

OFFICE OF THE PROJECT DIRECTOR ,ATMA , DHENKANAL

Expression of Interest (Eoi) for empaneled Chartered Accountant firms to conduct Audit of Accounts under PD ATMA and FIAC (All), Dhenkanal

Expression of Interest (EOI) is invited from comptroller & Auditor General empaneled audit firms for auditing of Accounts of the PD, ATMA and FIAC (All) of Dhenkanal district.

The Expression of Interest should indicate the audit Fees, taxes, TA/DA and accommodation charges if any separately with detail Bio data of the firm and it should reach at the office of the Chief District Agriculture Officer, Dhenkanal, Near Dhenkanal Bus Stand, Odisha-759001 in sealed envelope super scribed as ***Eoi for empaneled Chartered Accountant firms to conduct Audit of Accounts under PD, ATMA and FIAC (All) of Dhenkanal district by 14.05.2024 up to 1.00 pm*** through Regd./ Speed post only. **Proposals in e-Mail would not be entertained in this regard.**

The Eoi will be opened **16.05.2025 at 10.00 AM.** in the presence of selection committee constituted by the CDAO-cum-PD, Dhenkanal at the office of the CDAO, Dhenkanal.

The authority shall not be responsible for any sort of postal delay and the Eoi received beyond scheduled date and time shall not be entertained and out right to be rejected. The authority reserves all the right to cancel/reject any or all the EOI without assigning any reason thereof.

Terms and Conditions:

1. The Firm must be Odisha based and must have empaneled by C & AG / State AG.
2. The CA firm should have a minimum of Ten years' experience with sufficient staff to carry out the audit.
3. Preference will be given to the CA firms having adequate experience in auditing service sector projects implemented by Govt. & funded by Govt. or external agencies. For this the firm has to produce the relevant document supporting its experience.
4. The time period allowed for completion of audit work is 1 (One) Months or 30 days from date of issue of work order to successful CA firm.
5. The interested Chartered Accountant firms are requested to furnish EOI indicating fees, taxes, TA/DA and accommodation charges if any separately.
6. The firm must not have been blacklisted by any State/ Central Govt. organization/ institution. The authorized signatory must furnish an undertaking to this effect.
7. The rate quoted should be inclusive of GST and other related taxes. However, the TDS will be deducted from the bill amount as per the rules.
8. After completion of Audit of all the accounts payment will be made on submission of reports with bills and payment will be made in phases as per the available allotment

9. The authority reserves all the right to cancel/reject any or all the EOI without assigning any reason thereof.
10. The authority shall not be responsible for any sort of postal delay and the Eoi received beyond scheduled date and time shall not be entertained and out right to be rejected.
11. If the quoted price of more than one agency found to be equal, the committee reserves the right to take the final decision on it.
12. All firms are required to enclose the following documents.
- A copy of constitution certificates of firm issued by the ICAI containing inter-alia.
 - Date of information of the firms with a full time FCA.
 - Details of partners/ Sole Proprietor/ CA employees as on date of the firm.
 - A copy of the latest partnership deed in the case of partnership firms.
 - A copy of the acknowledgement of the IT return of the firm.
 - A copy of year wise annual turnover/ financial statement of the firm for at least 3 consecutive years i.e, 2021-22, 2022-23 and 2023-24 along with schedules.
 - Details of court cases/ arbitration cases/ or any other case pending against the firm.
 - Copy of the empanel code issued by C & AG/ State AG.
 - Copy of the experience certificates.
 - Details of service sector audit undertaken by the firm.
 - Copy of the GST registration certificate with latest GSTR-3B.
 - Copy of the PAN/ TAN.

11. Criteria for Selection:

CRITERIA	MARKS	
	Nos. of CAs in the firm	Up to 4
	More than 4	10 marks
Nos. of years of establishment of the firm	Less than 10 years	5 marks
	10-20 years	10 marks
	More than 20 years	20 marks
Turnover per annum	Less than 30 lakh	5 marks
	30 to 50 lakh	10 marks
	More than 50 lakh	20 marks
Audit experience (Last 10 years)	Govt. Audit each year	10 marks
	PSU. Audit each year	10 marks
	Both for each year	20 marks
Head Office	State Outside Odisha	5 marks
	In Odisha	10 marks
Experience of auditing district and Block ATMA Fund	Less than 5 years	5 Marks
	More than 5 years	10 Marks
Total		100 marks


Project Director , ATMA,
Dhenkanal