

## **Invitation of Expression of Interest (EOI)**

Sub: Empanelment of Chartered Accountant Firms for the services of Statutory Audit and Associated Activities related to the Projects of Development of Multi Level Car Parking (MLCP) at Pune Airport.

Sir(s),

Airports Authority of India (AAI), hereby invites open applications towards "Expression of Interest" for Empanelment of Chartered Accountant firms for the works related to- 'Development of Multi Level Car Parking with Integrated Commercial on DBOM Basis (construction cum license to operate & maintain) at AAI Airports on Blended Financing Model'.

The Proposed Empanelment shall be for five years and extendable on mutual agreement. Mere Empanelment of any agency against this EOI shall not in any way guarantee any work/assignment.

The Terms & Conditions and Scope of Work shall be as per attached Guidelines. Before empanelment, firms may clarify doubts if any or obtain any information from this office on any working day.

Dy. General Manager  
Commercial Department  
Airports Authority of India  
Administrative Block  
Pune International Airport.  
Pune-411032.

## **GUIDELINES FOR PROPOSED EMPANELMENT OF CA**

### **1. Background: -**

Airports Authority of India (AAI) was constituted by an Act of Parliament and came into being on 1st April 1995 by merging erstwhile National Airports Authority and International Airports Authority of India. The merger brought into existence a single Organization entrusted with the responsibility of creating, upgrading, maintaining and managing civil aviation infrastructure both on the ground and air space in the country. It provides Air traffic management (ATM) services over Indian airspace and adjoining oceanic areas. AAI manages 125 airports, which include 18 International Airports, 07 Customs Airports, 78 Domestic Airports and 26 Civil Enclaves at Defence airfields.

### **2. Objective:**

AAI has undertaken the following Projects on Design Build Operate Maintain & Transfer (DBOM) basis:

Development of Multi Level Car Parking with Integrated Commercial on DBOM Basis (construction cum license to operate & maintain) at Pune Airport, Maharashtra on Blended Financing Mode. (Total Project Cost: - Rs.120 Crores)

As per Article 27 of the Development Agreement (DA), the DEVELOPER has to appoint during the subsistence of the Development Agreement, as its Statutory Auditors, from the list of 5 (five) empanelled firms of chartered accountants (the "Panel of Chartered Accountants"), by AAI. Such empanelment of the firms shall be undertaken through this EOI.

All fees and expenses of the Statutory Auditors shall be paid by the DEVELOPER of the MLCPs on mutual agreement terms basis

Accordingly, Airports Authority of India (AAI), hereby invites, "Expression Of Interest" from Chartered Accountant firms for Empanelment for the above mentioned Project at Pune.

### **3. Scope of work:**

To audit and verify all financial matters pertaining to receipts, expenses, costs, realization and other miscellaneous things which the Statutory Auditors are required to do, undertake or certify pursuant to the Development Agreement of the defined Project.

The scope of work will include the audit and verification of Developer's Book of account/ sub accounts in respect of the following activities: -

i) Books of accounts recording all its receipts (including all revenues derived/collected by it from or on account of the Project and/ or its use), income, expenditure, payments (including receipts/payments, to/from the Escrow Account (including sub Escrow account opened as per Tripartite agreement)), assets and liabilities, in accordance with Development Agreement, Good Industrial Practice, Applicable Laws and Applicable Permits.

ii) To verify Developer's Balance Sheet, Cash Flow Statement and Profit and Loss Account, for the Project.

iii) Review of Draft Financial Statements. To check the books of account (Tally Data)/Manual Cash Book with the Draft Financial Statement & Observations to be given.

iv) Checking and Verification of records:

The agency shall also be responsible for:

a) Transactions are properly recorded, documented and vouched.

b) Ensure that system and procedures for accounting and financial matters are followed correctly.

c) Enough safeguards exist for watching the correct entry of receipts and proper utilization of funds.

d) Statutory liabilities are properly met/discharged etc.

e) Reconciliation and examination of deposits/receipts and withdrawal from Escrow account (including sub Escrow account opened as per Tripartite agreement) to ensure whether these are meeting the requirement under Escrow Agreement, Tripartite agreement and Development Agreement.

f) Auditor shall examine the expenses incurred by the Developer/ Concessionaires and certify that these are project related expenses and as per the provisions of Escrow Agreement, Tripartite agreement and Development Agreement. IDC may also be examined and reported.

g) To check if transactions are with the contractual obligations of the Development Agreement.

h) Reconciliation and classification of data as per relevant Heads of Accounts and Schemes.

i) The firm will be responsible to report all type of discrepancies, inaccuracies, shortfalls, and spot rectifications of the observed irregularities and implementation of reporting requirement as laid down in the Development Agreement including ensuring correctness thereafter.

j) As per Development Agreement statutory auditor shall provide the statement for raising the invoice based on revenue share and MAG as per Article 23.

