

1158

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"



Bihar Education Project Council

Shiksha Bhawan,
Bihar Rashtrabhasha Parishad Campus,
Saidpur – 800 004

E-tender (NIT) Reference No: BEPC/ RFP-ACCTS/176/2023-24/.....dt. 4.8.2023 dt. 21.7.23

NOTICE INVITING TENDER (NIT)

For

**Selection of Chartered Accountant & Cost Accountant Firm
for Conducting Concurrent Audit for the Financial Year
2023-24.**

e-Procurement Mode Only

<https://www.eproc2.bihar.gov.in>

158

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Table of Contents	
Section – 1: BACKGROUND - NIT	Page 03-11
Section – 2: INSTRUCTIONS TO BIDDER (ITB)	Page 12-17
Section – 3: EVALUATION OF TENDERS	Page 18-24
Section – 4: TERMS OF REFERENCE /SCOPE OF THE WORK	Page 25-27
Section – 5: ELIGIBILITY CRITERIA	Page 28-30
Section – 6: GENERAL TERMS & CONDITIONS	Page 31-37
Section – 7: FORMS /ANNEXURES	Page 38-52

1156

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Section – 1: BACKGROUND- NIT

- I. The Bihar Education Project Council (BEPC), popularly known as Bihar Education Project (BEP) was established in the year 1991 with the purpose of bringing about quantitative and qualitative improvement in the school education system in Bihar.
- II. At present, The Council is implementing prestigious Centrally Sponsored Scheme (CSS) namely "SAMAGRA SHIKSHA" towards its continuous effort to bring the power of education to rural, semi-urban and urban masses, especially to girls, disabled and children of deprived and downtrodden section of the society of the State.

The main objective of this scheme is to attain the goal of improving school effectiveness measured in terms of equal opportunities for schooling and equitable learning outcomes. It subsumes the three schemes of Sarva Shiksha Abhiyan (SSA), Rashtriya Madhyamik Shiksha Abhiyan (RMSA) and Teacher Education (TE).

The scheme has been developed and launched to from an integrated scheme on School Education SamagraShiksha from Pre-School to Senior Secondary Schools of the country. Grant is received from State Government, Central Government and others towards various primary and secondary educational programs and the same is applied to the eligible activities implemented through DPO / BRCs / URCs / CRCs / DIETs, BIETs, SMCs, SMDCs and KGBV's under this programme. The Funds are shared between the Government of India and State Government in the ratio of 60:40 under Samagra Shiksha.

III. OBJECTIVES

The Expenditure are incurred against various activities approved in the Annual Work Plan & Budget from funds released by the Government of India and the State Government covering the programme cost. A statement of expenditure based on actual amount spent under various interventions is sent to Government of India.



Devised by: Acctts Unit, BEPC





Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

The Programme Accounts (books of accounts) provide the basis for preparation of the PFS and are established to reflect the financial transaction in respect of the project as maintained by the project implementing agency Bihar Education Project Council, Patna.

The objective of the audit of the Programme Accounts (Programme Financial Statement {PFS}) is, on the basis of exercise such tests of accounting records, internal checks and control and other necessary audit of the accounts as per general principles and standard of audits of the Institute of Chartered Accountant of India, to enable the auditor to express a professional opinion as to whether:

The Programme Financial Statement give a true and fair view of the financial position of Samagra Shiksha, (All Implementing Agencies) programme and other fund of Govt. of Bihar at the end of each financial year and of the funds received and expenditure incurred for the accounting period ended 31st March, 2024 as reported by the Programme Financial Statement the funds were utilized for the purposes for which they were provided.

