of Government organization/ Institutions (excluding banks) in the past 3 years (mandatory)

S.No	Name of the client	Nature/Brief Description of the Assignment	Year	Assignment Handled by (Name of the Partner)	Is the Partner Continuing with the Firm

- Documentary evidence has to be enclosed separately

Signature of Authorized Representative :

Firm's Name :

ANNEXURE – III

DECLARATION FORM

(To be enclosed with the tender)

I / We do hereby declare that I / We shall keep my / our offer open during validity period of contract in the event of my / our offer being accepted. I / We shall abide by the terms and conditions of the contract and any other condition as per the agreement to be entered by us. It is hereby declared that the information furnished is true to the best of my / our knowledge.

I / We hereby unconditionally give an undertaking that I / We have gone through the tender schedule conditions. In the event of any of the information furnished by me / us in this tender is found to be fabricated / false at the time of tender or at later date, I / We may be disqualified.

In the event of such disqualification, I / We shall cease to be eligible to the contract and our Earnest Money Deposit / Security Deposit shall be forfeited and I / we shall be blacklisted and debarred from participating in any future tenders of the Institute.

Signature of the Tenderer (s)

Place:

Date:

(In case of registered partnership firm, the tender documents have to be signed by the Managing partner).

**GOVERNMENT OF TELANGANA
OFFICE OF THE COMMISSIONER RURAL DEVELOPMENT DEPARTMENT
TG HYDERABAD**

CHECK LIST

FOR APPOINTMENT OF STATUTORY AUDITORS OF MGNREGS, TG FY 2025-26.

1. Name of the Chartered Accountant Firm	
2. Complete Address of the Firm with Telephone/Mobile Number and E-mail address	

3. EMD Particulars: D.D.No.	Date:
Amount Rs.	Name of the Bank:

The Tenderer should mention YES or NO for the following points in the space provided.

	<u>Eligibility criteria: (copies to be enclosed)</u>	
4.	<p>a. Whether enclosed processing fee of Rs.5000/- (non refundable)</p> <p>b. Whether the Firm was entrusted with TS MGNREGS audit continuously for two or more years</p> <p>c. Whether the Chartered Accountant Firm is enrolled with C&AG and also registered in ICAI for the last 3 years continuously</p> <p>d. The Chartered Accountant Firm/tenderer should never have been cautioned or apprehended by ICAI in the past 5 years.</p> <p>e. Whether the CA Firm / tenderer is having at least 5 years of minimum standing experience.</p> <p>f. Whether the CA Firm / tenderer is having at least 3 full time FCA / FCA Partner in Firm. Should have 4 CA Inter & 8 Post Graduates in Commerce / MBA (Finance), for each package. One of the FCA Partners / FCA should be available at all time for monitoring and supervision including reporting to State office.</p> <p>g. Whether the CA Firm / tenderer is having permanent establishment or Branch office in Telangana State to participate in tender process.</p> <p>h. Whether the CA Firm / tenderer is having experience in conducting Audit of Government / Semi Government Organization in the past 3 years.</p> <p>i. Whether the CA Firm / tenderer is having annual turnover of Rs.100.00 lakhs (Rupees One crore only) per year during the past 3 years and whether it is certified by the Income Tax Department as per the IT Returns filed by the consultant Firm.</p> <p>j. Whether the CA Firm / Tenderer enclosed Income Tax Returns for the last 3 years</p> <p>k. Whether the CA Firm / Tenderer enclosed GST Returns for the last 3 years</p> <p>l. Whether the CA Firm / Tenderer enclosed Profit & loss accounts and balance sheet for the last 3 years.</p>	YES/NO

SIGNATURE OF THE TENDERER WITH SEAL

(To be submitted)

FINANCIAL BID

- (Rate quoted shall be inclusive of all taxes)

Amount in Rs.

S.No.	Package No.	No of uniTS	Minimum audit fee offered	Rate quoted in figures inclusive of taxes	Rate quoted in words inclusive of taxes
1.	II	263	1269680		

- (Rates quoted without taxes will be treated as invalid quote)
- **The tenders quoting less than minimum audit fee prescribed will be declared as invalid tenders.**

Signature of the Bidder:

Name of the Bidder:

Annexure II

Package No.3

Details of Package – III (inclusive of all taxes)

Pack- age No.	District Name	DRDA @ Rs.10000 each	DCC @ Rs.10000 each	MCC @ Rs.3000 each	Grand Total (units)	Total Minimum audit fee	<u>GST@18%</u>	Grand Total of audit fee
III	Nizamabad	1	4	31	36	143000	25740	168740
	Kamareddy	1	4	25	30	125000	22500	147500
	Rangareddy (Shamshabad)	1	4	21	26	113000	20340	133340
	Medchal (Malkajgiri)	1	1	5	7	35000	6300	41300
	Vikarabad	1	3	20	24	100000	18000	118000
	Hanmakonda	1	2	12	15	66000	11880	77880
	Warangal	1	2	11	14	63000	11340	74340
	Bhoopalapally (Jayashanker)	1	3	12	16	76000	13680	89680
	Jangoan	1	2	12	15	66000	11880	77880
	Mahabubabad	1	3	18	22	94000	16920	110920
Mulugu	1	7	10	18	110000	19800	129800	

(To be submitted along with supporting Documents for package - III)

PROFILE OF THE FIRM

1 .Name of the firm with full address :

(In Capital Letters)

Contact details of the Head of the Organization :

Tele Phone No: Fax No: E-mail :

2. ICAI registration No. of the Firm (Mandatory) enrollment

for the last 3 years

S.No.	Year	ICAI Registration No.	Proceeding Number
1.	2022-23		
2.	2023-24		
3.	2024-25		

- Documentary evidence has to be enclosed separately

2 (a). The Firm should not have been cautioned / :
apprehended for the last 5 years

- Certification has to be enclosed

3. The C& AG empanelment Registration Number
Enrollment for the last 3 years (renewal) (Mandatory)

S.No.	Year	C&AG Empanelment Registration No.	Renewal No.
1.	2022-23		
2.	2023-24		
3.	2024-25		

- Documentary evidence has to be enclosed separately.

