

**Bihar Combined Entrance Competitive Examination Board  
IAS Bhawan, Patna-800014**

Phone : 0612-2220230

Adv. No. - BCECEB(Tender)-2024/01 Date : 16.04.2024

**Notice inviting Bids from CAG empanelled CA Firms for  
carrying statutory audit of BCECE**

Bids are invited from CA firms for carrying out statutory audit for the year 2023-24, 2024-25 & 2025-26.

2. Bid related information viz. brief scope of work, eligibility criteria and submission & evaluation details is available on the BCECEB website (bceceboard.bihar.gov.in).
3. **Last date for submission of Tender 08.05.2024 at 5.00 P.M..**
4. The Technical Bid opening date and time would be 09.05.2024 at 4.00 P.M.

**Controller of Examination**

**Bihar Combined Entrance Competitive Examination Board**  
**IAS Bhawan, Near Patna Airport, Patna-800014**

**Notice inviting Bids from CAG empanelled CA Firms for carrying statutory audit**

Bids are invited from CA firms for carrying out statutory audit of the BCECEB for the years 2023-24, 2024-25 & 2025-26. Brief Scope of Work, Eligibility Criteria and Submission & Evaluation Details are as follows :

**Brief Scope of Work:**

1. Firm would carry out statutory audit of BCECE Board.
2. Auditor's report would, inter alia, contain audited annual financial statements comprising Balance Sheet, Statement of Income & Expenditure and related schedules.
3. Audit would cover entire Board's operation.
4. Firm would be also responsible for submitting Audit Report U/S 12A(b) of the Income Tax Act. 1961 in form no. 10B (See Rule 17B) for the year of Audit.

**Eligibility Criteria:**

The Interested party must meet the following criteria (*and submit copies of supporting documents attested by authorized signatory*) :

- a. Firm should be registered with ICAI with minimum 20 years of existence (*please attach a copy of registration*).
- b. Firm should be empanelled with Comptroller & Auditor General (*please attach a updated copy of Empanelment i.e. F.Y. 2023-24*).
- c. Firm should have Income Tax PAN and Goods & Service Tax Registration No. (*please attach relevant copies*).
- d. Firm should have prior experience of carrying out statutory audit assignments with Government agencies/ schemes/ programmes/ externally aided projects/ Board. (Please attach the details of assignments of statutory Audit [excluding Bank Audit] and appointment letter thereof. Minimum number of assignments should be 4 in each of the last 3 F.Y. i.e. 2020-21, 2021-22 & 2022-23).
- e. Annual turnover/ revenue of the Firm should be at least Rs. 40 lakhs in each of last 3 Financial years i.e. 2020-21, 2021-22 & 2022-23. (*Relevant audited report to be submitted*).
- f. Firm should not have been assigned internal audit or any accounting related work by BCECEB for the FY 2023-24.
- g. The Firm should have never been indicted by any court of law or any regulatory body or any state/ central government agencies (*Self declaration on Companies letter head to be submitted*).
- h. The Head Office of the firm must be in the State of Bihar.

**Submission, Evaluation and Payment Details:**

1. The Technical Bid, containing all the supporting documents against the eligibility criteria, should be signed by authorised signatory and enclosed in a separate sealed envelope.
2. The Financial bid, containing a single consolidated quote of annual statutory Audit fees and Audit report u/s 12A (b) of the income tax Act. 1961 in form no. 10B inclusive of all

expenses to be incurred and all Government dues and levies, excluding GST should be enclosed in a separate sealed envelope.

3. Both the Technical and Financial Bids should be enclosed in one sealed envelope clearly superscribed "**Tender for carrying Statutory Audit for the FY 2023-24, 2024-25 & 2025-26**" and sent to the under-mentioned address.
4. Contact details for submission of Tender :  
**Controller of Examination**  
**BCECE Board, IAS Bhawan,**  
**Near Patna Airport, Patna-800014.**
5. **Submission of completed application will start from 18.04.2024 and last day will be 08.05.2024 upto 5.00 p.m. No application shall be entertained after the last date and time.**
6. Tender will be accepted only through Registered / Speed Post.
7. **The Technical Bid will be opened on 09.05.2024 at 4.00 p.m.** in which bidder / authorised representative may also participate.
8. Date & Time for opening of financial bid will be decided by Controller of Examination, BCECE Board in technical bid meeting.
9. Financial bid of only those bidder will be opened who qualify technical bid successfully.
10. The Bidder will be evaluated on a least quote basis.
11. Payment would be made on the basis of the invoice raised by successful bidder after submission of final audit report.
12. Minimum payable fees for the Statutory Audit and Audit Report u/s 12A(b) of Income Tax Act, 1961 in form 10B will not be less than Rs.46,000/- (forty six thousand) including TA/DA and all Govt. dues and levies excluding GST.

*The BCECE Board reserves the right to withdraw from the process or any part thereof, to accept or reject any or all offers at any stage of the process and/or modify the process or any part thereof or to vary terms at any time without assigning any reason whatsoever. No financial obligation will accrue to the BCECEB in such an event. Further, the BCECE Board shall not be responsible for non-receipt of any correspondence sent by post/courier/email / fax. Bids in unsealed envelopes will not be accepted. For any additional information/ clarification, please contact at above address.*

## **Format for Expression of Interest (EOI)**

Eligible CA firm(s) required to submit its EOI in the below mentioned format :

<b>S.No.</b>	<b>Particulars</b>	<b>Supporting Documents required to be submitted alongwith this form</b>
1.	Name of the Firm (H.O.)	
2.	Address of the Firm	
3.	Contact Details : a) Phone No. b) Email ID	
4.	Name & Contact details of the authorized representative	
5.	Date of Establishment of Firm	
6.	Firm's Registration No. with ICAI	
7.	Firm Income Tax PAN No.	
8.	Firm GST Registration No.	
9.	Empanelment No. with C&AG	
10.	No. of Years of Firm Existence as on 31.03.2023	
11.	Turnover of the Firm in last three years (Attach Audit Report as Documentary Evidence)	
12.	Audit Experience of the Firm : (As mentioned in Point No.(d) of eligibility criteria at Page No.1)	
13.	Firm should not be indicted by any court, regulatory body, State / Central Govt. Agencies. (Self declaration on company letter head to be submitted)	