बिड संख्या/Bid Number: GEM/2026/B/8177774

दिनांक /Dated: 18-10-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	09-11-2026 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	10-11-2026 15:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	120 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Delhi
विभाग का नाम/Department Name	Training And Technical Education Department Delhi
संगठन का नाम/Organisation Name	N/a
कार्यालय का नाम/Office Name	North West Zone
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :buycon3.hedd.dl@gembuyer.in Buyer Email id: ic-gadtu@delhi.gov.in
वस्तु श्रेणी /Item Category	Financial Audit Services - As per NIT; CA Firm
अनुबंध अवधि /Contract Period	1 Year(s)
पिछले 3 वितीय वर्षों का बिडर का न्यूनतम औसत वार्षिक वित्तीय टर्नओवर/Minimum Average Annual Turnover of the bidder (For the last 3 Financial Years)	10 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	7 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
टर्नओवर के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for Turnover	Yes | Complete
टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है / Startup Relaxation for Turnover	Yes | Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (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**	3 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / **Estimated Bid Value in INR (Inclusive of all taxes)**	1000000
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
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / **Financial Document Indicating Price Breakup Required**	Yes
मध्यस्थता खंड/**Arbitration Clause**	No
सुलह खंड/**Mediation Clause**	No

ईएमडी विवरण/EMD Detail

एडवाईजरी बैंक/Advisory Bank	State Bank of India
ईएमडी राशि/EMD Amount	20000

ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%)/ePBG Percentage(%)	5.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	15

(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 :

Registrar
Delhi Technological University, Shahbad Daulatpur, Bawana Road, Delhi-110042
(Registrar, Dtu)

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

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes

एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% / Purchase Preference to MSE OEMs/ Service Provider available upto price within L1+X%	15

1. If the bidder is a Micro or Small Enterprise (MSE) as per latest orders issued by Ministry of MSME, the bidder shall be relaxed from the eligibility criteria of "Bidder Turnover" as defined above subject to meeting of quality and technical specifications. If the bidder itself is MSE OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
3. 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.
4. 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.

5. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for % (selected by Buyer) percentage of total quantity. The buyers are advised to refer the OM_No.1_4_2021_PPD_dated_18.05.2023 for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
6. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
7. 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.
8. 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 NIT

Number of years of experience as on date of which at least XX years should be in internal/external audit of companies, PSUs and centrally funded institutions.: As per NIT- 10 years

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 NIT

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

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

This Bid is based on Least Cost Method Based Evaluation (LCS). The technical qualification parameters are:-

Parameter Name	Max Marks	Min Marks	Evaluation Document	Seller Document Required
As per NIT	100	70	View file	Yes

Total Minimum Passing Technical Marks: 70

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
29-10-2026 15:00:00	O/O Assitant Registrar, General Administration Branch, Admin Block, Delhi Technological University, Shahbad Daulatpur, Bawana Road, Delhi-110042

Financial Audit Services - As Per NIT; CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	As per NIT
Type of Financial Audit Partner	CA Firm
Type of Financial Audit	As per NIT
Category of Work under Financial Audit	As per NIT
Type of Industries/Functions	As per NIT
Frequency of Progress Report	As per NIT
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	As per NIT
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	Kuldeep Kumar Sarsar	110042,DELHI TECHNOLOGICAL UNIVERSITY, Shahbad Daulatpur, Main Bawana Road, Near Sector 17 Rohini, Delhi, India	Project / Lumpsum Based	N/A

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

1. **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---

DELHI TECHNOLOGICAL UNIVERSITY

(Formerly Delhi College of Engineering)
Shahabad Daulatpur, Bawana Road, Delhi- 110042.
Tel: +91-11-27294673 Website: www.dtu.ac.in

NOTICE INVITING TENDER (NIT) FOR ENGAGEMENT OF 'CHARTERED ACCOUNTANT FIRM AS INTERNAL AUDITOR'

1. **Invitation:**
   Delhi Technological University (DTU), a State University established under the Delhi Technological University Act, is a premier technical institution under the aegis of the Government of NCT of Delhi. In order to strengthen internal controls, ensure compliance with applicable rules and regulations, and improve financial governance, DTU proposes to engage a **firm of Chartered Accountants (CA) as Internal Auditors.** For this purpose DTU invites **NOTICE INVITING TENDER (NIT)** from **reputed firms of Chartered Accountants** registered with the Institute of Chartered Accountants of India (ICAI) for engagement as **Internal Auditors of the university**.

2. **Duration of Contract:**
   The engagement is proposed initially for **one (1) year**, extendable **up to one (1+1) additional year** based on satisfactory performance and approval of the Competent Authority.

3. **Objectives of Engagement:**
   The objective of internal audit is to provide **independent assurance and advisory services** to evaluate and improve the effectiveness of **financial management, internal controls, compliance, and governance processes** of DTU.

4. **ONE BID PER BIDDER:**
   Each Bidder shall upload only one bid. If a bidder participates in more than one bid, all the bids are liable to be rejected.