4. GST Registration number GST return
for three years

S.No.	Year	GST Regn. No.	GST returns (amount paid)
1.	2022-23		
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1.	2022-23	
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3.	2024-25	

- Rs.100.00 lakhs per each year is mandatory.

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firms for the last 3 years

- (Documentary evidence is mandatory)

7. Present Status: Sole Proprietorship / Partnership :
(It should be minimum of 2 full time FCAs/FCA partners)

Details of Full time Partners of the Firm

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CAs – 3, CA Inter – 4, 8 Post Graduates in commerce/MBA Finance.

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13							
14							
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11. No. of Audit Staff employed Full time with the Firm :
- (1) Articles/ Audit Clerks – No of persons :
- (2) Other Audit Staff - No of persons :
- (3) Other Professional Staff such as Lawyers, Values, ICWA, Engineers etc (mention distinctly) :
- (No of persons)
12. Particulars permanent establishment or Branches

S.No.	Station at which Located with registration no. in TG	Date of Opening of the Branch	Name of the Partner In-Charge of the Branch	Complete Address with Pin Code & Tele Phone No

13. Experience in conducting Audit of Government organization/ Institutions (excluding banks) in the past 3 years (mandatory)

S.No	Name of the client	Nature/Brief Description of the Assignment	Year	Assignment Handled by (Name of the Partner)	Is the Partner Continuing with the Firm

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Signature of Authorized Representative :

Firm's Name :

ANNEXURE – III

DECLARATION FORM

(To be enclosed with the tender)

I / We do hereby declare that I / We shall keep my / our offer open during validity period of contract in the event of my / our offer being accepted. I / We shall abide by the terms and conditions of the contract and any other condition as per the agreement to be entered by us. It is hereby declared that the information furnished is true to the best of my / our knowledge.

I / We hereby unconditionally give an undertaking that I / We have gone through the tender schedule conditions. In the event of any of the information furnished by me / us in this tender is found to be fabricated / false at the time of tender or at later date, I / We may be disqualified.

In the event of such disqualification, I / We shall cease to be eligible to the contract and our Earnest Money Deposit / Security Deposit shall be forfeited and I / we shall be blacklisted and debarred from participating in any future tenders of the Institute.

Signature of the Tenderer (s)

Place:

Date:

(In case of registered partnership firm, the tender documents have to be signed by the Managing partner).

**GOVERNMENT OF TELANGANA
OFFICE OF THE COMMISSIONER RURAL DEVELOPMENT DEPARTMENT
TG HYDERABAD**

CHECK LIST

FOR APPOINTMENT OF STATUTORY AUDITORS OF MGNREGS, TG FY 2025-26

1. Name of the Chartered Accountant Firm	
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3. EMD Particulars: D.D.No.	Date:
Amount Rs.	Name of the Bank:

The Tenderer should mention YES or NO for the following points in the space provided.

	<u>Eligibility criteria: (copies to be enclosed)</u>	
4.	<p>a. Whether enclosed processing fee of Rs.5000/- (non refundable)</p> <p>b. Whether the Firm was entrusted with TS MGNREGS audit continuously for two or more years</p> <p>c. Whether the Chartered Accountant Firm is enrolled with C&AG and also registered in ICAI for the last 3 years continuously</p> <p>d. The Chartered Accountant Firm/tenderer should never have been cautioned or apprehended by ICAI in the past 5 years.</p> <p>e. Whether the CA Firm / tenderer is having at least 5 years of minimum standing experience.</p> <p>f. Whether the CA Firm / tenderer is having at least 3 full time FCA / FCA Partner in Firm. Should have 4 CA Inter & 8 Post Graduates in Commerce / MBA (Finance), for each package. One of the FCA Partners / FCA should be available at all time for monitoring and supervision including reporting to State office.</p> <p>g. Whether the CA Firm / tenderer is having permanent establishment or Branch office in Telangana State to participate in tender process.</p> <p>h. Whether the CA Firm / tenderer is having experience in conducting Audit of Government / Semi Government Organization in the past 3 years.</p> <p>i. Whether the CA Firm / tenderer is having annual turnover of Rs.100.00 lakhs (Rupees One crore only) per year during the past 3 years and whether it is certified by the Income Tax Department as per the IT Returns filed by the consultant Firm.</p> <p>j. Whether the CA Firm / Tenderer enclosed Income Tax Returns for the last 3 years</p> <p>k. Whether the CA Firm / Tenderer enclosed GST Returns for the last 3 years</p> <p>l. Whether the CA Firm / Tenderer enclosed Profit & loss accounts and balance sheet for the last 3 years.</p>	YES/NO

SIGNATURE OF THE TENDERER WITH SEAL

(To be submitted)

FINANCIAL BID

- (Rate quoted shall be inclusive of all taxes)

Amount in Rs.

S.No.	Package No.	No of uniTS	Minimum audit fee offered	Rate quoted in figures inclusive of taxes	Rate quoted in words inclusive of taxes
1.	III	223	1169380		

- (Rates quoted without taxes will be treated as invalid quote)
- **The tenders quoting less than minimum audit fee prescribed will be declared as invalid tenders.**

Signature of the Bidder:

Name of the Bidder: