बिड संख्या/Bid Number: GEM/2026/B/8278973

दिनांक /Dated: 16-11-2026

## बिड दस्तावेज़ / Bid Document

| बिड विवरण/Bid Details | |
|---|---|
| बिड बंद होने की तारीख/समय /Bid End Date/Time | 30-11-2026 17:00:00 |
| बिड खुलने की तारीख/समय /Bid Opening Date/Time | 01-12-2026 17:00:00 |
| बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date) | 60 (Days) |
| मंत्रालय/राज्य का नाम/Ministry/State Name | Jammu & Kashmir |
| विभाग का नाम/Department Name | Science And Technology Department Jammu And Kashmir |
| संगठन का नाम/Organisation Name | Jammu And Kashmir Energy Development Agency |
| कार्यालय का नाम/Office Name | Ceo Jakeda |
| शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal | HOD Email id :chintan.kumar@gov.in<br>Buyer Email id: jnrast1-jakeda@jk.gov.in |
| वस्तु श्रेणी /Item Category | Financial Audit Services - Review of Financial Statements, Audit report; CAG Empaneled Audit or CA Firm |
| अनुबंध अवधि /Contract Period | 4 Month(s) 1 Day(s) |
| पिछले 3 वित्तीय वर्षों का बिडर का न्यूनतम औसत वार्षिक वित्तीय टर्नओवर/Minimum Average Annual Turnover of the bidder (For the last 3 Financial Years) | 24 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 |

| बिड विवरण/Bid Details | |
|---|---|
| विक्रेता से मांगे गए दस्तावेज़/Document required from seller | Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC)<br>*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 |
| 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? | No |
| 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 | 3 |
| 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) | 600000 |
| Payment Timelines | Payments shall be made to the Seller within **45** 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 |

**ईएमडी विवरण/EMD Detail**

| | |
|---|---|
| एडवाईजरी बैंक/Advisory Bank | State Bank of India |
| ईएमडी राशि/EMD Amount | 15000 |

**ईपीबीजी विवरण /ePBG Detail**

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

(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज़ प्रस्तुत करने है। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

(c).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

**लाभार्थी /Beneficiary :**

CEO JAKEDA
CEO JAKEDA, Science and Technology Department Jammu and Kashmir, Jammu and Kashmir Energy Development Agency,
(Dr. P R Dhar)

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

**एमआईआई अनुपालन/MII Compliance**

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

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:** as per tender document

**Number of years of experience as on date of which at least XX years should be in internal/external**

**audit of companies, PSUs and centrally funded institutions.:**as per tender document

**Number of full-time partners/experienced and qualified professionals in full time employment at senior level with experience in handling similar or relevant projects:**as per tender document

**Number of partners/ qualified professionals in full time employment with DISA/CISA qualification:**as per tender document

**Number of XX fulltime CA's required and YY professional audit staff:**as per tender document

**This Bid is based on Quality & Cost Based Selection (QCBS) . The parameter wise qualification requirement is as under:-**

| Parameter Name | Max Marks | Cutoff Marks | Qualification Methodology Document |
|---|---|---|---|
| as per tender document | 100 | 50 | View File |

**Buyer Defined Total Qualifying Marks for Technical Qualification:** 50

**QCBS Weightage(Technical:Financial):**70:30

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

**तकनीकी विशिष्टियाँ /Technical Specifications**

| विवरण/ Specification | मूल्य/ Values |
|---|---|
| **कोर / Core** | |
| Scope of Work | Review of Financial Statements , Audit report |
| Type of Financial Audit Partner | CAG Empaneled Audit or CA Firm |
| Type of Financial Audit | Statutory Audit |
| Category of Work under Financial Audit | Audit of financial statements , Reliability of financial reporting , Internal control of financial |
| Type of Industries/Functions | Government agency |
| Frequency of Progress Report | as per the timeline given in the tender document |
| MIS Reporting for Financial Audit support | Yes |
| Frequency of MIS reporting | as per the timeline in the tender document |
| 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**

**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 | Chintan Kumar | 180015,CHANNI RAMA, NEAR BOYS KARGIL HOSTEL, JAMMU | 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. **Buyer Added Bid Specific ATC**

   Buyer uploaded ATC document Click here to view the file.

