

NOTICE INVITING QUOTATION

- Subject: Quotations are invited for “Appointment of Statutory Auditor for Audit of Accounts of AAI GROUP GRATUITY FUND TRUST for the Financial Year 2024-2025, e-filing of income tax return for the AY 2025-26 and replying to queries raised by Income Tax Department, if any irrespective of AY, for a period of 12 months from the date of award of contract”

Financial quotes in sealed cover are invited from list of technically qualified bidders of tender called for appointment of Concurrent Auditors for the year 2024-25 **which are based in Delhi/NCR** for the work “Appointment of statutory auditor for audit of accounts of AAI GROUP GRATUITY FUND TRUST for the Financial Year 2024-2025 and e-filing of income tax return for the AY 2025-26 and replying to queries raised by Income Tax Department, if any, irrespective of AY, for a period of 12 months from the date of award of contract” by General Manager (F&A)-Gratuity, Airports Authority of India, (AAI GGF Trust),

Last date of submission of Quotation is 16.07.2025 upto 1500 hours.

NIQ details and quotation format to be filled, are available on AAI website.

General information about AAIGGF Trust:-

- The trust was established on 25/03/1977 under the name International Airports Authority of India Employee Group Gratuity-cum-Life Assurance Scheme. From 01/09/2010 the name of trust has been changed to ‘AIRPORTS AUTHORITY OF INDIA GROUP GRATUITY FUND TRUST’.

Presently, AAIGGF trust has funds of Rs. 1298.87 crores as on 31.03.2025 which are managed by IRDAI approved 4 Numbers of (four) fund managers.

Gratuity payments are centralized, and are made directly by AAIGGF Trust to the employees of Airports Authority of India.

Actuarial valuation is carried out by Airports Authority of India every year to determine its towards AAIGGF.

TERMS AND CONDITIONS for Quotation:

1. The quoted audit fees shall be inclusive of all charges. While quoting the price, the bidder shall consider all expenses including travelling, boarding, conveyance & other miscellaneous and out of pocket expenditure. No claim for expenditure other than the price quoted will be entertained by AAIGGF Trust. Rates quoted shall be firm and all inclusive & shall not be quoted with price variation / discount clause etc. The GST (as applicable) shall be payable extra and to be quoted separately in the price bid. Non-quoting of GST separately in the price bid will be deemed to be included in the Rates quoted. Thus, additional claim on account of GST shall not be entertained at any cost. The bidder shall quote the price in Indian rupees.

2. The estimated cost for audit of accounts of AAI GROUP GRATUITY FUND TRUST for the Financial Year 2024-2025 (AY 2025-26) and e-filing of income tax return and replying to queries irrespective of AY, raised by Income Tax Department, if any, for a period of 12 months from date of award of contract is Rs. 46000+GST [Rupees Forty Six thousand only plus GST as applicable].
3. All the quotations shall be evaluated and the contract shall be awarded to the lowest quoted bid.
4. **PAYMENT TERMS** : No Advance shall be paid by AAIGGF trust. Payment of 80% of the fees will be released on completion of statutory audit, furnishing the auditor report and filing of ITR. The remaining 20% of quoted fees will be released only after completion of 12 months' periods from the date of award. Payments shall be made on production of original invoices indicating GST No. Invoice shall be raised on AIRPORTS AUTHORITY OF INDIA for payment.
5. AAI shall be authorized to make statutory deductions as applicable from amount payable to Auditor.
6. The CA Firm must submit a copy of valid PAN, GST registration number and Firm Registration along with the quotation.
7. The quotation as per given format must clearly indicate "Appointment of Statutory Auditor for Audit of Accounts of AAI GROUP GRATUITY FUND TRUST for the Financial Year 2024-2025, e-filing of income tax return for the AY 2025-26 and replying to queries raised by Income Tax Department, if any, irrespective of AY, for a period of 12 months from the date of award of contract" on the face of the envelope.
8. The quotation, addressed to the General Manager (F&A)-Gratuity , Airports Authority of India, AAIGGF Trust , Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi – 110 003, shall be dropped in the quotation box kept in Gratuity Cell, Cabin No.8, Block A, Ground Floor, Rajiv Gandhi Bhawan, Safdarjung Airport, New Delhi-110003 before **15:00 hours by 16.07.2025** and the same will be opened at 15:30 hours on same day, i.e. **16.07.2025**.
9. **Quotations received after 15:00 hours by 16.07.2025 will not be considered.**
10. Quotations received through FAX will also not be considered.
11. **REJECTION OF BID/CANCELLATION OF CONTRACT** :- Quotations may be submitted strictly as per above terms and conditions. Quotation not received as per above conditions is liable for rejection. AAIGGF Trust reserves the right to cancel the quotation without assigning any reason. If the firm/organization gives wrong information in its offer, AAI reserves the right to reject such offer at any stage or to terminate the contract, if awarded.
12. **WORK NOT TO BE LET OUT** - Sub-contracting in part or full of the assignment awarded to the successful Bidder is not permitted
13. **CONFIDENTIALITY CLAUSE** -Any and all information in written, electronic media or oral form and disclosed to the Auditor shall at all times remain the legal and absolute property of AAIGGF Trust and the Auditor shall have no rights to use the information for any purpose other than that expressly authorized by AAIGGF Trust.
14. **SETTLEMENT OF DISPUTES** - Except as otherwise specifically provided in the contract all disputes concerning questions of fact arising under the contract shall be decided by Chairman, AAIGGF Trust Board, subject to a written appeal by the Auditor to the Chairman whose decision shall be final to the parties hereto.