5. COST OF BID: -

Since this is online tendering, no tender fees is to be paid. However, the bidder shall bear all costs associated with the preparation and submission of their bid and the University will in no case be responsible or liable for those costs, regardless of the conduct or outcome of the tender process.

6. BID Security Services: -

6.1. The Contractor shall deposit Bid Security (Earnest Money Deposit) for an amount of **Rs.20,000/- (Rupees Twenty Thousands Only)** in the form of Account Payee Demand Draft, Fixed Deposit Receipt, Banker's Cheque or Bank Guarantee from any of the Commercial Banks or payment online in an acceptable form in favour of Registrar, Delhi Technological University along with the bid document. The Bid Security will remain valid for a period of forty-five days beyond the final bid validity period. **The EMD has to be submitted physically in the office of Assistant Registrar, General Administration Branch, Admin Building, Delhi Technological University, Bawana Campus in a sealed cover, duly super - scribed "EMD for Security Services Tender" and before the last date and time of submission of bids. Bid not accompanied by EMD shall be rejected**. The University shall not be responsible for receiving EMD after due date and time in any manner.

6.2. Any tender not accompanied by the Bid Security (except exemption as specified in GFR) shall be rejected.

6.3. Bid security of the successful bidder shall be returned on receipt of Performance Security by the University and after signing the agreement.

6.4. Bid security shall be forfeited if the bidder withdraws his bid during the period of bid validity.

6.5. Bid Security shall be forfeited if the successful bidder refuses or neglects to execute the Contract or fails to furnish the required Performance Security within the time frame specified by the University.

7. Submission of Bids: -

7.1. The Technical Bid should consist of the following documents: -

i) Covering letter expressing interest
ii) Firm profile with constitution and ICAI registration details
iii) Experience details with similar assignments (last 5 years)
iv) Details of partners and key professional staff
v) Declaration regarding independence and conflict of interest
vi) Copy of Firm Registration Certificate (ICAI)

7.2 Financial Documents (Bid) should consist of the following documents:-

The bidder shall quote the Financial Bid separately at the designated Financial Bid/Price Bid section of the tender online. Disclosure of any financial/price information in the Technical Bid or any other part of the bid shall render the bid liable for rejection/disqualification.

7.3. The bid shall remain valid and open for acceptance for a period of 120 days from the last date of submission of bid.

7.4 The successful bidder shall be required to furnish Performance Guarantee of Rs. 50,000/- (Rupees Fifty Thousand within 07 days of receipt of "Letter of Offer/Intent" for an amount in the form of an Account Payee Demand Draft, Fixed Deposit Receipt from a Commercial bank, Bank Guarantee from a Commercial bank or online payment in an acceptable form in favor of Registrar, Delhi Technological University. The Performance Security shall remain valid for a period of two months beyond contract period. In case the contract period is extended further, the validity of Performance Security shall also be extended by the Contractor accordingly. Failure of the successful bidder to comply with the requirements of above clauses shall constitute sufficient grounds or the annulment of the award and forfeiture of Performance Security during the course of contract. If any of Contractor's personnel are found to be indulging in any corrupt practices causing any loss of revenue or/and the impression to the University will be recovered from the Contractor or shall be entitled to terminate the contract forthwith duly forfeiting the Contractor's Performance Guarantee.

8. Broad Scope of Work

The scope shall include, but not be limited to:

- Financial management and accounting systems
- Budgeting and expenditure control
- Procurement and contract management (GFR 2017 / GeM)
- Payroll, establishment and pension matters
- Grants, sponsored projects and HEFA funds
- Revenue, fee collection and receivables
- Asset and inventory management
- Statutory compliances (GST, TDS, EPF, etc.)
- High-level review of IT/ERP systems

Detailed scope is provided in annexure "A" of this NIT.

9. Objectives of the work

The objective of the internal audit is to provide **independent and objective assurance and advisory services** designed to add value and improve DTU's operations by:

- Evaluating the adequacy and effectiveness of **internal control systems**
- Ensuring compliance with **GFR 2017, DFPRs, DTU Act/Statutes, AICTE/UGC norms, GoI/ GNCTD instructions**
- Identifying risks, control gaps, inefficiencies, and areas for improvement
- Assisting management in strengthening **financial discipline and governance**
-

10. Audit Approach & Methodology

- Risk-based internal audit approach
- Transaction testing and system-based review
- Interaction with departments and officials
- Use of checklists aligned with statutory and regulatory requirements

11. Frequency & Period of Audit

- **Quarterly internal audit** covering all major functional areas
- Consolidated annual internal audit report

12. Deliverables

The Internal Auditor shall submit:

- Quarterly Internal Audit Reports with observations and risk ratings
- Executive summary highlighting critical issues
- Compliance status of previous audit observations
- Annual consolidated internal audit report

. 13. Independence & Confidentiality

- The firm shall maintain complete independence and objectivity
- All information shall be treated as confidential
- Conflict of interest, if any, must be disclosed

14. Reporting & Review

- Reports shall be submitted to the **Registrar / Finance Officer, DTU**
- Significant observations may be placed before **Audit Committee / Executive Council**
- Auditor may be required to present findings when called upon

15. Fees & Payment

- Professional fees shall be quoted on **annual lump-sum basis** (inclusive of all costs)
- Payment shall be made on quarterly basis after submission and acceptance of reports
- Applicable taxes shall be paid as per law

16. Termination

DTU reserves the right to terminate the engagement by giving **one month's notice** in case of unsatisfactory performance or breach of terms.

