



ANDHRA PRADESH STATE HOUSING CORPORATION LIMITED

Expression of Interest

For

Appointment of Chartered Accountant Firms as Auditors for taking up Internal Audit for the Financial Years 2023-24 and 2024-25 in each of the (7) Zones / Segments consisting of (26) District Offices and Head Office, A.P. State Housing Corporation Limited, Plot Nos:11&12, Nirmanbhavan, Auto Nagar, Vijayawada – 520007, NTR District, A.P.

NIT No. 8524/APSHCL/E&P/A&A/EOI/2025, Date: 19.08.2025

Issued by

**ANDHRA PRADESH STATE HOUSING CORPORATION LIMITED:
NIRMAAN BHAVAN, PLOT NOS:11&12, AUTO NAGAR, VIJAYAWADA –
520007, NTR DISTRICT, ANDHRA PRADESH.**

**ANDHRA PRADESH STATE HOUSING CORPORATION LIMITED
NIRMANBHAVAN, AUTONAGER, VIJAYAWADA-522507**

NIT No. 8524/APSHCL/E&P/A&A/EOI/2025, Dated:19.08.2025

Section-1: NOTICE INVITING EOI

I. General Details:

- A. Andhra Pradesh State Housing Corporation Ltd, (APSHCL), is an Undertaking of Government of Andhra Pradesh, with its administrative office located at Plot Nos: 11&12, APIIC Colony, Auto Nagar, Vijayawada – 520007, NTR District, Andhra Pradesh. It undertakes construction of houses for the Weaker Sections of the Society. APSHCL invites on-line bids from eligible bidders in two bid system for taking up “Internal Audit of financial and material accounts of the Corporation for the financial years 2023-24 and 2024-25”.
- B. EOIs are invited on e-procurement platform for the above mentioned work from the Chartered Accountant Firms registered with Institute of Chartered Accountants of India (ICAI) and empanelled with Comptroller & Audited General of India (C&AG) having experience in conducting Statutory Audit or Internal Audit of Central or State, Public Sector Undertakings and practicing in Andhra Pradesh State. The details of Tender conditions and terms can be downloaded from the electronic procurement platform of Government of Andhra Pradesh i.e. **www.tender.apecprocurement.gov.in**.
- C. Chartered Accountant Firms would be required to register on the e-procurement Market place “**www.tender.apecprocurement.gov.in**” and submit their bids online.
- D. The Managing Director or his Authorised Officer, Andhra Pradesh State Housing Corporation Ltd, Plot Nos: 11&12, APIIC Colony, Auto Nagar, Vijayawada – 520007, NTR District, AP will deal with all the matters relating to invitation EoI and any clarification shall be sought from the same or his/her authorised officer.

E. Bid Data Sheet:

S.No.	Particulars	Details
1	Name of the EoI	Appointment of Chartered Accountant Firms as Auditors for taking up Internal Audit for the financial years 2023-24 and 2024-25 in each of the (7) Zones /Segments consisting of (26) District Offices and Head Office of APSHCL.
2	Company Name	Andhra Pradesh State Housing Corporation Ltd (APSHCL), an undertaking of Government of Andhra Pradesh
3	EoI Inviting Authority	Plot Nos: 11&12,APIIC Colony, Auto Nagar, Vijayawada – 520007, NTR District, AP Ph: 08645-274115 e-mail: gmaccts3@gmail.com
4	EoI reference No.	EoI No.8524/APSHCL/E&P/A&A/ EOI/ 2025, Dated:19.08.2025
5	Date and Time of Publishing of EoI on e-procurement platform	Dt: 20.08.2025 from 11.00 AM onwards
6	Contact person	Sri P. Venkata Ramana, General Manager (Accts & Audit) Land Line :08645 -274115 Mobile No. 7093930041
7	Bid transaction fee on e-procurement portal (Non-Refundable)	All the participating bidders who submit the Bids have to pay an amount @ 0.03% of the minimum Audit fee specified in the EoI document i.e., Rs...../- towards bid transaction fees through online in favour of MD, APTS by using Credit cards (Any MASTER / VISA Card) issued by any bank or through net banking accounts with ICICI or HDFC Banks as per G.O.Ms.No.13 of IT&C Dept. Dt.07.05.06 with effect from 02.02.2007.
8	Non-refundable EoI cost to APSHCL	Rs.5,000/- (Rupees Five Thousand only) DD in the name of Managing Director, APSHCL payable at Vijayawada. The original DD should be submitted to APSHCL before opening of the Pre-Qualification Bid.