15. **PENALTY:-** The time period for completion of audit and E-file of tax return on tax portal is before 30th September 2025. In the event of any delay in the submission of the Audit Report, e-filing of the Income Tax Return, or in responding to queries raised by the Income Tax Department beyond the due dates, a penalty of maximum up to 10% of the awarded contract value will be levied.

For AAIGGF Trust
General Manager (F&A)-Gratuity

**QUOTATION FOR APPOINTMENT OF STATUTORY AUDITORS FOR AUDIT OF ACCOUNTS OF AAIGGF
TRUST FOR THE FINANCIAL YEAR 2024-2025**

Quoted Amount

| S No. | Particulars | Amount | Amount |
|----------|--|-------------|------------|
| | | Quoted | Quoted |
| | | (In Rupees) | (In Words) |
| 1. | Rate Quoted for Appointment of Statutory Auditor for Audit of Accounts of AAI GROUP GRATUITY FUND TRUST for the Financial Year 2024-2025, e-filing of income tax return for the AY 2025-26 and replying to queries raised by Income Tax Department, if any irrespective of AY, for a period of 12 months from the date of award of contract. (Inclusive of all charges). | | |
| 2. | Goods and Services Tax(GST) | | |
| | TOTAL | | |

Note:

1. If there is any discrepancy between words and figures, the amount written in words shall prevail and considered.
2. The contract shall be awarded to the lowest quoted bid, subject to all other conditions for evaluation satisfied. It is requested to put transparent cello tape on the quoted fee to avoid tampering.

Firm PAN No. _____

Firm GST No. _____

Firm Registration No. _____

SIGNATURE & STAMPS OF THE FIRM

To:

Technically qualified CA firms for Concurrent audit of CHQ, Airports Authority of India for FY2024-25 based in Delhi/NCR.

| S. No. | Name of Company | E-mail ID's | Contact Numbers |
|--------|--------------------------|--|--|
| 1 | Dharam Raj & Co. | drc@drcca.in | 9811327272 |
| 2 | Kirtane & Pandit LLP | kpca@kirtanepandit.com | 9811490608 |
| 3 | Grandmarks | info@grandmarkca.com | 9811085147 |
| 4 | Anmit Ray & Co. | pradeep_mukherjee26@yahoo.com allahabad@amitrayco.com | 9415235141 0532-2402763, 2407258 |
| 5 | Jitendra Agarwal & Asso. | prashant.singh2012@mail.ca.in / caprashantsingh20@gmail.com | 9972277550/ 080-41521326 |
| 6 | Gianender & Associates | gka_ma@yahoo.com / manju@gacaindia.com | 9810555448, 9810136499 |
| 7 | J. Singh & Associates | ca_jsingh@rediffmail.com | 022-6694617 / 18 |
| 8 | D. K. Chhajer & Co. | kolkata@dkcindia.com | 033-22627279, 22627280 |
| 9 | Chandra Gupta Associates | cgadelhi@gmail.com | 9811297522 |
| 10 | HDSG Associates | hdsgindia@yahoo.in | 9811071885 |
| 11 | Arvind Ratan & Co. | arvindguptafca@gmail.com | 9213992551 |
| 12 | Amma & Associates | mukesh@amaa.in | 9212327628 |
| 13 | Hari Bhakti & Co. | varshney@haribhakti.co.in | 9820288709 |
| 14 | JN Gupta & Co. | jnguptaca@icai.org | 9001893895 |
| 15 | UCC & Associates | info@uccglobal.in | 9910044684 |
| 16 | Vinay Naveen & Co. | vncgzb@gmail.com | 9910691575 |
| 17 | Singhi & Co. | accounts@singhico.com | 8514023034 |
| 18 | SARC & Associates | subal@sarcmail.in | 9811151787 |
| 19 | S. N. Nanda & Co. | snnco@snnco.net | 9810123166 |
| 20 | S. L. Chhajed & Co. | chhajed_abhay@hotmail.com | 9893697670 |
| 21 | Ravi Rajan & Co. | ravirajan.co@gmail.com / ravirajan@sravigroup.com | 9899545049 |
| 22 | MC Bhandari & Co. | mcbncokol@gmail.com | 9831151529 |
| 23 | Rama K. Gupta & Co. | ramakantgupta@yahoo.com | 9425112778 |
| 24 | Raj Har Gopal | shrey@rajhargopal.com | 9810133967 |
| 25 | KGRS & CO. | subhadip@kgrs.in | 9007064063 |

| | | | |
|----|--------------------------|--|------------|
| 26 | Komandoor & Co. | princekomandoor@gmail.com/ komandoorco@gmail.com | 9849011300 |
| 27 | Manoj Mohan & Associates | mma.ca@rediff.com | 9811018596 |
