

Project / Assignment Title :- Appointment of Chartered Accountants firm for Internal Audit in 140 ULBs in Bihar

Minutes of Pre- Proposal Meeting

Project / Assignment Title :- Appointment of Chartered Accountants firm for Internal Audit in 140 ULBs in Bihar

Place :- Room No. 126 Conference Hall UD&HD, GoB

Date:- 16/01/2018 at 11:00 AM

S N	RFP Clause	Query Raised by Bidder	Response by Client / Department
1	<p>P.Puneet& Co.</p> <p>Eligibility Criteria for participating Chartered Accountants Firm: Firm should have more than 5 Chartered Accountants (including partners) as per ICAI certificate on NIT Date.</p>	<p>This is generally given to know the manpower strength of the organisation but when the Partner are scattered out of the place from where the tender is issued it will not solve the purpose . A firm may have only one partner for the place where the tender is issued and have several partners at other place and not available for the work .This clause can not give the real picture of the Strenth of the firm .</p> <p>Further Bihar is a less developed State with no Industrial Development and have smaller firms with less than 5 partners. In such cases big firms starts outsourcing to the smaller firms as the number of CA firms having more than 5 partners is very less in numbers .</p> <p>Request - To reduce the requirement of Chartered Accountants for this assignment to less than equal to five.</p>	<p>Firm should have two or more than two partners</p>
1	<p>A K Salampuria & Co.</p> <p>Completion certificate should be provided</p>	<p>Completion Certificate requirement should be replaced to Work Order</p>	<p>Notarized Self Declaration certificate will be required as work completion certificate but work order or copy of</p>

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			contract agreement must be submitted along with Self Declaration certificate.
2	Organisation should have Net-worth	Point of Net worth should be waived.	Acceptable
KRA & Co.			
1	In Data sheet Separate point has been given on DEAS assignment and Internal Audit assignment	With reference to the Appendix II, point no 2(b) and 2(c) to be merged as same is related to the DEAS experience and relevant is a internal audit tender	Not Acceptable
2	As per tech 2B, to support firm's experience, completion certificate to be attached.	Requested to allow work orders also, as in the audit, generally we do not get any such completion certificates	Notarized Self Declaration certificate will be required as work completion certificate but work order or copy of contract agreement must be submitted along with Self Declaration certificate.
3	RFP is silent on this matter	If a firm is selected for Internal Audit assignment and the same firm is working as a DEAS assignment for some of the common ULBs under the same group. Whether he is allow to conduct audit in the same ULBs in which same firm is DEAS consultant	CA Firms working under DEAS as a FLIA are not eligible for conducting the Internal audit under the same group of ULBs or Vice a versa
V Rohatgi & Co.			
1	Certificate from ICAI	Whether ICAI certificate as on NIT date or of any date prior to NIT date or as of current date can be attached.	ICAI certificate should be On the date of NIT. Prior period certificate also acceptable along with latest certificate.
2	AS per RFP following documents are to place in Envelop : (i) Envelope I: Bid Security, Cost of RFP Document (if any), and evidences of proving Bid Eligibility	Whether we have to again submit Bid Eligibility, whenever required	Bidder have to submit all the document related to eligibility criteria in Envelope -1 Technical Proposal, in Envelope -2, Financial Proposal should be separate in Envelop-3 and documentation fee should be Placed in separate envelope.
3	In The Evaluation of Financial Proposal Section following is mentioned: Financial Proposals will be reviewed to ensure these are: (i) complete, to see if all items of the corresponding Technical Proposal are priced; if not, for material omissions, the Client will price	Whether we are to quote lump sum fee or breakup of fees is also required to be mention in financial bid.	Bidder have to quote lump sum fee on ULBs wise. Excluding GST.

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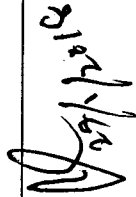
<p>them by application of the highest unit cost and quantity of the omitted item as provided in the other Financial Proposals and add their cost to the offered price, and correct any arithmetical errors. (ii) computational errors if there are these will be corrected; (iii) Other errors, such as activities which are shown as different time lines in technical proposal and different in financial; price for these will be based on the technical proposal.</p>		
<p>4 As per tech 2B, to support firm's experience, completion certificate to be attached.</p>	<p>Here is a requirement to submit Completion Certificate from Employer regarding experience but in practical we do not get any such completion certificate from Clients hence please drop the requirement of completion certificate.</p>	<p>Notarized Self Declaration certificate will be required as work completion certificate but work order or copy of contract agreement must be submitted along with Self Declaration certificate.</p>
<p>US Prasad & Co.</p>		
<p>1 As per tech 2B, to support firm's experience, completion certificate to be attached.</p>	<p>Completion Certificate requirement should be replaced to Work Order</p>	<p>Notarized Self Declaration certificate will be required as work completion certificate but work order or copy of contract agreement must be submitted along with Self Declaration certificate.</p>
<p>2 Organisation should have Net-worth</p>	<p>Point of Net worth should be waived.</p>	<p>Acceptable</p>
<p>Asija & Associates LLP</p>		
<p>1 Point No. 2-A of the Appendix –II to data sheet</p>	<p>Is there any threshold limit of the no. of years of experience or we can provide the experience of any prior period</p>	<p>Organisation should have Experience of any period after registration of firm</p>
<p>2 Point 4-B of Appendix –II to data sheet</p>	<p>Max marks given is 200, but when totalling the marks mentioned beside the sub-point, the sum total of 260 marks (Other Expert)</p>	<p>This is typographical error kindly read the marks as mention below; Total 250 Marks 30% i.e. 75 marks on general experience 60% i.e. 150 marks on Project Related Experience Up to 3 project 20% of 150 i.e 30 marks More than 3 up to 7 projects 60% of 150</p>

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				<p>i.e. 90 Marks</p> <p>More than 7 Projects 100% of 150 i.e 150 marks</p> <p>Revised data sheet is attached</p> <p>10% of 250 i.e. 25 marks on Full time and permanent employment</p> <p>Waived off</p> <p>The audit firms are appointed for ULBs internal audit not for BUDA, in this assignment maximum 7 CA firms or minimum 4 CA firms are required.</p> <p>Please take site visit before submitting the proposal</p> <p>It will depend upon no of transactions held in the ULBs, or CA firm can self - assess the situation of the ULBs</p> <p>UD&HD has started Double Entry Accounting system in some ULBs. Accordingly there is Manual as well as Computerised accounting system in ULBs</p>
3	Point 5 of Appendix -II to data sheet	Power point presentation		
4	Not related to RFP	Previously, there were 17 CA firms doing the Internal Audit of BUDA, how many firms are they planning to appoint this year		
5	Point no- 5 of Terms of reference (ToR) on page no 40, sub point (iii)	What are scheme running in ULBs? What are the periodicity of issuance of report of the scheme		
6	With reference to ToR	What is the generally the time taken at each ULB during each quarter in the audit period		
7	Not related to RFP	Accounting method used in ULBs, whether manual or computerised based on either DEAS or single entry		


 (Arbind Kumar) 12
 Joint Secretary cum
 Assistant Director, UD&HD


 29/1/2018

Principal Secretary,
 UD&HD