## 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 (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) 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---**

**JAMMU & KASHMIR ENERGY DEVELOPMENT AGENCY (JAKEDA)**

*(Department of Science & Technology, UT of Jammu & Kashmir)*

Phone No.: 0191-2546492 (J), 0194- (S) | E-mail: ceojakeda2@gmail.com

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# REQUEST FOR BIDS

**For**

# STATUTORY AUDIT

**of**

# ACCOUNTS AND FINANCIAL STATEMENTS OF JAKEDA

**for**

# FINANCIAL YEARS 2020-21 TO 2025-26

Mode of Bidding: Online through Government e-Marketplace (GeM) Portal

## INTRODUCTION

Jammu & Kashmir Energy Development Agency (hereinafter called "JAKEDA") invites e-bids from eligible firms of Chartered Accountants to participate in the Request for Bids for Statutory Audit / Financial Audit of Accounts of JAKEDA for Financial Years 2020-21 to 2025-26.

Bidders should submit their bid proposal along with all supporting documents, complete in all respects, on or before the end date on the GeM Portal. Technical bids will be opened after the bid end date. Bid proposals received without all the requested documents will not be considered. In the event that any date indicated above is a declared holiday, the next working day shall become operative for the respective purpose mentioned herein.

Bid documents — which include Eligibility Criteria, Technical Specifications, various conditions of contract, formats, etc. — can be downloaded from www.gem.gov.in. Any amendment(s) / corrigendum / clarifications with respect to this Bid shall be uploaded on www.gem.gov.in only. The Bidder should regularly follow up for any Amendment / Corrigendum / Clarification on the above website.

**Sd/-**

**CEO, JAKEDA**

## DISCLAIMER

Though adequate care has been taken while preparing this Bid Document, the bidder(s) shall satisfy themselves that the document is complete in all respects. JAKEDA reserves the right to modify, amend or supplement this document at any time without assigning any reason. Neither JAKEDA nor its officers shall be responsible for any loss or damage arising out of reliance on this document.

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## 1. DEFINITIONS & ABBREVIATIONS

- "Agency" / "JAKEDA" means Jammu & Kashmir Energy Development Agency.
- "Bid" means the Technical and Financial Bids submitted online on the GeM Portal.
- "Bidder" means a firm of Chartered Accountants submitting a bid.
- "QCBS" means Quality Cum Cost Based Selection.
- "GeM" means Government e-Marketplace Portal.

## 2. BID INFORMATION SHEET

| S. No. | Particulars | Details |
|---|---|---|
| 1 | **Name of Work** | Statutory Audit of Accounts of JAKEDA for Financial Years 2020-21 to 2025-26 |
| 2 | **Mode of Bidding** | Online through Government e-Marketplace (GeM) Portal |
| 3 | **Bid System** | Two Bid System (Technical Bid & Financial Bid) |
| 4 | **Selection Method** | Quality Cum Cost Based Selection (QCBS) |
| 5 | **Weightage** | Technical Score – 70% \| Financial Score – 30% |
| 6 | **Bid Validity** | 180 days from the date of opening of the Technical Bid |
| 7 | **Estimated Bid Value** | Rs. 6,00,000/- (Rs. Six lakhs Only) |
| 7 | **EMD** | Rs. 15,000/- (Rs. Fifteen Thousand Only) in favor of CEO, JAKEDA. |

## 3. ELIGIBILITY CRITERIA

1. The bidder must be a firm of Chartered Accountants registered with the Institute of Chartered Accountants of India (ICAI).
2. The firm must have been in continuous practice for a minimum period of Five (05) years.
3. The firm must have at least Three (03) qualified Chartered Accountants as full-time Partners.
4. The majority of the Partners of the firm should be stationed in the Union Territory of J&K.
5. The firm must have experience of conducting Audits of Central / State Government Departments, Autonomous Bodies, Statutory Organizations or Government Undertakings, other than Banks.
6. The firm must have a functional office within the Union Territory of Jammu & Kashmir since 2022.
7. The firm must possess a valid PAN and a valid GST Registration in the UT of Jammu & Kashmir.
8. The firm must have an average annual financial turnover of not less than Rs. 24,00,000 (Rupees Twenty Four Lakhs Only) during the financial years 2022-23, 2023-24, and 2024-25, duly authenticated by a Chartered Accountant.
9. The firm should not be blacklisted by ICAI / CAG / Government Undertaking etc.