- k) Non-compliance of any other statutory obligation.
- l) Any other related work required in order to fulfil the audit related obligation of project in Development Agreement.

#### **4. Eligibility Criteria:**

- I) The Authority invites offers from all the reputed firms of Chartered Accountants who fulfils the following eligibility criteria, namely:
  - a. the firm should have conducted statutory audit of the annual accounts of at least one hundred companies registered under the Companies Act, 1956/2013, including any re-enactment or modification thereof, of which at least ten should have been public sector undertakings;
  - b. the firm should have at least 5 (five) practicing Chartered Accountants on its rolls, each with a minimum experience of ten years in the profession;
  - c. the firm or any of its partners should not have been disqualified or black - listed by the Comptroller and Auditor General of India or the Authority; and
  - d. the firm should have an office each in the state where Project exist or in an adjacent State with at least 2 (two) practicing Chartered Accountants on its rolls in such State.
  - e. The firm shall not have any conflict of interest with the Concessionaire/Developer and shall not be engaged in any assignment with the Concessionaire/Developer which shall form the conflict of interest.
- II) Interested firms meeting the above eligibility criteria shall be required to submit a statement of their capabilities including the Bio-data of all the practicing Chartered Accountants on its rolls. In particular, each firm shall be required to furnish year-wise information relating to the names of all the companies with an annual turnover exceeding Rs. 100,00,00,000 (Rs. one hundred crore) whose annual accounts were audited by such firm in any of the preceding 5 (five) Accounting Years.

#### **5. Validity of Empanelment:**

The stipulated period of empanelment for the project shall be for 5 (Five) years and may extend on mutual consent of Authority and Developer.

#### **6. Evaluation and Empanelment**

- (i) The information furnished by each firm shall be scrutinized and evaluated by the Authority and 1 (one) point shall be awarded for each annual audit of the companies specified in Paragraph above. (For the avoidance of doubt and by way

of illustration, a firm which has conducted audit of the annual accounts of any such company for five years shall be awarded five points).

- (ii) The Authority shall prepare a list of all the eligible firms along with the points scored by each such firm and 5 (five) firms scoring the highest points shall be identified and included in the draft Panel of Chartered Accountants.

Note: If the number of such pre-qualified Applicants is less than 05 (five), the Authority may, in its sole discretion, relax the eligibility criteria.

#### **7. Consultation with the DEVELOPER**

The Authority shall convey the aforesaid panel of firms to the DEVELOPER for scrutiny and comments, if any. The DEVELOPER shall be entitled to scrutinize the relevant records of the Authority to ascertain whether the selection of firms has been undertaken in accordance with the prescribed procedure and it shall send its comments, if any, to the Authority within 15 (fifteen) days of receiving the aforesaid panel.

#### **8. Conflict of Interest**

- i) The Applicant CA Firms should provide professional, objective, and impartial services and at all times hold paramount the interests of AAI and strictly avoid conflicts with other assignments or its own interests, and act without any consideration for future work. The Selected Applicants shall not accept or engage in any assignment that would be in conflict with, or that may place it in a position of not being able to carry out the assignment for which it has been engaged.
- ii) Applicant CA Firms should be deemed to be in a conflict of interest situation if it can be reasonably concluded that their present position in a business or their personal interest could improperly influence their judgment in the exercise of their duties/ services in the defined MLCP Project. The process for empanelment of CA firms should avoid both actual and perceived conflict of interest.

#### **9. Details of Developer engaged for MLCP Project**

MLCP Pune Project: M/s Pebbles Infra-Tech Private Limited  
Office 302, Sansas Memories, Near Deendayal Hospital,  
Fergusson College Road, Pune 411005.