S.No.	Particulars	Details										
9	Earnest Money Deposit (EMD)	Rs.9,000/- (Rupees Nine thousand only) The CA firm should submit EMD amount through online payment method. Online payment can be made via NEFT /Credit/DebitCard at https://tender.apecurement.gov.in in favour of the Managing Director, APSHCL. The copy of online receipt should be uploaded.										
10	Date and Time of Pre-Bid meeting (if required)	<div>Dt: 27.08.2025 at 11.00 AM Physical presence is not required for Pre-Bid Meeting. Interested bidders can register themselves by sending their Name, Contact Number and e-Mail ID to the registered mail i.e., gmaccts3@gmail.com, mgraccts@apshcl.gov.in before dt. 26.08.2025 for attending the Pre-Bid meeting which is proposed to be conducted through virtual mode.</div> <table><tr><th>Sl. No.</th><th>Name of the CA firm</th><th>Name of the person</th><th>Mobile No. (preferably having whatsapp)</th><th>e-mail Id</th></tr><tr><td></td><td></td><td></td><td></td><td></td></tr></table> <div>APSHCL will send the meeting link to all the interested participants for attending the Pre-bid meeting online. CA firms are requested to send all their requests/queries if any to the above email ids before Dt. 26.08.2025.</div>	Sl. No.	Name of the CA firm	Name of the person	Mobile No. (preferably having whatsapp)	e-mail Id					
Sl. No.	Name of the CA firm	Name of the person	Mobile No. (preferably having whatsapp)	e-mail Id								
11	Bid Document Download End Date & Time	Dt. 04.09.2025 @ 3.30PM										
12	Bid Submission closing Date & Time	Dt. 04.09.2025 @ 5.00PM										
13	Technical Bid opening Date and time	Dt. 05.09.2025 @ 11.00AM										
14	Financial Bid Opening Date and time	Dt. 09.09.2025 @ 5.00PM										
15	Method of evaluation of Bids	The Bids are evaluated applying weight age factors of 0.70 and 0.30 on the marks scored in Technical Bid and Financial Bid										

S.No.	Particulars	Details
		respectively as mentioned at Clause No.III of S.No.2
16	Letter of Award (LoA)	After finalization of Bid Evaluation.
17	Bid submission	<p>Online- www.tender.apecprocurement.gov.in</p> <p>Chartered Accountant Firms are requested to submit the bids after issue of corrigendum (if necessary) after the pre bid meeting.</p> <p>The original EMD, Document fee, hard copies of Technical Qualification (TQ) documents can be submitted to APSHCL next working day after bid closing date provided that the scanned copies of the originals are uploaded in the e-Procurement portal, and they should be legible.</p> <p>Chartered Accountant Firms should communicate the details of courier or any other mode of submission to APSHCL through registered mail.</p>
18	Bid document along with Annexures to be submitted in online	<p>A- Technical bid</p> <ul style="list-style-type: none"> ➤ Documents as per “Parameter for eligibility of firm (Annexure-I to VII” Section of this EoI and Check list Annexure-VIII. <p>B -Financial bid</p> <ul style="list-style-type: none"> ➤ Format as per “Financial bid” Section of this EoI.

Section-2: General conditions and instructions to Bidders

I. Introduction:-

1. Andhra Pradesh State Housing Corporation Ltd. (APSHCL), Vijayawada, is a Government of Andhra Pradesh undertaking registered under Companies Act, 1956 having its Administrative Office at the above address and its Branch Offices in all the (26) districts in Andhra Pradesh, and it undertakes construction of houses for the Weaker Sections of the Society.