(a) The objectives of the Concurrent Audit include timely detection and rectification of :-

- (i) accounting errors;
- (ii) deviation from generally accepted accounting principles;
- (iii) non-compliance of instructions given by the State Office;
- (iv) non-adherence to norms of Samagra Shiksha, RTE, etc.;
- (v) erroneous bank transactions;
- (vi) non-reconciliation of bank accounts;
- (vii) previous year implemented scheme SSA & RMSA should be merge with Samagra Shiksha;
- (viii) erroneous reporting to the State Office; and
- (ix) errors in value of fixed assets;
- (x) delay in adjustment of advances; and
- (xi) non-accounting of liabilities

1154

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

- (b) The objective of the audit also is to expedite preparation of largely error-free accounts to be placed before the Statutory Auditors at an early date and to facilitate completion of the audit process for the year well in time.
- (c) Long pending issues are also sought to be settled with the advice of the auditors who, through the process of on-the-spot verification, will be in a better position to assess and express their opinion on and suggest ways and means of closure of such issues.
- (d) The auditor is expected to ensure that the funds received for various purposes are actually used for the purpose for which they are received.
- (e) Although the responsibility for detecting and preventing irregularities and frauds, remains with the Management of B.E.P.C., they are sought to be pre-empted to a large extent by frequent and regular verification of transactions but responsibility of the Auditor remains to the extent of timely reporting about any irregularities and fraud.
- (f) The audit is also expected to project the potential areas of risk and highlight the high-risk areas. Suggestions from auditors are also expected on ways and means of mitigating such risks.

IV. REPORTING AND TIMING

The reporting periods and reporting dates shall be as under:

Sl. No.	Name of units	Reporting Periods	Date of Submission		Remarks
			Soft Copy	Hard Copy	
i	BEPC (SLO)/ SCERT and DLOs	April 1 st , 2023 to 31 st July, 2023.	31 st August 2023.	31 st August 2023..	(a) Audit to be completed in single visit to the units. Unit wise monthly report to be submitted. Signed/Scan copy of audit report with schedules in PDF file (Soft Copy) and Two hard copy submitted to concerned unit. (b) The bill should be submitted with the receiving forwarding copy. Unless the bill payment processing shall not be made. (c) The appointed CA of all concerned DLO/SLO shall be co-operate to the Statutory Audit for the year 2023-24 as well as shall made compliance in the Draft Audit Report on spot.

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

					(d) Two hard copy of every units should be submitted in DLO, and the Soft copy will have to submit in SLO with all Annexure/ Statements.
ii	BEPC (SLO)/SCERT and DLOs	Rest of 09months on monthly basis commencing from 1 st August, 2023.	20 th day of the subsequent month	20 th day of the subsequent month	<p>(a) Each month's audit to be completed in one visit (Monthly) to the units. Unit wise monthly report to be submitted. Signed/Scan copy of audit report with schedules in PDF file (Soft Copy to SLO) and Two hard copy submitted to concerned units.</p> <p>(b) The bill should be submitted with the receiving forwarding copy. Unless the bill payment processing shall not be made.</p> <p>(c) The appointed CA of all concerned DLO/SLO shall be co-operate to the Statutory Audit for the year 2023-24 as well as shall made compliance in the Draft Audit Report on spot.</p>
iii	KGBVs	QuarterlyBasis commencing from April 2023 to March 2024.	For 1 st quarter 31 st August, 2023 and for 2 nd , 3 rd & 4 th quarter 20 th day of the subsequent quarter	20 th day of the subsequent quarter	<p>(a) Two hard copy of every units should be submitted in DLO, and the Soft copy will have to submit in SLO with all Annexure/ Statements.</p> <p>(b) The bill should be submitted with the receiving forwarding copy. Unless the bill payment processing shall not be made.</p>
iv	BRCs/CRCs, DIETs/BIETs, SMDC/SMCs	Yearly basis commencing from April 2023 to March 2024.	15 th June, 2024	30 th June, 2024	<p>(a) Two Hard copy of every Units should be submitted at DLO Level and the Soft copy will have to submitted in SLO with all annexure & statement.</p> <p>(b) The bill should be submitted with the receiving forwarding copy. Unless the bill payment processing shall not be made.</p>

***However date of submission of BEPC (SLO), SCERT & DLOs the Audit Report for the month of March 2024 will be 20th May 2024 & District wise and Zone wise Annual Consolidated Account Report will be submitted on 30th June 2024. (Soft copy SLO and Two Hard copy concerned DLO.)**

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

V. Transfer of RFP

The RFP Document is not transferable to any other bidder.

VI. Consortium and Joint Ventures

Consortium, Joint venture, AOP (Association of Persons), subletting, Sub-contracting and Outsourcing will not be allowed.

