

PComplete details of the selected Tender
चुने गए निविदा का पूरा विवरण

Tender ID: CNRO0317103357
निविदा सं.:

Title: **NIT FOR APPOINTMENT OF CHARTERED**
शीर्षक: **ACCOUNTANT FIRM FOR CERTIFICATION OF**
ACCOUNTS FOR THE FY 2017-2018

First
Announcement Date/Time: 28-Mar-2017 05:00 PM
पहली घोषणा दिनांक/समय:

Last Date/Time for
Submission: 10-Apr-2017 05:00 PM
जमा करने की अंतिम
तिथि/समय:

Document Fee: Rs. 0
दस्तावेज शुल्क:

EMD : Rs. 0
ईएमडी:

Estimated Tender Value: Rs. 202800
अनुमानित निविदा मूल्य:

EMD Bid Opening Date:
ईएमडी खोलने की तिथि:

Technical Bid Opening
Date/Time:
तकनीकी खोलने की
तिथि/समय:

Financial Bid Opening
Date/Time:
वित्तीय खोलने की
तिथि/समय:

Contact Details: A Sivasankar, JGM(F)
संपर्क विवरण:

Contact Number: 28412711
संपर्क नंबर:

Email: hudcocro@vsnl.com
ईमेल:

Deposit Address: HUDCO Regional Office, V Floor, CMDA Tower I No.1, Gandhi
जमा पता: Irwin Road, Egmore Chennai - 600008

Opening Address: HUDCO Regional Office, V Floor, CMDA Tower I No.1, Gandhi
ओपनिंग पता: Irwin Road, Egmore Chennai - 600008

Work Description: Certification of Accounts for the FY 2017-2018
कार्य विवरण:

Status : OPEN
स्थिति :

File Name	Download
NIT_auditor_CRO_2017_18	Download
auditor_scope_of_work	Download

Tender Documents:
निविदा दस्तावेज:

NOTICE INVITING TENDER

Sub: Notice inviting tender for appointment of Chartered Accountant Firm for Certification of Accounts for the FY 2017-2018- reg.

HUDCO (A Government of India Undertaking) is a premier national Techno-Financial Institution in the field of Housing & Urban Development. HUDCO Regional Office, Chennai is located at 5th Floor, CMDA Tower-I, Gandhi Irwin Road, Egmore, Chennai 600008.

HUDCO Regional Office, Chennai intend to engage Chartered Accountant firm for certification of our Regional Office accounts for the year 2017-2018, with respect to our financial accounts, Retail finance accounts (No. of Accounts –994) and our Public Deposit Scheme Accounts(No. of Accounts-590) and Certification of compliance of “Know Your Customer & Anti-money Laundering Measures”. **The detailed Scope of work is enclosed.** The total estimated certification fee should not exceed Rs.2,02,800/-(Rupees Two Lakhs Two Thousand Eight Hundred only) excluding service tax for the entire year and the minimum fees in the tender should not go below Rs.1,22,222/-(Rupees One Lakh Twenty Two Thousand Two Hundred and Twenty Two only) excluding service tax.

Application furnishing the profile of the firm with details on experience of the firm, number of partners, experience of the partners, paid chartered Accountants available, staff strength, two years experience in filing the TDS/ Service Tax returns in respect of Public Sector Companies, previous experience with Public Sector Enterprises and infrastructure available are invited for empanelment of Chartered Accountant Firms for the FY 2017-2018. **Only CA Firms which are located in Chennai will be considered for empanelment.**

The firms which have carried out the audit work of HUDCO for the previous three years need not apply.

The appointment will be for three financial years subject to renewal every year thereafter with the **same fees without any increase**, based on the satisfactory performance in the previous years. The quarterly payments shall be made @ 80% of the due fees and balance 20% shall be released after completion of Annual accounts by our Statutory Auditors.

The details along with financial quote should be submitted in a sealed envelope super scribed “ Application for empanelment of Chartered Accountant Firm” and addressed to the Executive Director, HUDCO Regional Office, 5th Floor, CMDA Tower-I, Egmore, Chennai 600 008 and made available to us on or before 5 pm on 10.04.2017.

Two Separate sealed envelopes may be submitted i.e. (i) For Technical bid (Annexure-I) & (ii) Financial bid-(Annexure-II)

Encl: As above

A Sivasankar
Joint General Manager (Finance)

TECHNICAL BID

1. Name of the CA Firm : -----
2. Complete Chennai Address with Telephone No. : -----
3. Details of Experience in PSUs (Minimum 5 years is a must) (proof to be enclosed) :-----
4. Total Number of partners (minimum 3 is a must) :-----
5. Number of paid assistants (minimum 5 no. is a must) :-----
 - a. No. of Semi qualified staff :-----
 - b. No. of qualified staff :-----
 - c. No. of employed staff :-----
6. No. of years experience in handling TDS/Service Tax related work :-----
7. No. of years experience in filing TDS/ Service Tax return in Public Sector Companies :-----

Signature of Authorized person with seal

Name of the Authorized Person with company seal

FINANCIAL BID

The submission of fees should be as follows:

Sl. No.	Details	Yearly Maximum Ceiling (Excluding Service Tax) (Rs.)	Yearly Minimum Ceiling (Excluding Service Tax)(Rs.)	Yearly Fees quote (Excluding Service Tax)(Rs.)
1	Imprest Trial Balance & Taxation	108000	65089	
2	Niwas	40000	24107	
3	Public Deposit Scheme	24000	14464	
4	*KYC& PML for project	18000	10848	
5	*KYC& PML for Niwas	8000	4821	
6	*KYC& PML for PDS	4800	2893	
	Total Fees per year	202800	122222	

1. Fees must be quoted in each column.

2. Rates may be quoted excluding of Service Tax.

***KYC & PML- Know Your Customer norms & Prevention of Money Laundering Act**

Signature of Authorized person with seal

Name of the Authorized Person with company seal