



Bid Number/बोली क्रमांक (बिड संख्या):
GEM/2024/B/5668251
Dated/दिनांक : 06-12-2024

Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	06-01-2025 16:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	06-01-2025 16:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Power
Department Name/विभाग का नाम	Na
Organisation Name/संगठन का नाम	Western Regional Power Committee (wrpc)
Office Name/कार्यालय का नाम	Central Electricity Authority
Item Category/मद केटेगरी	Financial Audit Services - Review of Financial Statements, Financial Reporting Framework, Audit report; CAG Empaneled Audit or CA Firm
Contract Period/अनुबंध अवधि	5 Year(s)
Minimum Average Annual Turnover of the bidder (For 3 Years)/बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का)	1 Lakh (s)
Years of Past Experience Required for same/similar service/उन्हीं/समान सेवाओं के लिए अपेक्षित विगत अनुभव के वर्ष	3 Year (s)
Past Experience of Similar Services required/इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है	Yes
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years of Experience and Turnover/ अनुभव के वर्षों से स्टार्टअप छूट	No
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (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

Bid Details/बिड विवरण

Do you want to show documents uploaded by bidders to all bidders participated in bid?/	No
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid
Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय	2 Days
Estimated Bid Value/अनुमानित बिड मूल्य	250000
Evaluation Method/मूल्यांकन पद्धति	Total value wise evaluation
Arbitration Clause	No
Mediation Clause	No

EMD Detail/ईएमडी विवरण

Required/आवश्यकता	No
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ePBG Detail/ईपीबीजी विवरण

Required/आवश्यकता	No
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MII Compliance/एमआईआई अनुपालन

MII Compliance/एमआईआई अनुपालन	Yes
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MSE Purchase Preference/एमएसई खरीद वरीयता

MSE Purchase Preference/एमएसई खरीद वरीयता	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. 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.
3. 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.

4. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs 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 the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. 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. The buyers are advised to refer to 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 the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.

5. 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.

6. 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.

Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा

Number of Years of firm/company's existence as per ICAI certificate: 3 YEAR

Price Breakup Format for the bidders to upload for providing break-up of overall project cost: [1733476417.pdf](#)

Pre Bid Detail(s)

Pre-Bid Date and Time	Pre-Bid Venue
30-12-2024 11:00:00	WRPC, 5 th Floor, Samrudhi venture park, MIDC area, Andheri (East), Mumbai - 400093.

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

Technical Specifications/तकनीकी विशिष्टियाँ

Specification	Values
Core	
Scope of Work	Review of Financial Statements , Financial Reporting Framework , Audit report
Type of Financial Audit Partner	CAG Empaneled Audit or CA Firm
Type of Financial Audit	Internal Audit

Specification	Values
Category of Work under Financial Audit	Audit of financial statements
Type of Industries/Functions	Purchase & Procurement
Frequency of Progress Report	Monthly
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Monthly
State	NA
District	NA
Addon(s)/एडऑन	
Post Financial Audit Support	NA

Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	To be set as 1	Additional Requirement/अतिरिक्त आवश्यकता
1	Paladugu Vidya Sagar	400093,F-3,MIDC AREA,SEEPZ,ANDHERI EAST	1	N/A

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

1. Generic

OPTION CLAUSE: 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, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

3. Service & Support

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

4. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

The bidders must attend the pre bid meeting scheduled on 30.12.2024 at 11:00 hrs to 12:00 hrs at WRPC Mumbai Office.

5. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

Disclaimer/अस्वीकरण

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. 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.

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 within 4 days of bid publication on GeM. 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.

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

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./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।

---Thank You/धन्यवाद---

CONDITIONS OF CONTRACT

1.1 Pre-Qualifying Requirement

All Bidders shall have to fulfil the following pre-qualifying terms and conditions:

- 1.1.1 The firm/owner/proprietor/partner should be registered with ICAI.
- 1.1.2 The firm should be empaneled with CAG.
- 1.1.3 The Bidder shall have a minimum annual turnover of **Rs.1,00,000** from operations in India, in each of last three financial years i.e., 2022-23, 2021-22 and 2020-21.
- 1.1.4 Bidder shall have net profit after tax from work in India in each of the last three financial years i.e., 2022-23, 2021-22 and 2020-21.
- 1.1.5 The Bidder shall have successfully executed (completed) similar works, as per criterion given below, during the last three financial years i.e., 2022-23, 2021-22 and 2020-21:
 - a. *One similar Work costing not less than **Rs 45,000** per annum.*

or
 - b. *Two similar Works costing not less than **Rs. 22,000** each per annum.*

or
 - c. *Three similar Works costing not less than **Rs.17,600** each per annum.*
- 1.1.6 The Bidder shall presently have one similar works of annual value of at least **Rs. 35,200** under execution.
- 1.1.7 The Bidder shall have their registered office in India.
- 1.1.8 Bidder shall have a valid PAN and GST registration.
- 1.1.9 Similar work(s) means that the firm should have conducted one Statutory/Internal audit of any Government/Semi Government organization/Other Companies/ Corporation/ PSUs.
- 1.1.10 The Bidder should not have been blacklisted by any of the Government Organization(s)/Public Sector Undertaking(s) (PSUs).