II. About the work:-

1. The Corporation has its Head Office at Vijayawada, NTR District. It has (26) District Offices in Andhra Pradesh. Consolidation of Accounts will be done at Head Office.
2. The organization has taken up construction of 16.37 lakhs houses to the poor people in the state in phased manner during the Financial years 2020-21 to 2023-24. out of the said houses 7.00 lakh houses were completed and the remaining houses are at various stages, at present it may be proposed to appoint firms of Chartered Accountants for Internal Audit purpose.
3. The Corporation wishes to appoint Chartered Accountant Firms registered with ICAI and empanelled with C&AG with at least 5 years of standing and with a minimum of (3) partners and having experience in conducting Statutory Audit or Internal Audit of Central or State, Public Sector Undertakings, and practicing in Andhra Pradesh State, for the financial years 2023-24 and 2024-25 in each of the (7) Zones / Segments consisting of (26) District Offices and Head Office. It is proposed to appoint Firms of Chartered Accountants as Internal Auditors.
4. It is proposed to supply all construction materials to the beneficiaries by APSHCL by procuring the same through Tender process to facilitate the beneficiaries to get qualitative material at reasonable rates.
5. The records maintained for procurement, supply and distribution of all materials to beneficiaries are to be verified.
6. Further the material and cash disbursed to the beneficiaries are to be verified on field with reference to the records maintained/ online data at frequent intervals.

III. Eligibility criteria of CA firms:

General Eligible conditions to participate in Technical & Financial Bids

- a) The Head Office of the Firm should be located in the State of Andhra Pradesh / Telangana.
- b) In case the Head Office is not located in AP, the firm should have a branch office in AP. (A copy of the extract from ICAI portal to this effect is to be enclosed).
- c) A firm should submit only one proposal, irrespective of number of segments/zones quoted under Part B. If a firm submits more than one proposal the latest proposal shall be considered.

- d) The Firms quoting for the tender shall enclose all necessary required documents in support of their eligibility along with the technical bid. Bids not supported with the requisite documents are liable to be rejected.
- e) Financial Bids submitted by the firms should be valid for two months from the last date of the tenders submission.
- g) All the prescribed Forms, Annexures and Appendices of the Technical and Financial Bids must be signed by the authorised signatory of the Firm.
- h) The appointed Firms shall not delegate the work to others.
- i) The firms quoting for Part A are not entitled to quote for Part B.
- j) The firms can quote for any number of segments under part B but a maximum 2 segments only will be allotted to any firm under Part B.
- k) The firms having experience in Audit of State/Central Public Sector Undertakings, other than Banks & Insurance Companies, will be preferred.(the experience certificate will be produced).

1. Eligibility Criteria:

Sl No.	Parameter	Eligibility Criteria		Mandatory Documents to be submitted
		Part A	Part B	
1.	Location of Head Office of the Firm	In the state of AP / Telangana. The Firm must have a Branch in AP		Relevant extract from ICAI website
2.	Minimum Experience	10 years	5 years	Relevant extract from ICAI website
3.	No. of Partners as on 31.03.2025	6	3	Relevant extract from ICAI website
4.	Minimum No. of FCAs associated with firm	4	2	Relevant extract from ICAI website
5.	Empanelment with C&AG under Category 'A' continuously	5 years	2 years	Acknowledgement from C&AG about empanelment.
6.	Professional Manpower (qualified As other than partners, semi qualified	Minimum 15	Minimum 10	Full particular of manpower with ICAI membership n / sro No., qualification engaged by the firm

	CAs, Article / Audit Assistants, paid assistants who have completed article ship etc) strength			full time at respective branches to be furnished.
7.	Minimum Annual Trunover for last 3 years	Rs.75 lacs	Rs.50 lacs	Income Tax Acknowledgement or equivalent.

2. Bid Evaluation:

Sl No.	Eligibility Criteria	Marks	Marks to be Awarded	
			Part A	Part B
1.	The Chartered Accountant Firm should have a minimum of 15(Fifteen) years of standing in practice	20	5 Years - 10 Marks 6-10 years - 15 Marks >10 Years - 20 Marks	3-5 Years - 10 Marks 6-10 years - 15 Marks >10 Years - 20 Marks
2.	No of Partners as on 31/03/2025	15	3 Partners -10 Marks 4-8Partners -12 Marks >8 Partners- 15 Marks	3 Partners -10 Marks 4-8 Partners - 12 Marks >8 Partners -15 Marks
3.	Minimum No. of FCAs associated with firm	15	3 Partners -10 Marks 4-5 Partners-12 Marks >5 Partners -15 Marks	2 Partners -10 Marks 3-4- Partners - 12 Marks >4 Partners - 15 Marks
4.	Professional manpower (qualified CAs other than partners, semi qualified CAs, Articles/ Audit assistants, paid assistants who have completed article ship etc) strength	25	10Manpower- 15Marks 11-15Manpower- 20Marks >16Manpower- 25Marks	<10 Manpower- 15 Marks 11-15Manpower - 20 Marks >16Manpower - 25 Marks

