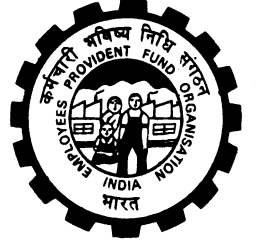




सत्यमेव जयते

ಅವರ ಕೇಂದ್ರಿಯ ಭವಿಷ್ಯನಿಧಿ ಅಯುಕ್ತರ ಕಚೇರಿ (ಪ್ರಧಾನ ಕಚೇರಿ)
अपर केंद्रीय भविष्य निधि आयुक्त का कार्यालय (मुख्यालय)
OFFICE OF THE ADDITIONAL CENTRAL PROVIDENT FUND COMMISSIONER
(HEAD QUARTERS)
ಕಾರ್ಮಿಕರ ಭವಿಷ್ಯ ನಿಧಿ ಸಂಘಟನೆ
कर्मचारी भविष्य निधि संगठन
EMPLOYEES' PROVIDENT FUND ORGANISATION
(ಕಾರ್ಮಿಕ ಮತ್ತು ಉದ್ಯೋಗ ಸಚಿವಾಲಯ, ಭಾರತ ಸರ್ಕಾರ)
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
(Ministry of Labour and Employment, Government of India)
ವಲಯ ಕಚೇರಿ, ಬೆಂಗಳೂರು/ ಆಂಚಲಿಕ ಕಾರ್ಯಾಲಯ, ಬೆಂಗಳೂರು
ZONAL OFFICE, BENGALURU



EXPRESSION OF INTEREST (EOI)
Empanelment of Chartered Accountant Firms
for Employees' Provident Fund Organisation (EPFO)
Bengaluru Zone

1. The Employees' Provident Fund Organization, India (EPFO) is an autonomous body under the aegis of the Ministry of Labor and Employment, Government of India. The main objective of the organization is to provide old-age social security to the subscribers as per the Provisions of EPF & MP Act, 1952 and the three schemes framed there under. For further information about EPFO, one may visit the website www.epfindia.gov.in.
2. EPFO ranks among the globe's premier Social Security Organizations, distinguished by its vast clientele and the magnitude of financial transactions it manages. At present it maintains 29.88 crore accounts (Annual Report 2022-23) pertaining to its members.
3. The inception of the Employees' Provident Fund dates back to the enactment of the Employees' Provident Funds Ordinance on November 15, 1951, which was subsequently replaced by the Employees' Provident Funds Act of 1952. This legislative journey began with the introduction of the Employees' Provident Funds Bill in Parliament as Bill Number 15 of 1952, aimed at establishing provident funds for employees across factories and other establishments. Over time, this legislation evolved into the Employees' Provident Funds & Miscellaneous Provisions Act of 1952, applicable nationwide in India.
4. The administration of this Act and its associated schemes falls under the purview of a tripartite body known as the Central Board of Trustees (CBT), Employees' Provident Fund. The CBT comprises representatives from various sectors, including the government (both central and state), employers, and employees.
5. The CBT administers three schemes – Employees' Provident Fund (EPF) Scheme 1952, Employees' Pension Scheme (EPS) 1995 and Employees' Deposit Linked Insurance (EDLI) Scheme 1976 for the workforce engaged in the organized sector in India. The Board is assisted by the Employees'

ನಂ. 13, ಭವಿಷ್ಯ ನಿಧಿ ಭವನ, ರಾಜಾ ರಾಮ್ ಮೋಹನ್ ರಾಯ್ ರಸ್ತೆ, ಬೆಂಗಳೂರು - 560025
ನಂ. 13, भविष्य निधि भवन, राजा राम मोहन रॉय रोड, बैंगलोर - 560025
No. 13, Bhabhisya Nidhi Bhavan, Raja Ram Mohan Roy Road, Bangalore - 560025
ದೂರವಾಣಿ ಸಂಖ್ಯೆ./ ದೂರವಾಣಿ /Phone No. : 080-22214963
ಇಮೇಲ್ / ईमेल /Email: acc.kargoa@epfindia.gov.in

PF Organization (EPFO), consisting 147 offices across the country (EPFO's Organisation Structure).The EPFO is under the administrative control of the Ministry of Labour & Employment, Government of India.

