



JOINTELECTRICITY REGULATORY COMMISSION

(FOR THE STATE OF GOA & UNION TERRITORIES)

3rd & 4th Floor, Plot No.55-56, Pathkind Building,
Udyog Vihar, Phase-IV, Gurugram – 122015, Haryana

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Dated: 22.07.2019

Limited Tender Enquiry

Joint Electricity Regulatory Commission (for the State of Goa and Union Territories), statutory body under the Ministry of Power intends to invite Bids from Registered firms of Chartered Accountants hereafter referred to as the firm, for conducting Internal Audit of the Accounts of the Commission including filing of Annual Income Tax Return of the respective financial year. The annual turnover/expenditure of the Commission is approximately 9 Crores for FY 2018-19.

Date and time of submission of quotations : 02/08/2019 upto 15:00 Hrs.

Date and time of opening of quotations : 02/08/2019 at 15:30 Hrs

General Term & Conditions

1. Interested firms may submit their quotations in sealed envelope addressed to the Secretary, Joint Electricity Regulatory Commission, Plot No.55-56, 4th Floor, Sector-18, Udyog Vihar-IV, Gurugram latest by 02/08 /2019. The quotations shall be opened on the same day at 3.30 PM in the office of the Commission. Interested firms may, if they so desire, attend themselves or send their authorized representatives at the time of opening the quotations.
2. CA firms shall be awarded the Internal Audit of the Annual Accounts of the Commission and filing of Annual Income Tax return initially for FY 2018-19 and FY 2019-20 extendible further based on performance of the firm.
3. The bid amount is inclusive of professional fees, TA/DA, local conveyance, lodging & boarding etc. except GST/applicable taxes. No other payment shall be made except quoted by the firm. The payment shall be released after acceptance of the report by the Competent Authority.
4. **Terms of Payment:** The 25% payment will be released after approval of the Internal Audit report by the competent Authority and rest on filing of annual Income Tax return. The firm must quote GST number in the bill / invoice.
5. Commission reserves to itself the right to reject the conditional tenders without assigning any reason thereto. Further, Commission reserves to itself the right to reject any or all the tenders without assigning any reason thereof and to call for any other detail or information from any of the tenderer(s).
6. **Others:** I. In case of any disputes arising out of the assignment, the decision of Secretary, Joint Electricity Regulatory Commission shall be final and binding on both the parties.

II. For clarifications, if any, the matter may be addressed to the Director (F&L), Joint Electricity Regulatory Commission, Plot No.55-56, Udyog Vihar Phase IV, Gurgaon-122015

Eligibility and Mandatory Pre-Qualification Criteria

1. The firm should be in practice for the past five (05) years as on 01.07.2019. (Supported by Date of Incorporation certificate issued by Institute of Chartered Accountants of India). The firm shall be a Firm registered with the Institute of Chartered Accountants of India (ICAI).
2. The firm should have at least 2 full time qualified Chartered Accountant including partners as on 01.07.2019 (supported by copy of Constitution certificate of the firm issued by Institute of Chartered Accountants of India). The firm must have their Branch/Office in Delhi/NCR from where they should operate.
3. The firm must have at least 05 years' experience in conducting internal/statutory audit of Autonomous/Statutory Bodies of Central Government having minimum annual turnover of Rs. 1 Crores in any one of the last three financial years ending on 31.03.2019. Proof of award of Internal/Statutory Audit of Government Organizations to be submitted.

-sd/-
(Secretary, JERC)

Financial proposal

To

The Secretary
Joint Electricity Regulatory Commission
Plot No.55-56, Sector 18,
Udyog Vihar IV, Gurugram

Sub: Financial proposal for conducting Internal Audit of the Accounts of the Commission

I/We intend to submit the financial bid on the subject mentioned above and hereby consent to agree/accept all the terms and conditions stipulated in the JERC's Quotation dated

Name and Address of the firm	
Name of the proprietor	
Telephone No./Mobile no.	
PAN Number of the firm	
Email id.	
GST No.	
Total Amount (excluding GST)	

(Name and signature of Authorized Person of the firm)
(With seal of agency affixed)