5.	Minimum Annual Turnover for last 3 years	25	Rs 75 Lacs - 10 Marks	Rs 50 Lacs - 10 Marks
			Rs76-150Lacs - 20 Marks	Rs50-75 Lacs - 20 Marks
			>150 Lacs - 25 Marks	>75 Lacs - 25 Marks
Total Marks		100		

Parameter	Supporting Documents to be submitted
Registration and Certification of the Chartered Accountant Firm with ICAI (Institute of Chartered Accountants of India)	Copy of Firm registration certification issued by ICAI.
Number of Partners in the Chartered Accountant Firm	Details to be furnished in Annexure-I along with copy of partnership deed.
Availability of FCA /ACA and CISA/DISA partners in the firms	Details to be furnished in Annexure-II
Availability of Professional Manpower with the Chartered Accountant firm	Details to be furnished in Annexure-III
Empanelment with C&AG (Comptroller & Auditor General of India)	Details to be furnished in Annexure-IV
Experience in Audit of State/ Central Public Sector Undertaking	Details to be furnished in Annexure-V
Turnover of the Firm for last (3) Financial Years i.e., 2019-20 to 2021-22	Details to be furnished in Annexure-VI

IV. Scope of Work:

1. Internal Audit has to be done at (7) Zones (Details are at Clause-IX as Schedule of Zones) consisting of (26) District Offices and (1) Head Office and reports to be submitted to the District Head Housing of the concerned District and to the Managing Director, APSHCL for all the (26) Districts. In respect of Head Office the Audit report should be submitted to Managing Director, APSHCL, Vijayawada, NTR District.

2. The work involves the following items:-

● **Internal Audit**

a) **Head office:**

- i. Verification of transactions pertaining to receipts and payments of material and cash with relevant vouchers/bills.
- ii. Verify whether the sanctions accorded are in accordance with the relevant orders and instructions issued from Government from time to time.
- iii. Verify whether there is any misutilization of funds/ material.
- iv. Verification of transactions between Head Office and District Offices regarding material and cash etc.,
- v. Verification of un-adjusted outstanding amounts pending for adjustment and give suggestions for necessary adjustments.
- vi. Detection and prevention of revenue leakages through close examination of income and expenditure accounts/ transactions.
- vii. Verification of expenses booked appropriately i.e. matching nature of expenses to the appropriate Account Head as per Chart of Accounts.
- viii. To verify purpose of the expenses, especially large amounts and record reasons for the same.
- ix. To check the existence of proper internal controls and adherence to Bank's policies & procedures in this regard.
- x. To check appropriate provisioning & prepaid element based on the accounting year.
- xi. Verification of statements, HO returns, statutory returns.
- xii. To verify the accounts and to furnish internal audit reports within (60) days.
- xiii. To verify annual accounts at Head Office stand alone and also to verify consolidated accounts and to submit Internal Audit reports within 2 months from the date of commencement of the Audit for the year 2023-24 and submission of Internal Audit Report for the year 2024-25 after (45) days.
- xiv. To ensure compliance of schedule III of Companies Act 2013.

b) District Office.

- i) Verification of Journal Ledger.
 - ii) Verification of General Ledger.
 - iii) Verification of Fixed Assets Registers.
 - iv) Verification of all kinds of purchases Registers
 - v) Verification of material receipts and issues Registers.
 - vi) Verification of Trial Balance, Income & Expenditure and Balance sheet.
 - vii) To verify the accounts of Head office and furnish the internal audit reports for the Year 2023-24 within (45) days after commencement of audit to the Managing Director and submit the District Audit reports within (60) Days to District Head Housing and Managing Director.
 - viii) To verify the accounts of Head office and furnish the internal audit reports for the Year 2024-25 within (45) days after commencement of audit to the Managing Director and submit the District Audit reports within (60) Days to District Head Housing and Managing Director.
 - ix) Any other work/record arise subsequently.
 - x) To verify all the funds released to DHHs, PD DWMAAs and Other Agencies at different level.
3. Above scope of work is only indicative but not exhaustive. Internal Auditors may verify any other points which they feel are required to be brought to the notice of the Managing Director, APSHCL. The Corporation may also add any other point during the course of Audit if it felt appropriate.
4. Auditors are required to discuss the draft Audit reports of the District with the concerned District Head Housing, and obtain clarifications then and there before submitting final report.
5. Internal Auditors should also guide the District Office in preparation of final accounts duly following the relevant Accounting Standards and the Companies Act 2013.