**Failure to meet any of the above eligibility criteria shall render the bid non-responsive.**

## 4. SCOPE OF WORK

The selected firm shall conduct a comprehensive audit for FY 2020-21 to FY 2025-26, including:

**A. Financial Audit**

- Examination of Books of Accounts.
- Verification of receipts & payments.
- Verification of grants (Central / State / MNRE).
- Bank reconciliation verification.
- Fixed asset verification.
- Verification of liabilities & provisions.
- Compliance with applicable accounting standards.

**B. Audit of Pending Years**

- Reconstruction review where required.
- Review of prior period adjustments.
- Assistance in finalization of pending financial statements.

## 5. AUDIT DELIVERABLES

The Audit Firm shall submit:

1. **Audit Report** for each Financial Year.
2. **Certified Balance Sheet, Income & Expenditure Account, and Receipt & Payment Account.**
3. **Management Letter with Observations.**
4. **Year-wise Executive Summary.**

All reports shall be signed by the Partner-in-Charge.

## 6. BID SUBMISSION THROUGH GeM PORTAL

Bids shall be submitted online through the GeM Portal only. The bid shall consist of:

- **Cover-I:** Technical Bid.
- **Cover-II:** Financial Bid.

## 7. BID OPENING & EVALUATION PROCESS

1. Technical Bids shall be opened first and evaluated based on eligibility and technical scoring.
2. Only those bidders who secure the minimum qualifying technical score shall be considered for opening of Financial Bids.
3. Financial Bids of technically qualified bidders shall be opened on the GeM Portal.

## 8. TECHNICAL EVALUATION & SCORING CRITERIA

**Maximum Technical Marks: 100 Minimum Qualifying Marks: 50**

| S. No. | Particulars | Evaluation Criteria | Evidencing Document | Max. Score |
|---|---|---|---|---|
| 1 | **Number of completed years of the CA Firm's existence as on 31.03.2026** | 4 Mark for each completed year, up to 05 years; 01 Marks for each completed year beyond 05 years. (Existence will be considered from the date of joining / association of the senior-most existing Partner continuing with the Firm.) | ICAI Firm Constitution Certificate as on 31.03.2026 | **30** |
| 2 | **Turnover of the firm (Average Annual turnover in last three financial years)** | Rs 24 lakhs to Rs. 50 lakhs: 10 marks. Additional 1 mark for each additional 5 lakhs turnover beyond 50 lakhs (maximum 10 marks). | Turnover Certificate from a Chartered Accountant along with copies of Financial Statements for FY 2022-23, 2023-24 & 2024-25 | **20** |
| 3 | **Number of full-time Partners** | 3 Marks each for FCA partners with at least 5 years' association with the Firm (Maximum 12 Marks); 1.5 Marks for each additional FCA Partner / Paid Assistant (Maximum 6 Marks); 1 Mark for each ACA Partner / Paid Assistant (Maximum 2 Marks). | ICAI Firm Constitution Certificate as on 31.03.2026; AADHAR Card of Partners (as proof of residency in J&K) | **20** |
| 4 | **Firm's experience in conducting Audits of Central / State Government Departments, Autonomous Bodies, Statutory Organizations or Government Undertakings (other than Banks)** | Up to 5 Assignments = 4 marks for each assignment (maximum 20 marks); Beyond 5 assignments 2 mark for each additional assignment (Maximum 10 Marks). | Appointment Letters from Central / State Government Departments, Autonomous Bodies, Statutory Organizations or Government Undertakings since 2011. (Each Financial Year with each department / body / organization / undertaking shall be considered as 1 assignment.) | **30** |

## 9. FINANCIAL EVALUATION

Bidders have to quote their Audit Fee for all the six years collectively in the Financial Bid, inclusive of all taxes. The GeM system will then calculate the Contract Price for the complete duration of the assignment as envisaged in this Request for Bid. The Financial Score (Sf) shall be calculated as follows:

**Sf = (Lowest Quoted Price / Price Quoted by the Bidder) × 100**

## 10. QUALITY CUM COST BASED SELECTION (QCBS)

The Combined Score (S) shall be calculated as:

**S = (St × 0.70) + (Sf × 0.30) i.e., 70:30**

Where: St = Technical Score; Sf = Financial Score.