6. Zonal Office, Bengaluru proposes to form a panel of five Chartered Accountant Firms for a period of three years to conduct Third Party Audits or Re-audits of the accounts of Exempted Establishments and Provident Fund Trusts, as per Appendix 'A' to Para 27 AA of the EPF Scheme 1952. This panel will serve the nine Regional Offices in the Bengaluru Zone, which oversees 61 Exempted Establishments as of 2023-24, ensuring audit reports are submitted in the prescribed format within the specified timeline.

7. Eligibility Conditions

- i. An audit firm having valid registration with ICAI (Institute of Chartered Accountants of India).
- ii. Applicant firm on the panel of CAG is desirable.
- iii. The Applicant firm should be in existence for at least 10 years
- iv. The Applicant firm should have at least 5 full time partners with at least 1 full time FCA (Fellow Chartered Accountants)
- v. The applicant firms must have experience of auditing accounts/ handling tax matters with any companies of having turnover of at least 50 crores per annum.
- vi. Average annual turnover of the audit firm should be at least Rs. 1.5 crores in each of the last three years.
- vii. Applicant firm or its partners should not have been held guilty of any professional misconduct under Chartered Accountants Act, 1949 (as amended) during past 5 years or penalized under any of the tax laws by ICAI or any other statutory body.
- viii. Applicant firm or its partners should not be facing any investigations or enquiry by any tax authority for violation of any of the tax laws.

8. Process of Selection

- a) Applications shall be called through GeM by the Zonal Office from the Audit firms as at 3 above.

- b) The applications shall be scrutinized by a committee of three members (RPFC-I of Zonal Office, Senior most RPFC-I of the Zone and 1 expert member from the ICAI) constituted by the Zonal ACC.
- c) Zonal ACC on the recommendation of the committee as at 'b' above, will form a panel of adequate number of audit firms.
- d) The number of audit firms should not be less than 5 and more than number of exempted establishments divided by 25.
- e) The term of the panel so empanelled shall ordinarily be 3 years and may be extended by one year at a time not exceeding maximum of 3 years.
- f) The RPFC-in-charge of Regional Office shall ensure that the third-party audit is assigned proportionately and randomly. It may be ensured that 1 audit firm shall not have more than three third-party audits allotted and pending at any given point of time.
- g) Zonal Office shall be empowered for pre-mature termination of any audit firm from the empanelled list of audit firms by way of speaking order after giving a reasonable opportunity to the audit firm following the principles of natural justice.
- h) The same auditors should not be appointed for two consecutive years for the same establishment.

9. Nature of Work

- a) Under the EPF & MP Act and Scheme, provisions are made for establishments to take exemption under section 17 and Para 27/27A of the Scheme to give more favourable benefits to the employees than the benefits provided under this EPF & MP Act, 1952. To carry out the Third-Party Audit/Re-audit of books of accounts of such Exempted establishments and Accounts of Provident Fund Trusts of the Exempted establishment as per the conditions specified in Appendix "A" to Para 27 AA of EPF Scheme, 1952 as and when required by the Regional Offices of EPFO, Bengaluru Zone and to submit report in the FORM RM-6 as modified

from time to time, to the RPFC-in-charge of the Regional Office within 30 days from issue of work order.

- b) To certify that the legal status of the establishment remains unchanged from the date of grant of exemption to the year of audit.
- c) To certify that the establishment is not reporting erosion in their capital base or loss for three consecutive financial years.

10. Scale of fees to be paid

- a) The fees shall be regulated in accordance with the minimum scale of fees recommended by ICAI as amended from time to time as below: -