V. Securities

- 1) Earnest Money Deposit (EMD): The CA firm shall furnish, the EMD for the amounts specified in clause – I.E (Bid data sheet) of Section-1. Payment shall be made via NEFT/Credit/Debit Card at <https://tender.apcprocurement.gov.in> in favour of the Managing Director, APSHCL. The copy of online receipt should be uploaded. EMD

may also be remitted by way of Crossed Demand Draft of any Indian Nationalized Bank / Scheduled Bank drawn in favour of Managing Director, APSHCL, Payable at Vijayawada along with bids. The scanned copy of the demand draft shall be uploaded.

2) The EMD shall be forfeited :

- a. If a Bidder withdraws its bid during the period of bid validity specified by the Bidder on the Bid form ; or
- b. In case of successful Bidder, if the Bidder fails;
 - i. to sign the contract after issue of Letter of Acceptance (LoA)
 - ii. to furnish performance security.
- c. If the Bidder does not accept the quoted amount the Bid will be rejected, and the EMD will be forfeited.

3) Security Deposit for performance: The CA firm (successful Bidder) shall furnish, Security Deposit for performance @ 2.5% at the time of conclusion of agreement of the Bid value quoted (for the balance amount i.e., 2.5% of bid value quoted (-) EMD amount of Rs. 9,000/- (Rupees Nine thousand only) in the form of Demand Draft in favour of any Indian Nationalized Bank / Scheduled Bank in favour of the Managing Director, APSHCL. The Security Deposit for performance submitted by the Contractor will not carry any interest or other charges and it will be dealt with as provided in the conditions stipulated in the agreement.

4) Security Deposit for performance amount (2.5% of the bid value quoted) will be refunded to the CA firm after successful completion of the Contract.

VI. BID Evaluation criteria:

- i. Technical Bids will be evaluated first and Financial Bids of the technically qualified Bidders only will be opened subsequently.
- ii. The Bids are evaluated applying weight-age factors of 0.70 and 0.30 on the marks scored in Technical Bid and Financial Bid respectively.
- iii. Technical Bids are evaluated awarding marks as per the procedure specified at Clause –IX. The marks allocated for different parameters are as follows:
 - a. **Age of the firm:** Marks shall be awarded for no. of years standing of the firm as per the company's scoring pattern subject to a maximum of 40 marks.

- b. **No. of Partners:** Marks shall be awarded based on the no. of Partners subject to a maximum of 20 marks.
 - c. **Experience in Audit:** Marks shall be awarded basing on the no. of years of experience in PSUs (Central and State) (subject to a maximum of 20 marks.)
 - d. **Professional Manpower** available with the CA firm (subject to a maximum of 10 marks.).
 - e. **Turnover of the Firm** for last (3) Financial Years i.e., 2020-21 to 2022-23 (subject to a maximum of 10 marks.).
- iv. The Financial Bids of the firms which have scored minimum qualifying marks (50%) in the Technical bids only will be opened. Awarding of marks for Financial Bids is based on the following:
- a. 100 marks will be awarded for L1 (Bidder quoted lowest remuneration)
 - b. L2, L3, L4..... firms will be awarded marks based on the following formulae.
- $$\frac{\text{Remuneration quoted by L1 party}}{\text{Remuneration quoted by L2, L3, L4 Firm.}} \times 100$$

VII. Financial Bid (Audit Fees):

- a. Chartered Accountant firm shall furnish Zone wise fees quoted in the prescribed format appended to this document as **“Financial Bid”**.
- b. Chartered Accountant Firm shall quote their fees for preferred Zone. The Fees shall be quoted for preferred Zone as below
 - Audit Fees including all Taxes but excluding GST.
 - However, in addition to Audit fee, 30% of the Audit Fees or Actuals (whichever is less) will be paid towards reimbursement of expenses like Conveyance, TA, DA and Accommodation of Audit team etc.,
- c. Minimum Audit fee for each Zone / Segment (districts) is fixed as Rs.2,25,000/- per annum for internal Audit.
- d. Minimum Audit fee for Zone / Segment (Head Office) is fixed as Rs.3,50,000/- per annum for internal Audit.