**10. Mutually agreed panel**

i. The Authority shall, after considering all relevant factors including the comments, if any, of the DEVELOPER, finalise and constitute a panel of 5 (five) firms which shall be deemed to be the mutually agreed Panel of Chartered Accountants.

ii. After completion of every 5 (five) years from the date of preparing the mutually agreed Panel of Chartered Accountants, or such earlier period as may be agreed between the Authority and the DEVELOPER, a new panel shall be prepared in accordance with the provisions of Development Agreement .

**11. Appointment as Statutory Auditor by the Developer :-**

i) The Developer shall appoint, and have during the subsistence of the Development Agreement as its statutory auditors, a firm chosen by it from the mutually agreed panel/list of 5(five) reputed firms of Chartered Accountant.

ii) The firm shall not have any conflict of interest with the Concessionaire/Developer and shall not be engaged in any assignment with the Concessionaire/Developer which shall form the conflict of interest. An undertaking shall be furnished to AAI by the firm before appointment/firming up of mutual Agreement with the Developer.

**12. Payment for the assignment:-**

All the fees/cost/charges (including all taxes, GST) associated with the services to be provided by appointed statutory auditors shall be paid by the Respective Developer of the Project on mutual agreement basis. AAI shall not be responsible for any payment related issue for the engaged Chartered Accountant Firms. AAI shall not be liable/responsible for the office setup and other related infrastructure requirement of the appointed statutory auditors.

**13. How to Apply:-**

- i) The interested AAI empanelled agencies shall forward their application along with documents for Eligibility criteria stipulated in the EOI.
- ii) The envelope shall be sealed marked with Bidder's name and labelled as Submittals (in original) for "Empanelment of Chartered Accountants Firms for the services of Statutory Audit and Associated Activities related to the

Projects of Development of Multi Level Car Parking (MLCP) at Pune Airports.

- iii) The envelope containing hard copies (as per Clause 4 and Annexure) shall be addressed to:

ATTN. OF ADDRESS:

Dy. General Manager  
Commercial Department  
Airports Authority of India  
Administrative Block  
Pune International Airport.  
Pune-411032. Email: comml.pune@aai.aero

**14. Last date of Application:-**

The last date of receipt of application shall be **15<sup>th</sup> April 2025 at 1100 hrs.**

## ANNEXURES OF APPLICATION

The interested Chartered Accountant firms should submit their proposal along with details as per following format to fulfil eligibility criteria set out in preceding para 4 of this EOI:

1. The list of companies (registered under the Companies Act, 1956/2013, including any re-enactment or modification thereof) and Public Sector Undertakings (PSU) for which the applicant firm have conducted statutory audit of the annual accounts, along with following details:-

- (i) Annual turn-over
- (ii) Contact Details
- (iii) Audited Period (Financial Years)

2. List along with Bio Data of all practicing Chartered Accountants on its rolls, each with a minimum experience of ten years in the profession.

3. Details of Office of applicant firm in in the state where Project exist (i.e Maharashtra as applicable) or in an adjacent State.

4. List along with Bio Data of at least 02 (two) practicing Chartered Accountants on its rolls in the state where Project exist (i.e Maharashtra as applicable) or in an adjacent State along with their individual experience in Years.

5. An undertaking that the firm or any of its Partners/Directors are not disqualified or black -listed by the Comptroller and Auditor General of India or the Authority.

6. Any other relevant details.

*Note: AAI reserves the right to verify the credentials submitted by the agency at any stage. If at any stage, any information/documents submitted by the applicant is found to be incorrect/false or have some discrepancy which disqualifies the firm then suitable punitive action shall be taken by AAI.*



AIRPORTS AUTHORITY OF INDIA  
Commercial Department, Administrative Block,  
Pune International Airport. Pune – 411032

No.AAI/PUNE/MLCP/2025/CA-PANEL

Dated : **21.03.2025**

Notice For Expression Of Interest

Airports Authority of India invites open applications from CA firms for Empanelment of Chartered Accountant Firms for the services of Statutory Audit and Associated Activities related to the Projects of Development of Multi Level Car Parking (MLCP) at Pune Airport..

The terms & conditions and scope of work can be seen as per EOI document. The application shall reach latest by **15.04.2025 upto 1100 hrs.**

-Sd/-

Dy. General Manager  
Commercial Department  
Airports Authority of India  
Pune International Airport