PARTICULARS	Revised minimum Recommended scale of Fees		
	Class 'A' Cities (Rs.)	Class 'B' Cities (Rs.)	Class 'C' Cities (Rs.)
AUDIT AND OTHER ASSIGNMENTS			
Rate per day would depend on the complexity of the work and the number of days spent by each person.			
(i) Principal	18,000/- & Above per day	12,000/- & Above per day	8,000/- & Above per day
(ii) Qualified Assistants	10,000/- & Above per day	7,000/- & Above per day	5,000/- & Above per day
(iii) Semi Qualified Assistants	5,000/- & Above per day	4,000/- & Above per day	3,000/- & Above per day
(iv) Other Assistants	3,000/- & Above per day	2,000 & Above per day	1,000/- & Above per day
Subject to minimum indicative Fees as under:			
(i) Tax Audit	40,000/- & Above	30,000 & Above	22,000/0 & Above
(ii) Company Audit			
(a) Small Pvt. Ltd. Co. (Turnover up to Rs. 2 crore)	50,000/- & Above	35,000/- & Above	25,000/- & Above
(b) Medium Size Pvt. Ltd. Co./Public Ltd. Co.	80,000/- & Above	55,000/- & Above	35,000/- & Above
(c) Large Size Pvt. Ltd. Co./Public	See Note 1	See Note 1	See Note 1
(iv) Review of TDS Compliance	25,000/- & Above	18,000/- & Above	12,000/- & Above
(v) Transfer Pricing Audit	See Note 1	See Note 1	See Note 1

Note 1): Fees to be charged depending on the complexity and the time spent on the particular assignment. *Bengaluru is classified as CITY A.

11. Application form:

Interested parties may apply in the application format enclosed as **Annexure 'A'** along with the undertaking in the format as below:

I..... the Managing partners of M/s.....
Chartered Accountants do hereby verify, declare, and undertake:

- a) That the particulars given above are complete and correct and that if any of the statements made or the information so furnished in the application form is later found not correct or false or there has been suppression of material information, the Firm would stand disqualified from empanelment/allotment of work and might be liable for disciplinary action under the Chartered Accountants Act, 1949 and the regulations framed there under.
- b) Applicant firm or its partners should not have been held guilty of any professional misconduct under Chartered Accountants Act, 1949 (As amended) during past five years or penalized under any of the tax law by ICAI or any other statutory body.
- c) Applicant firm or its partners should not be facing any investigation or enquiry by any tax authority for violation of any of the tax laws.
- d) That I and other partners are in full time practice of Chartered Accountants.

Name & Signature of the Managing Partner of the Firm with Seal.

12. EOI should be superscripted as **“Confidential-EOI for Empanelment of Chartered Accountant Firms”**

To be submitted in a sealed envelope and addressed to:

**The Regional PF Commissioner-I,
Employees’ Provident Fund Organisation,
Zonal Office, 04th floor,
Bhavishya Nidhi Bhawan, No.13,
Raja Ram Mohan Roy Road, Bengaluru-560025.**

13. The last date for submission of EOI is on or before **06.12.2024** at **5.00PM.**

Annexure-A

Application for empanelment of Chartered Accountants Firms for Employees' Provident Fund Organisation.

Sl. No	Particulars	Remarks									
1.	Name of the chartered Accountants Firm										
2.	Registration no. (ICAI) of the Firm										
3.	Date of constitution of the firm and constitution certificate of the firm issued by the ICAI	Copy to be enclosed									
5.	Name of the Partners and certificate of practice	Copy to be enclosed									
6.	Membership no. of the partners and certificate of practice.	Coy to be enclosed									
7.	Complete full address of the Head Office and the Branch with telephone/mobile/fax with email address.										
8.	Income Tax Pan of the Firm	Copy to be enclosed									
9.	No of full-time professionals with the Firm <table border="1" data-bbox="306 1151 1070 1339"><tr><td>a.</td><td>Full time FCA partners</td><td></td></tr><tr><td>b.</td><td>Full time ACA partners</td><td></td></tr><tr><td>c.</td><td>Full time CA employees</td><td></td></tr></table>	a.	Full time FCA partners		b.	Full time ACA partners		c.	Full time CA employees		
a.	Full time FCA partners										
b.	Full time ACA partners										
c.	Full time CA employees										
10.	Whether there are any Court/arbitration or any other Legal case/proceedings pending against the Firm/Partner.										
11.	Average Annual turnover of the firm for last 3 years										
12.	Proof of payment of membership fee and certificate of practice from ICAI for the year 2024-25.	Copy to be enclosed									
13.	Indicate the Audit work experience in the following Sectors: <table border="1" data-bbox="306 1856 954 1993"><tr><td>a.</td><td>PSU</td></tr><tr><td>b.</td><td>Government (Central/State)</td></tr><tr><td>c.</td><td>Private</td></tr></table>	a.	PSU	b.	Government (Central/State)	c.	Private				
a.	PSU										
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c.	Private										