For financial year 2023-24 & 2024-25 (60%) of accepted fee will only be paid.

VIII. General Terms & Conditions:

- i. Chartered Accountant Firm must have its Office located in Andhra Pradesh or Telangana with required infrastructure and having sufficient strength of Professional Manpower for Internal Audit of Zone 1.
- ii. In respect of Zones 2 to 7, Chartered Accountant Firm must have its Office located in any one of District of the preferred Zone with required infrastructure and having sufficient strength of Professional Manpower for Concurrent Audit and Internal Audit of the Districts of that Zone.
- iii. APSHCL may inspect the Offices of the CA firms at the addresses given by them to confirm the availability of Office and required professional Manpower.
- iv. Chartered Accountant firms will be selected for taking up Audit primarily on the marks scored as per the bid evaluation procedure given at item No. VII.
- v. One CA firm will be allotted to one Zone only. Allocation of Zones to CA firms will be finalized in sequential order.
- vi. In case more than one firm score equal marks, APSHCL will have discretion to select one of the firms for the Zone.
- vii. Any Firm quoting fee less than the Minimum Audit fees specified will be disqualified.
- viii. Chartered Accountant firm Should not have been blacklisted by Central /State Govt.,/Govt. agencies/ICAI. The firm shall furnish the declaration as per Annexure IX.
- ix. Payment of Audit Fees shall be made after receipt of the Internal Audit reports (i.e., 60% of accepted Audit fee), in respect of financial year 2023-24 & 2024-25. The remaining 40% of the Audit fee will be released after due verification of the Internal Audit reports. No advance will be given. Selected Chartered Accountant firm is not allowed to sublet the work allotted to them to any other agency.
- x. APSHCL reserves every right to accept or reject the entire process of appointment of CA firms without assigning any reason.
- xi. CA firm shall submit the GST Registrations preferably in Andhra Pradesh and Details of IT – PAN / TIN copies. If the GST Registration is not in Andhra Pradesh, the successful bidder shall furnish the copy of GST Registration of Andhra Pradesh State within 15 days after award of work.

IX. Schedule of Zones/Segments(Locations):

1. For the purpose of Internal Audit, all the Districts and Head Office are arranged into Zones/Segments as below:

Zone 1	Head Office, Guntur, and Palnadu Districts
Zone 2:	Srikakulam, Vizianagaram and Parvathipuram Manyam Districts
Zone 3:	Visakhapatnam, Anakapalli, Alluri Seetharamaraju(ASR), Kakinada, Dr.B.R. Ambedkar Konaseema and East Godavari Districts
Zone 4:	Eluru, West Godavari, Krishna and NTR Districts
Zone 5:	Prakasam, Bapatla and SPSR Nellore Districts
Zone 6:	Chittoor, Tirupathi, Annamayya and YSR Kadapa Districts
Zone 7:	Anantapuramu, Sri Satya Sai, Kurnool and Nandyal Districts

X. Resolution of Disputes:

- i. If any dispute or difference whatsoever arises between APSHCL and the CA firm in connection with, or arising out of the Contract, whether during the currency of contract period or after completion of the contract period and whether before or after the termination, abandonment or breach of the Contract, it shall in the first place, be referred to and settled by the APSHCL or it's representative who shall, within a period of thirty days after being requested by the CA firm to do so, give written notice of his decision to the CA firm. Upon receipt of the written notice of the decision of the APSHCL or it's representative the CA firm shall promptly proceed without delay to comply with such notice of decision.
- ii. If the APSHCL or it's representative fails to give notice of his decision in writing within a period of thirty days after being requested or if the CA firm is dissatisfied with the notice of the decision of the APSHCL or it's representative, the CA firm may within thirty days after receiving the notice of decision appeal to APSHCL who shall offer an opportunity to the CA firm to be heard and to offer evidence in support of his appeal, the APSHCL shall give notice of his decision within a period of thirty days after the supplier has given the said evidence in support of his appeal, subject to arbitration, as hereinafter provided. Such decision of the Department in respect of every matter so referred shall be final and binding upon the CA firm and shall forthwith be given effect to by the CA firm, who shall proceed with the currency of contractor with all due diligence whether he requires arbitration as hereinafter provided,

