

Tender for appointment of internal Auditor

TENDER NO.: 989/MPT- TENDER ID 2019STC_15664

Pre-Bid Meeting Queries and Answers dated 19/02/2019

Attendance

S No	Firm Name	S No	Firm name
1	Dassani & Associates, Indore Mr. Satyam jain	2	Fadnis & Gupte, Indore Mr. Shobhit jain
3	S. K. Lulla & Co, Gwalior Mr. Shivkumar Sharma	4	Laxmi Tripathi & Associates Mr. Vikas Mittal
5	Sandeep Mukherjee & Associates Mr yusuf Saify	6	Sumat K jain & Co, Bhopal Mr. Vijaindra Jain
7	Mishra Tiwari & Associates Ms. Disha Tanwani		
Point no	Queries	Authority response	
2.2.1	The Bidder should be a partnership firm, registered under Partnership Act, 1932	Please refer addendum S. No. (ii)	
2.2.3	The CA Firm must be in operation for at least Ten (10) years, (with at least one (1) office of operation located in Bhopal or in concerned region duly registered with ICAI and at least 1 Partner should sit regularly in such Office. The period of 10 years will be considered from the date of registration of the firm.	Please refer addendum S. No. (iii)	
2.2.5	Firm should have served as internal auditors for two (2) years during past five years with Government or Public Sector undertaking. As a proof the bidder firm required to submit a certificate in this regard from the client	please refer addendum S. no. (iv)	
2.2.6	The bidder should have office in the region for which the bidder is submitting his bid.	Please refer addendum S. No. (v)	
5.1	The Bidder shall furnish, as part of its Bid, an Earnest Money Deposit	Please refer addendum S. No. (i) and (vi)	

	(EMD) amount of Rs. 1,00,000/- (Rupees One Lakh only) to be submitted Online Only	
18.	In the event two or more bidder have same score in the final ranking	Please refer point No 18 of the tender document “Evaluation of Commercial Bid” The successful bidder shall be the bidder having the highest score. In the event two or more bidder have same score in the final ranking, the bidder with higher/highest technical score shall be considered as successful bidder. In the case two or more bidder have same score in the final ranking and technical score , the bidder with higher/ highest turnover in preceding year shall be considered as successful bidder

**ADDENDUM NO. 1 TO THE
TENDER FOR APPOINTMENT OF INTERNAL AUDITOR
TENDER NO.: 989/MPT- TENDER ID 2019STC_15664
DATED 19, FEBRUARY 2018**

THE FOLLOWING ARE THE MODIFICATIONS TO THE TENDER FOR APPOINTMENT OF INTERNAL AUDITOR						
THE DELETIONS FROM THE EARLIER TEXT OF THE REQUEST FOR PROPOSALS ARE INDICATED AS STRIKETHROUGHS AND THE ADDITIONS ARE UNDERLINED.						
Sl. No.	Clause No.	Provision of the Request for Proposals				
(i)	page no 2 point no 7 in Data sheet of Tender	<p>Page no 2 Point no 7 in Data sheet of Tender is revised as under :-</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Previous point</th> <th style="text-align: center;">Revised point</th> </tr> </thead> <tbody> <tr> <td>The Amount for EMD : Rs. 1,00,000.00 only (Rupees One Lacs only)</td> <td>The Amount for EMD : Rs. 25,000/- only (Rupees Twenty Five Thousand only)</td> </tr> </tbody> </table>	Previous point	Revised point	The Amount for EMD : Rs. 1,00,000.00 only (Rupees One Lacs only)	The Amount for EMD : Rs. 25,000/- only (Rupees Twenty Five Thousand only)
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(ii)	Page no 10 Point no 2.2.1 of tender document	<p>Page no 10 Point no 2.2.1 of tender document is revised as under :-</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Previous point</th> <th style="text-align: center;">Revised point</th> </tr> </thead> <tbody> <tr> <td>The Bidder should be a partnership firm, registered under Partnership Act, 1932 .</td> <td>The Bidder should be a partnership firm, registered with ICAI or any other statutory authority .</td> </tr> </tbody> </table>	Previous point	Revised point	The Bidder should be a partnership firm, registered under Partnership Act, 1932 .	The Bidder should be a partnership firm, registered with ICAI or any other statutory authority .
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(iii)	Page no 10 Point no 2.2.3 of tender document	<p>Page no 10 Point no 2.2.3 of tender document is revised as under :-</p> <table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">Previous point</th> <th style="text-align: center;">Revised point</th> </tr> </thead> <tbody> <tr> <td>The CA Firm must be in operation for at least Ten (10) years, (with at least one (1) office of operation located in Bhopal or in concerned region duly registered with ICAI and at least 1 Partner should sit regularly in such Office. The period of 10 years will be considered from the date of registration of the firm.</td> <td>The CA Firm must be in operation for at least Ten (10) years, duly registered with ICAI. The period of 10 years will be considered from the date of registration of the firm.</td> </tr> </tbody> </table>	Previous point	Revised point	The CA Firm must be in operation for at least Ten (10) years, (with at least one (1) office of operation located in Bhopal or in concerned region duly registered with ICAI and at least 1 Partner should sit regularly in such Office. The period of 10 years will be considered from the date of registration of the firm.	The CA Firm must be in operation for at least Ten (10) years, duly registered with ICAI. The period of 10 years will be considered from the date of registration of the firm.
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(iv)	Page no 10 Point no 2.2.5 of tender document	Page no 10 Point no 2.2.5 of tender document is revised as under :-		
		Previous point	Revised point	
		Firm should have served as internal auditors for two (2) years during past five years with Government or Public Sector undertaking. As a proof the bidder firm required to submit a certificate in this regard from the client.	Firm should have served as internal auditors for two (2) years during past five years with Government or Public Sector undertaking. As a proof the bidder firm required to submit required documents.	
(v)	Page no 10 Point no 2.2.7 of tender document	Page no 10 Point no 2.2.7 of tender document is deleted as under :- The bidder should have office in the region for which the bidder is submitting his bid.		
(vi)	Page no 11 Point no 5.1 of tender document	Page no 11 Point no 5.1 of tender document is revised as under :-		
		Previous point	Revised point	
		The Bidder shall furnish, as part of its Bid, an Earnest Money Deposit (EMD) amount of Rs. 1,00,000/- (Rupees One Lakh only) to be submitted Online Only. The EMD shall be refundable to unsuccessful bidder not later than 120 (one hundred and twenty) days from the Bid Due Date, except in case of the 2 Lowest-ranked bidders. The selected bidder's EMD shall be returned upon submission of performance security	The Bidder shall furnish, as part of its Bid, an Earnest Money Deposit (EMD) amount of Rs. 25,000/- (Rupees Twenty Five Thousands only) to be submitted Online Only for all region applied for. The EMD shall be refundable to unsuccessful bidder not later than 120 (one hundred and twenty) days from the Bid Due Date, except in case of the 2 Lowest-ranked bidders. The selected bidder's EMD shall be returned upon submission of performance security.	
(vi)	Page no 12 Point no 6.0 of tender document	Page no 12 Point no 6.0 of tender document is revised as under :-		
		6.0 preparation and submission of proposal		
		6.1 The Bidder shall submit their Proposals electronically on the portal: www.mptenders.gov.in . For participation in e-tendering, it is mandatory for prospective bidders to get registered on website www.mptenders.gov.in . Therefore, it is advised to all prospective bidders to get registration by making on line registration fees payment at the earliest.		