The bidder obtaining the highest Combined Score shall be declared the Successful Bidder. In case of a tie in the highest Combined Score, preference shall be given in the following sequential order:

1. Firm scoring higher marks in the presentation.
2. Firm having a higher number of assignments in the field of conducting Audits of Central / State Government Departments, Autonomous Bodies, Statutory Organizations or State Government Undertakings since 2011.
3. Firm having a higher number of years of completed existence as per the ICAI Constitution Certificate.

## 11. TIME PERIOD OF ASSIGNMENT

The assignment shall have to be completed as follows:

| S. No. | Financial Years | Completion Timeline |
|---|---|---|
| 1 | For Financial Years 2020-21 to 2024-25 | To be completed by 28-02-2027 |
| 2 | For Financial Year 2025-26 | To be completed by 31-03-2027 |

## 12. PAYMENT TERMS

- Payments shall be made on completion of the Audit and submission of invoice.
- Statutory taxes shall be deducted as applicable.
- No additional charges shall be payable beyond the quoted professional fee.

## 13. GENERAL TERMS & CONDITIONS

- JAKEDA reserves the right to accept or reject any or all bids without assigning any reason.
- Subletting or outsourcing of work shall not be permitted.
- JAKEDA reserves the right to extend the tender by another year on similar terms & conditions on satisfactory completion of the assignment.
- The bidder shall maintain confidentiality of all records and information.

## 14. APPLICABLE LAW & JURISDICTION

This Request for Bid and the subsequent contract shall be governed by the laws of India. Courts at Jammu and Srinagar shall have exclusive jurisdiction.

## 15. ANNEXURES

- Annexure-I: Technical Bid Submission Format.
- Annexure-II: Financial Bid Format.
- Annexure-III: Undertaking & Declarations.
- Annexure-IV: Checklist of Documents to be submitted.

**Sd/-**

**Chief Executive Officer, JAKEDA**

## ANNEXURE – I: TECHNICAL BID SUBMISSION FORMAT

1. Name of the Firm: _____
2. Address of Head Office in UT of J&K: _____
3. ICAI Firm Registration Number: _____
4. Date of Establishment: _____
5. PAN of the Firm: _____
6. GST Registration Number (Mandatory): _____
7. Contact Details — Partner-in-Charge: _____ | Mobile No.: _____ | Email ID: _____

**Details of Partners:**

| Name | ICAI Membership No. | FCA / ACA | Date of Association | Address |
|---|---|---|---|---|
| | | | | |
| | | | | |

**Experience with Government / PSU Clients:**

| Name of Client | Nature of Work | Period | Assignment Order / Certificate Reference |
|---|---|---|---|
| | | | |
| | | | |

**Turnover Details:**

| Financial Year | Turnover (₹) |
|---|---|
| 2022-23 | |
| 2023-24 | |
| 2024-25 | |

**Declaration:** We certify that the information furnished above is true and correct.

Authorized Signatory: _____

Name: _____

Designation: _____

Seal & Signature: _____

Date: _____

## ANNEXURE – II: FINANCIAL BID FORMAT

*(To be furnished online on the GeM Portal only. Inclusion with the Technical Bid shall lead to disqualification of the Firm.)*

**Audit Fee for 6 Financial Years (including GST): _____**

**Note:**

- Fee shall be inclusive of all expenses.
- No escalation shall be allowed.

## ANNEXURE – III: UNDERTAKING & DECLARATIONS

We hereby declare that:

1. Our firm is registered with ICAI.
2. Our Firm has a functional Head Office in the Union Territory of Jammu & Kashmir since 2020.
3. We have not been blacklisted by the ICAI, CAG, or any other Government Department / Organization / Undertaking.
4. We agree to all terms and conditions of the Bid Document.

Authorized Signatory: _____

Name: _____

Designation: _____

Seal & Signature: _____

Date: _____

## ANNEXURE – IV: CHECKLIST OF DOCUMENTS

| Document Description | Attached (Yes / No) | Ref / Page No. |
|---|---|---|
| ICAI Firm Constitution Certificate as on 31.03.2026 | | |
| PAN of Firm | | |
| GST Registration Certificate | | |
| Turnover Certificate & Financial Statements | | |
| AADHAR Card of Partners | | |
| Experience Certificates | | |
| Undertaking & Declarations | | |
| Head Office Address Proof in UT of J&K (Tax Registration / Utility Bill / Rent Deed) | | |

Authorized Signatory: _____

Name: _____

Designation: _____

Seal & Signature: _____

Date: _____