

STATE PROJECT IMPLEMENTATION UNIT-(SPIU)

Women Institute of Technology, Uttarakhand, UTU New Campus, PO Chandanwari, Sudhowala, Dehradun – 248007 (Uttarakhand) E-mail: spiuk2017@gmail.com

REQUEST FOR EXPRESSION OF INTEREST FOR HIRING OF CA FIRM FOR CONDUCTING INTERNAL AUDIT OF TEQIP-III PROJECT

Expression of Interest from CAG Empaneled Chartered Accountant firms are invited for conducting Internal Audit of Accounts of SPIU, 8 Project Institutions/ATU & Consolidation pertaining to TEQIP-III project for Financial Year 2017-18.

The detailed Expression of interest document can be obtained from [**www.npiu.nic.in**](http://www.npiu.nic.in).

The last date for submitting Expression of Interest at the above-mentioned address is date 17.08.2018, time 5 PM. Incomplete proposal and proposal received after due date and time be summarily rejected. Authority not responsible for any postal delay.

STATE PROJECT ADVISOR/NODAL OFFICER

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**Technical Education Quality Improvement Programme [TEQIP]-Phase III
Consultancy Services for Auditor Appointment
Expressions of Interest**

The Government of **India** has *applied for/availed* a credit/loan from International Development Association (IDA), and the International Bank for Reconstruction and Development (IBRD) and intends to apply part of the loan/credit proceeds to make payments under the contract for the following services:

Consultancy for Auditor Appointment

The **Technical Education Quality Improvement Programme [TEQIP]-Phase III** Project now invites eligible Consultants to indicate their interest in providing the services. A Consultant will be selected in accordance with the procedures set out, in the World Bank's Guidelines: Selection of Employment of Consultants by World Bank Borrower (current edition). Interested Consultant may submit "Expression of Interest" in two separate sealed envelope technical bid and financial clearly superscripted as Expression of Interest for "**Internal Auditor Appointment**" and may obtain further information about the services, procedures for submitting the EOI etc. at

Consultants may associate other Service Providers to enhance their qualifications/skills. Expressions of Interest must be delivered to the address below on or before dated

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SELECTION OF CONSULTANTS BY THE BANK'S BORROWERS
REQUEST FOR EXPRESSIONS OF INTEREST

Country: India

Project Name: **Technical Education Quality Improvement Programme[TEQIP]-Phase III**

METHOD OF CONSULTING SERVICES

Credit.: **Cr. 4685-0 IN**

Expressions of Interest

The Government of India has received a Credit 4685-IN from the International Development Association and it is intended that part of the proceeds of this credit will be applied to eligible payments under the contracts for **Technical Education Quality Improvement Programme[TEQIP]-Phase III**.

The services include [*brief description, organization, implementation period...*].¹

- (1) Establishment of appropriate budgeting systems.
- (2) Regular Monitoring of actual financial performance with budgets and targets.
- (3) Monitoring Physical and financial progress.
- (4) Establishment of procedures and systems for ensuring standard internal controls such as checking of expenditure, appropriate documentation, levels of authorization, bifurcation of duties, joint signature of two officers on all payments, periodic bank reconciliation and physical verification.
- (5) The financial statements give a true and fair view of the Financial Position of the individual TEQIP institution, SPIU and Consolidated institutions and SPIU.
- (6) The funds were utilized for the purposes for which they were provided, and
 - The Internal auditor appointed once can be retained / reappointed for a maximum total term of three financial year's i.e. current year and next two years on the basis of auditor's performance review.
 - Internal audit of each implementing agency (IA) should be conducted on a semi-annual basis. It should be carried out in accordance with the Internal Auditing Standards of Institution of Chartered Accountants of India, and will include such substantive and control tests as the Internal Auditor considers necessary under the circumstances.
 - The internal auditor will conduct an assessment of the adequacy of the project Financial Management

system, including internal controls. {ref. para no. 5}

- The Internal auditor will have to Prepare TDS Certificates and file Quarterly TDS and VAT/GST return on the basis data provided by SPIU (only SPIU, no other institutions) on or before due date.
- If any firm applies for the financial year 2017-18 of which it was auditor for TEQIP-II then SPIU reserves the right for allotment of marks of financial and technical evaluation on the basis of previous year/s performance.
- It may be noted that a record of the team shall be maintained at the institute visited and team has to collect a certificate of their attendance giving their name, designation and date of visit etc. from the head of that Institute.
- Internal audit will be carried out on a semi-annual basis and will include institutions. The Internal Audit firm will submit an Audit Schedule in advance to SPIU/CFIs and agree the schedule with the SPIU/CFIs.
- In addition to detailed internal audit report, the auditor should provide an **Executive Summary** highlighting critical issues which require the attention of the Head of SPIU and Board of Governor (BOG) of Institution and the status of action on the previous recommendations.

Consulting Services: **Auditor Appointment**

Brief Description: **Appointment of Internal Auditor for 9 TEQIP Institutions who will conduct internal audit by annually for institutions.**

Organization: **SPIU, Dehradun, Uttarakhand**

Implementation Period: 1st April 2017 to 31st March 2018

The **SPIU** now invites eligible consultants to indicate their interest in providing the services. Interested consultants must provide information indicating that they are qualified to perform the services (brochures, description of similar assignments, experience in similar conditions, availability of appropriate skills among staff, etc.). Consultants may associate to enhance their qualifications.

A consultant will be selected in accordance with the procedures set out in the World Bank's *Guidelines: Selection and Employment of Consultants by World Bank Borrower* (current edition).

Short-listing Criteria

6. Minimum Eligibility Criteria:

The firm must be empanelled with C & AG, without which the application of the firm would not be considered.

I. Firms must qualify following minimum criteria:

Sl. No.	Particulars*	Minimum Criteria
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1.	Number of Full Time Partners associated with the firm for not less than 3 years with at least one being a Fellow CA (As per Certificate of ICAI as on 1.1.2009)	4
2.	Turnover of the firm (Average annual in last three financial yrs.)	Minimum Rs.25 Lakhs
3.	No. of Years of Firm Existence	5 Yrs.
4.	No. of assignments of Statutory Audit of Corporate/PSUs entities except Bank Branch Audit having a turnover of not less than Rs 25 crores in the last 3 years.	4
5.	No. of assignments: Experience of audit of Externally Aided Projects/ Social Sector Projects (other than Audit of Charitable Institutions & NGOs) in the last 3 years	4

a) Any firm not qualifying these minimum criteria need not apply as their proposal shall be summarily rejected.

b) **Supporting Documents for Eligibility Criteria:** Following supporting documents must be submitted by the firm along with the technical proposal:

- i. For S. No. 1 above, the firm must submit an attested copy of Constitution Certificate of ICAI as on 1.1.2009.
- ii. For S. No. 2, the firm must submit, a copy of the balance sheet for the last three years.
- iii. For S. No. 4 & 5, the firm must submit a copy of the appointment letters from the auditee organizations. Branch Audit of any Bank shall not be considered while taking into account the total number of assignments.

II. The firm or any partners of the firm should not be black listed by any PSUs or Govt. Co. or any other organization in respect of any assignment or behaviour. [Self-attested affidavit on Rs.100/- stamp paper to be given in this regard by the authorised person of the firm].

Interested consultants may obtain further information at the address below .

Expressions of interest must be delivered to the address below by,.

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Cell: **98999 00367**

¹ The intent is to enable potentially interested consultants to decide whether or not to prepare an expression of interest.