or not. If APSHCL has given written notice of his decision to the CA firm and no claim to arbitration, has been communicated to him by the CA firm within a period of thirty days from receipt of such notice the said decision shall remain final and binding upon the CA firm. If the APSHCL fail to give notice of his decision, as aforesaid within a period of thirty days after being requested as aforesaid, or if the CA firm be dissatisfied with any such decision, then and in any such case the CA firm within thirty days after the expiration of the first named period of thirty days as the case may be, require that the matter or matters in dispute be referred to arbitration as detailed below:

SETTLEMENT OF CLAIMS:

Settlement of claims for Rs.50,000/- and below by Arbitration.

All disputes or difference arising of or relating to the Contract shall be referred to the adjudication as follows:

a.	Claims up to a value of Rupees 10,000/-	Competent authority appointed by the Managing Director
b.	Claims above Rs.10,000/- and up to Rupees 50,000/-.	Managing Director, APSHCL.

The arbitration shall be conducted in accordance with the provisions of Indian Arbitration and Conciliation Act 1996 or any statutory modification thereof.

The arbitrator shall state his reasons in passing the award.

Claims above Rs.50,000/-.

All claims of above Rs.50,000/- are to be settled by a Civil Court of competent jurisdiction by way of Civil suit and not by arbitration.

The CA firm shall make a reference for adjudication under these clauses within six months from the date of intimating the supplier of the preparation of final bill or his having accepted payment whichever is earlier.

Sd/-
Managing Director.

Annexure-I

Partners & Practice

Sl. No.	Name of the CA Firm	No. of partners	Year in which the firm constituted	No. of years of practice
1	2	3	4	5

Note: Copy of Firm registration certification issued by ICAI and copy of partnership deed of the firm to be submitted.

Signature
Name of the CA firm
Seal of the CA firm

Annexure-II

Availability of FCA/ACA & CISA/DISA partners

Name of the CA firm:

Sl. No.	Name of the partner	Membership Number	Whether ACA or FCA	Whether CISA or DISA qualified
1	2	3	4	5

*Qualification certificates to be enclosed

Signature
Name of the CA firm
Seal of the CA firm

Annexure –III

Availability of Professional (Fully qualified Chartered Accountants) Man Power (employees other than partners)

Name of the CA Firms:_____.

Sl. No.	Name of the person engaged by CA firm	Designation	Qualification	ICAI Membership No.	Whether ACA or FCA	Place of working
1	2	3	4	5	6	7

*Qualification certificates to be enclosed.

Signature
Name of the CA firm
Seal of the CA firm

Annexure-IV

Empanelment with C & AG

Whether Empaneled with C & AG	Yes/No
If 'Yes' submit documentary evidence	Submitted / Not submitted
Empanelment No.	

Signature
Name of the CA firm
Seal of the CA firm

Annexure-V

Audit experience of Public Sector Undertakings (Central or State)

Sl. No	Name of the organization / Institution for which audit taken up	State PSU or Central PSU	Type of Audit taken up (Statutory/ Internal Audit)	Year/s of audit taken up	Turnover of the PSU in the year/s of Audit (Rs. in Crores)
1	2	3	4	5	6

Appointment letters of C&AG/ appointment letter from the PSU(Central or State) are to be submitted.

Signature
Name of the CA firm
Seal of the CA firm

Annexure-VI

Turnover of the Firm:

Name of the CA firm:

Sl.No	Financial year	Turnover of the CA firm (Rs. in Lakhs)	Type of Document proof submitted
1	2	3	4
1	2020-21		
2	2021-22		
3	2022-23		
4	Average annual Turnover of (3) years		

Note: Copies of Income Tax returns/Profit and loss accounts of the respective years to be submitted.

