



## CORRIGENDUM -2

### **MADHYA PRADESH STATE TOURISM DEVELOPMENT CORPORATION LIMITED**

**Corporate Identification Number (CIN) – U63040MP1978SGC001445**

**Registered Office: Paryatan Bhavan, Bhad Bhada Road, Bhopal 462003**

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### **" Appointment of Internal auditor"**

**Tender No: 5593/B**

**19th June 2015**

Proposals were invited vide Tender No 5593 dated 6<sup>th</sup> June 2015 for "**appointment of Internal auditor**" from reputed Audit Firms having requisite expertise and experience in Internal Audit. After the prebid meeting, the replies to the queries raised by the bidders is uploaded on the web site.

**Managing Director**

With respect to Pre Bid Meeting held on 18/06/2015 for Tender No. 5593 dated 06<sup>th</sup> June 2015 “Appointment of Internal Auditor”. The reply to the queries raised by the bidders is as follows:

Sr No	Clause No	Clause details	Query	Reply
01	01	No specific mention	it is mentioned that one audit firm will be appointed for one region. I want to know that for how many region the financial bid can be submitted.	For all regions
02	06	<b>6.1.</b> All interested bidders are expected to submit, along with their Bid, Earnest Money Deposit (EMD) of Rs. 10,000 /-, in the form of DD / Bankers' Cheque, drawn on any scheduled bank in favour of Madhya Pradesh State Tourism Development Corporation Limited, payable at Bhopal.	Whether the EMD amount of Rs.10,000 is for all regions combinely or for each region separately.	For all regions because the work will be allotted for one region only. Incase of all regions submit financial bid separately for each region in separate envelope for each region. The technical document will be same for all regions.
03	Financial Bid		A firm has to bid for a whole region.	Yes and not for units.
04	Annexure 5	Category A, B, C, D	In Annexure-5 alphabets "A B C & D" have been used to denote unit categories. However, in the Introduction & Background "1 2 3 & 4" have been used. Please confirm that the category A=1,B=2,C=3 & D=4.	Please refer Corrigendum-1
05			Can a firm bid for multiple regions?	Yes
06	Financial Bid	1. Evaluation will be done on the Total Quoted Fees for two years.	In financial bid, do we need to quote fee for 2 years?	Yes

07	6	<b>6.1.</b> All interested bidders are expected to submit, along with their Bid, Earnest Money Deposit (EMD) of Rs. 10,000 /-, in the form of DD / Bankers' Cheque, drawn on any scheduled bank in favour of Madhya Pradesh State Tourism Development Corporation Limited, payable at Bhopal.	whether the EMD of 10,000 is for all regions or for one region.	For all regions.
08	3	<b>3.1</b> 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.	We have vast experience in Internal Audit in different Central & State Public Sector undertakings having PAN India exposure having a Branch at Sagar, M.P., but not at Bhopal. Under mentioned circumstances, whether we are eligible to apply?	No
09	Financial Bid	1. Evaluation will be done on the Total Quoted Fees for two years.	As per financial bid document, rate per unit is to be quoted and note 1 shows that evaluation will be done on total quoted fee for two years but it needs clarification whether rates to be quoted are on yearly basis or for two years.	For 2 years
10	3	<b>3.1</b> 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	As per para 3.1 of tender "CA firm must have 1 office in bhopal or in concern region" does it mean that if one is applying for delhi must have one office at delhi or bhopal and can a firm	Presently not asking for marketing offices.

		at least 1 Partner should sit regularly in such Office.	having office at Bhopal, apply for any RO? Also clarify whether a firm applying for more than one RO or MO would be required to deposit Rs.10000 EMD separately irrespective of whether it is applying for a RO or MO?	
11	3	<p>3.2 The CA Firm must be empanelled with C&amp;AG for the FY 2014-15, having a minimum of three (3) Fellow Chartered Accountants (FCA) and at least one (1) DISA/CISA qualified Chartered Accountant;</p> <p><b>3.4</b> The Firm should have average annual turnover of Rs. 10.00 Lacs in last three financial year.</p>	<p>Para 3.2 requires firm must have 3 fellow chartered accountants (FCA'S) and para 3.4 requires average annual turnover to be 10 lacs in last 3 years. As turnover of units to be audited is mostly upto 5 Cr. and minimum annual turnover of the CA firm should be 10 lacs, whether requirement of partners of the firm is 3 CA partners or 3 fellow CA's? As 10 lacs turnover is mostly achieved by small partnership and proprietorship firms. 2 or 3 FCA'S are usually required for audit of very big organisations having turnover of thousands crore, it is requested to kindly reduce this requirement as 3 CA partners with atleast 1 FCA. this will make the Bid more competitive and qualitative.</p>	Please refer tender document
12	14	The expenses incurred on travelling of the staff of the Internal	It has been mentioned in para 14 that travelling expenses of staff of internal auditor shall be	Yes, only for outside Head Office/ Branch Office not for local

		<p>Auditor deployed on the project to any of the Field offices for the purpose of the Audit shall be reimbursed at par.</p> <p>However, the TA Bill shall be reimbursed based on the travel slab applicable to the corresponding rank in the Company under the rules in force from time to time.</p>	<p>reimbursed as par. A clarity is required as to stay arrangement of audit staff whether stay facility shall be arranged by the corporation.</p>	
13		<p>qualification criteria 3.3 wherein requirement of experience of two years in past five years as internal auditor with government or Public Sector Undertaking is there.</p> <p>We would like to clarify that whether the appointment as <u>"concurrent auditor"</u> by government or Public Sector Undertaking would qualify as the appointment for <u>"internal auditor"</u>.</p>		Yes
14		<p>Kindly mention for which year audit is proposed. Whether it is for 2014-15 or 2015-16 or else.</p> <p>In the bid, it is provided no where.</p>		For the years 2015-16 and 2016-17
15	12	<p>12.2 Report shall cover the detailed scope of audit as per Annexure 3. The Internal Auditor</p>		Time period for annual report is increased from 30

		should ensure the applications of the Standards of Internal Audit (SIA) while performing the function of Internal Audit. The quarterly report to be submitted by the 30th of the month following the quarter/half year/year.		days to 45 days. For quarterly / half yearly reports the time period shall remain same as earlier.
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