17. Jurisdiction

- Jurisdiction shall be courts at **Delhi** only

18. Eligibility criteria

Interested CA firms must satisfy the following minimum criteria:

a) Firm should be **registered with ICAI**
b) Minimum **10 years of experience** in internal audit of
    a) Universities / Educational Institutions / Autonomous Bodies / Government Organizations
c) Experience in audits under **GFR 2017 / public sector environment**
d) The firm or its partners should **not be statutory auditors of DTU** during the period of engagement
e) No conflict of interest with DTU

19. Evaluation criteria – Least cost offered by technically eligible form

Technical Evaluation Matrix

S. No.	Criteria	Particulars	Marks
	Part 'A'		
1.	Firm's experience in internal audit of Govt./Autonomous Bodies/Universities	Less than or equal to Ten (10) Years	20
		Greater than Ten Years and Less Than or Equal to Fifteen (15) Years	25
		Greater than Fifteen (15) Years	30
2.	Number of audits assignment in institutions following GFR 2017	Less than or equal to five (5)	15
		Greater than Five (5)	20
3,	Number of Chartered accounts in the firm	Less than or equal Three (3)	15
		Greater than Three (3)	20
	Total (A)		**70**
	Part 'B'		
4.	Presentation on Audit methodology, risk-based approach & understanding of TOR		30
	Total (B)		**30**
	Grand Total (A+B)		**100**

Part B will be in offline mode in DTU Main Campus and will be allowed to those firms who will score min 50 Marks in the Part 'A'.

Financial Evaluation – final bids of all firms scoring minimum of 70 Marks in the Technical Score will be opened and order will be awarded to the firm offering the lowest fee.

21. Rights of DTU

DTU reserves the right to:

- Accept or reject any or all NITs without assigning any reason
- Modify or cancel the NIT process at any stage
- Call for additional information or clarification from applicants

22. Governing Rules

The engagement shall be governed by:

- **General Financial Rules (GFR) 2017**
- Applicable rules of **GNCT of Delhi**
- DTU Act, Statutes and Ordinances

Registrar
Delhi Technological University
(On behalf of the Competent Authority)

DELHI TECHNOLOGICAL UNIVERSITY
(Formerly Delhi College of Engineering)
Shahabad Daulatpur, Bawana Road, Delhi- 110042.
Tel: +91-11-27294673 Website: www.dtu.ac.in

Annexture-A

Detailed Scope:

The internal auditor shall cover, but not be limited to, the following areas:

1. Financial Management
   - **1.1.** Verification of accounting records, books of accounts and vouchers
   - **1.2.** Review of fund utilization (Plan/Non-Plan/Project/Grant-in-aid)
   - **1.3.** Verification of bank accounts, reconciliation statements and cash management
2. Budget & Expenditure Control
   - **2.1.** Examination of budget preparation, allocation and monitoring
   - **2.2.** Scrutiny of expenditure vis-à-vis sanctioned budget
   - **2.3.** Review of delegation of financial powers and approvals
3. Procurement & Contract Management
   - **3.1.** Compliance with **GFR 2017**, GeM guidelines, tendering procedures
   - **3.2.** Review of contract management, work orders, amendments and extensions
   - **3.3.** Verification of payments, securities, EMD, performance guarantees
4. Payroll & Establishment
   - **4.1.** Audit of pay fixation, increments, allowances, arrears
   - **4.2.** Compliance with service rules, leave, pension, gratuity, NPS
   - **4.3.** Verification of honorarium, consultancy payments and contractual staff
5. Revenue & Receipts
   - **5.1.** Audit of fee collection, hostel charges, fines and other receipts
   - **5.2.** Review of revenue from consultancy, sponsored research and testing
   - **5.3.** Verification of dues, recoveries and outstanding balances
6. Grants, Projects & Sponsored Research
   - **6.1.** Audit of UGC, AICTE, DST, HEFA, and other project funds
   - **6.2.** Compliance with sanction conditions and utilization certificates
   - **6.3.** Review of asset creation and capitalization
7. Asset Management
   - **7.1.** Physical verification of fixed assets
   - **7.2.** Review of asset register, depreciation and write-offs
   - **7.3.** Verification of stores, inventory and consumables
8. Statutory Compliance
   - 8.1. Review of compliance relating to **GST, TDS (IT & GST), EPF, ESI**
   - **8.2.** Verification of statutory returns and reconciliations
9. IT & Systems Audit (High-level)
   - **9.1.** Review of accounting and ERP systems
   - 9.2. Assessment of access controls and data integrity