Signature
Name of the CA firm
Seal of the CA firm

Annexure-VII (A)

Audit of Zone 1(Head Office, Guntur, and Palnadu Districts):

Sl. No.	Location and Address of the CA firm office	No. of Professional Man power proposed for deployment	Qualifications of professionals proposed for deployment
1	2	3	4

Signature
Name of the CA firm
Seal of the CA firm

Annexure-VII (B)

Audit of Zone 2 to 7 (District and Sub Offices) in order of preference

Sl. No.	Preferred Segment for taking up Audit	Location and Address of the CA firm office (Firm should have its office in any one of the District of the preferred segment)	No. of Professional Man power proposed for deployment	Qualifications of professionals proposed for deployment
1	2	3	4	5

Signature
Name of the CA firm
Seal of the CA firm

Annexure-VIII (Check List)

S.No	Description	Details
1	Name and complete Address (with Pin number) and phone Number of the CA firm	Submitted/ Not submitted
2	Date of establishment of the firm	Submitted/ Not submitted
3	Firm Registration Certificate issued by ICAI	Submitted/ Not submitted
4	Firm Registration no. with ICAI	Submitted/ Not submitted
5	Name of the authorized Contact person and contact details like landline No, Mobile No, Email ID, etc.	Submitted/ Not submitted
6	No.of partners and practice of Chartered Accountants in the CA firm (Annexure – I)	Submitted/ Not submitted
7	Details of partners in Annexure-II	Submitted/ Not submitted
8	Availability of Professional Manpower (Annexure-III)	Submitted/ Not submitted
9	Empanelment with C&AG with empanelment No. (Annexure-IV)	Submitted/ Not submitted
10	Details of conduct of Audit and Internal Audit in PSUs (Central or State) (Annexure – V)	Submitted/ Not submitted
11	Year wise turnover of the firm for the last three financial years (Annexure – VI).	Submitted/ Not submitted
12	Audit of Segment 1 - Annexure – VII (A)	Submitted/ Not submitted
13	Audit of Segment 2 to 7 (District and sub offices) in order of preference of the CA firm - Annexure – VII (B)	Submitted/ Not submitted
14	PAN of the firm	Submitted/ Not submitted
15	GST No. of the firm	Submitted/ Not submitted
16	Any other relevant information	Submitted/ Not submitted

Signature
Name of the CA firm
Seal of the CA firm

ANNEXURE IX

DECLARATION THAT CA FIRM IS NOT BLACKLISTED BY
CENTRAL/ STATE GOVT./GOVT. AGENCIES/ICAI.

(To be submitted in the form of an affidavit)

Place:_____

Date:_____

To
The Managing Director
A.P. State Housing Corporation Limited,
Plat Nos: 11 & 12,
NirmaanBhavan, Auto Nagar,
Vijayawada – 520007,
NTR District, A.P,

Ref: EoI No. _____ Dated _____

Subject: Self Declaration of not been blacklisted in response to the NIT
for taking up Concurrent & Internal Audit of Andhra Pradesh
State Housing Corporation Ltd, for the financial years 2023-24
& 2024-25.

Dear Sir,

We confirm that our CA firm (Name of the firm) _____ is not
blacklisted in any manner whatsoever by any of the Central
Government/State Government/PSUs/Parastatal/Government agencies
and ICAI in India on any ground including but not limited to indulgence
in corrupt practice, fraudulent practice, coercive practice, undesirable
practice or restrictive practice.

Seal of the CA firm:

Authorized Signatory's Signature:

Authorized Signatory's Name and Designation:

Financial Bid

Name of the work: - Appointment of Chartered Accountant Firms as Auditors for taking up Internal Audit of Andhra Pradesh State Housing Corporation Ltd, for the financial years 2023-24 and 2024-25.

Zone / Segment No. ____

Consisting of 1) _____ 2) _____ offices.

I/we M/s..... do here by express our willingness to take up the aforesaid work as per the scope of work, terms and conditions as stipulated in the EOI document. I/we furnish our Fees quote per annum for the preferred segment as here under:-

Fee quoted per annum: Rs...../- (Rupeesonly)

Signature of the Authorized signatory
Seal of the CA firm

- Note: Audit Fees shall be quoted excluding GST.