1.2 CLIENT'S ADDRESS:

Superintending Engineer (Services), WRPC,
Western Regional Power Committee (WRPC),
5th Floor, Samrudhi Venture Park, Andheri (East),
Mumbai – 400093.
Email: opc-wrpc@nic.in

1.3 LOCATIONS TO BE COVERED

1.3.1 The contractor has to provide service at Client Location at WRPC Secretariat Mumbai.

1.4 Payment Conditions

1.4.1 The payment shall be made only in Indian Rupees.

1.4.2 No advance payment shall be made against Letter of Award.

1.4.3 Payment shall be released on submission of invoice/bill after submission of the audit report to WRPC.

1.4.4 All mandatory deductions like Taxes/TDS as applicable shall be done as per statutory provisions.

1.4.5 Professional fee is inclusive of Professional fee taxes, Travelling charges, food charges and all other expenses.

1.4.6 Only Services Tax/GST as applicable shall be made extra as per statutory rates.

Chapter.2: SCHEDULE OF REQUIREMENTS

2.1 SCOPE OF WORK

- 2.1.1 Annual audit of “WRPC Chairman Fund” account for FY 2018-19 to FY 2024-2025.
- 2.1.2 External Audit of WRPC Establishment Fund for FY 2023-24 & FY 2024-25.
- 2.1.3 Monthly Income Tax TDS and GST challan generation and filing
- 2.1.4 Quarterly Income Tax TDS and GST filing (Form 24Q for salary of employees and Form 26Q for contractor bills) for payments from “WRPC Chairman Fund” and WRPC Establishment Fund.
- 2.1.5 Preparing Form 16 for salaried employees and contractors.
- 2.1.6 The works under 2.1.1 and 2.1.2 shall be completed within one month from the date of issue of letter of award/work order.
- 2.1.7 The works under 2.1.3, 2.1.4 and 2.1.5 shall be completed within stipulated timelines as per GoI rules.
- 2.1.8 The Audit Report with the audit observations if any, shall be submitted in the office of WRPC, Mumbai immediately after the completion of entire audit.

Chapter.3: CONTRACT FORMS

3.1 DETAILS OF TURNOVER AND PROFIT

Pre-Qualification Condition	Financial Year	Value (Rs.)
Annual turnover from operations in India Turnover	2022-23	
	2021-22	
	2020-21	
Net Profit after tax. Profit	2022-23	
	2021-22	
	2020-21	

(Signature & Seal of the Bidder)

**3.2 DETAILS OF SIMILAR WORKS SUCCESSFULLY EXECUTED IN
LAST THREE FINANCIAL YEARS**

Sl. No.	Name of Organization (s)	Contract Period		Value of Contract (Rs. in Thousand)	Contact details of the organization (s)
		From	To		

Note: Upload the signed & scanned copies of the Work Order / Letter of Award and completion certificate in support of the above.

(Signature & Seal of the Bidder)

3.3 DETAILS OF SIMILAR WORKS PRESENTLY UNDER EXECUTION

Sl. No.	Name of Organization (s)	Start Date	Period of Contract	Value of Contract (Rs. in Thousand)	Contact details of the organization (s)

Note: Upload the signed & scanned copies of the Work Order / Letter of Award in support of the above.

(Signature & Seal of the Bidder)

3.4 Compliance sheet for Eligibility criteria - Format

Sl. No.	Pre-Qualification Requirement (as per Clause 2.1)	Compliance (Yes/No)	Details of proof Attached with page number in the bid
1.	Registration of the bidder firm with ICAI		
2.	Empanelment of the bidder with CAG		
2.	Annual turnover of at least Rs. 44,000 from operations in India, in each of last three financial years i.e. 2022-23, 2021-22 and 2020-21.		
3.	Net profit after tax in India in each of the last three financial years i.e. 2022-23, 2021-22 and 2020-21.		
4.	Successful execution of similar works during the last three (3) financial years.		
5.	Details of similar works presently under execution.		
6.	Registered office in Delhi/NCR		
7.	Valid PAN and GST registration.		
8.	Undertaking for not being blacklisted by any of Government Organizations/PSUs on the letter head.		

(Signature of the Bidder with Seal)