		<p>6.2 The Bidder shall submit the Bid in two Parts as below:</p> <p>I: Technical Bid The Technical Bid is to be uploaded to be submitted online only through the website www.mptenders.gov.in</p> <p>II. Financial Bid: The Financial Bid is to be submitted online only through the website www.mptenders.gov.in The Bidder shall submit its Financial Bid online only as per the prescribed format.</p> <p>6.3 As the area of operation of Company is spread widely, the various offices in each region are listed in Annexure VI. Revenue Audit of all the units shall be done for a block period of 3 years i.e. FY 2018-19 to FY 2020-21. Further, the System and Expenditure Audit for all the offices shall be done for a block period of 3 years i.e. from FY 2018-19 to FY 2020-21. As per Scope of Work. As the Books of accounts are maintained at all the units of the Company, the audit for the Books of Accounts need to be done half yearly for the financial year i.e. FY 2018-19 to FY 2020-21 as per Scope of Work .</p> <p>6.4 The Physical Verification of Store is to be done at the time of audit .</p> <p>6.5 The appointment of CA Firms shall be for a particular region, i.e. for all the offices in that region.</p> <p>6.6 The Bids shall be opened as per the schedule mentioned . If a bidder bids for more than one region and selected for one region then their bid for the other region shall not be opened as NO bidder shall be appointed as Internal Auditor for more than one (1) region.</p> <p>6.7 No partner of the firm should be employed or associated with MPSTDC in any capacity.</p>
(vii)	Page no 30 annexure VII of tender document	<p>Page no 30 annexure VII of tender document is revised as under :-</p> <p>The revised financial bid attached and corrected on website.</p>

Annexure VII
FORMAT FOR THE FINANCIAL BID
Financial Bid
(Envelope-C)

To,

The Managing Director,
Madhya Pradesh State Tourism Development Corporation,
Bhopal

Sub: Financial Bid for “Internal Audit for Head office /Region _____”

Dear Sir,

As a part of the Bid for Selection of firm for “Internal audit ” We hereby make the following financial offer (price Bid) to Madhya Pradesh State Tourism Development Corporation Limited for the work:

S.No.	Particular	Minimum Fees per year	Total fee per year
1	Head Office	71,000/-	
2	Jabalpur Region	2,34,000/-	
3	Bhopal region	78,600/-	
4	Indore Region	68,800/-	
5	Pachmarhi region	52,300/-	
6	Gwalior Region	47,600/-	
7	Khajuraho Region	1,56,600/-	

1. Evaluation will be done on the Total Quoted Fees for one years.
2. Any overwriting or erasing in the quotation shall render the same invalid.
3. These rates are exclusive of GST.
4. The expenses incurred on travelling of the staff of the Internal Auditor deployed on the project to any of the Field offices for the purpose of the Audit shall be bear by the firms.
5. For outside auditors accommodation shall be provided by the corporation.
6. For local auditors no accommodation shall be provided

We agree to be bind by this offer if we are selected as the preferred bidder.

Place.

Date.

SIGNATURE:
Name & Designation & seal of the Company