VII. Completeness of Response

Bidders are advised to study all instructions, forms, terms, requirements and other information in the RFP documents carefully. Submission of Proposal shall be deemed to have been done after careful study and examination of the RFP document with full understanding of its implications. The response to this RFP should be full and complete in all respects. Failure to furnish all information required by the RFP documents or submission of a proposal not substantially responsive to the RFP documents in every respect will be at the Bidder's risk and may result in rejection of its Proposal and forfeiture of the Proposal EMD.

VIII. Proposal Preparation Costs.

The bidder will bear all costs incurred in connection with the preparation and submission of the proposal and to bear any further pre-contract costs.

IX. Bidder Inquiries.

Bidder shall send their queries in the Pre - Bid Meeting.

X. Supplemental Information to the RFP

If State Project Director, Bihar Education Project Council, Patna, deems it appropriate to revise any part of this RFP or to issue additional data to clarify an interpretation of provisions of this RFP, it may issue supplements to this RFP. Any such corrigendum shall be deemed to be incorporated by this reference in to this RFP.

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

XI. State Project Director, Bihar Education Project Council, Patna's right to terminate the process

State Project Director, Bihar Education Project Council, Patna, may terminate the RFP process at any time and without assigning any reason. State Project Director, Bihar Education Project Council, Patna reserves the right to amend / edit / add / delete any clause of this Proposal Document. However this will be informed to all and will become part of Proposal / RFP.

XII. REQUEST FOR PROPOSAL

Request for proposal is hereby invited through e-tender from the firms of Chartered Accountants in the prescribed format for short listing such firms for conducting Concurrent Audit of the accounts of Samagra Shiksha erstwhile scheme, Primary Education (P.E), Secondary Education (S.E) and Teacher Education (TE), Other Centrally Sponsored Scheme and other Programmes being implemented by BEPC in the State of Bihar.

XIII. PERIOD OF AUDIT

The purpose of this assignment is the conduct of Concurrent Audit of accounts of the State and the District Units of B.E.P.C. for the financial year 2023-24.

XIV. UNITS CLUSTERED INTO ZONES-(Annexure-I)

I. The State, District Level Offices, Block level office, BRCs, KGBVs, CRCs, SMDC/SMCs of B.E.P.C. have been clustered into the following 10 Zones consisting of the SLO/DLOs indicated there against:

Zone I: [1]SLO,[2] SCERT, [3] DLO-Patna, [4] DLO-Jahanabad, [5] DLO- Nalanda.[6]Vaishali

Zone II: [1] DLO-West-Champaran, [2] DLO- East-Chaparan, [3] DLO-Sheohar, [4] DLO-Sitamarhi.

Zone III: [1] DLO-Samastipur, [2] DLO-Muzaffarpur, [3] DLO-Darbhangha

Zone IV: [1] DLO-Madhubani, [2] DLO-Supaul,[3] DLO-Saharsa, [4] DLO-Madhepura.

Zone V: [1] DLO-Arwal, [2] DLO-Aurangabad, [3] DLO-Gaya, [4] DLO-Nawada.

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

- Zone VI:** [1] DLO-Araria,[2] DLO-Kishanganj, [3] DLO-Purnia,
[4] DLO-Katihar.
- Zone VII:** [1] DLO-Gopalganj,[2] DLO-Saran, [3] DLO-Siwan,
- Zone VIII:** [1] DLO-Buxer,[2] DLO-Kaimur, [3] DLO-Rohtas,
[4] DLO-Bhojpur.
- Zone IX:** [1] DLO-Banka,[2] DLO-Bhagalpur, [3] DLO-Khagaria,
[4] DLO-Lakhisarai.
- Zone X:** [1] DLO-Sheikhpura,[2] DLO-Jamui, [3] DLO-Begusarai.[4]Munger

Note:- No. of implementing Agencies Zone wise & District wise as per Annexure-5

II. An eligible firm may apply with one financial bid. However, after completing the evaluation process contracts will be awarded to 10 firms i.e. one firm only for one zone.

XV. SUBMISSION OF PROPOSAL

To participate in the e-tendering process, the bidder/agency are required to get themselves registered with Bihar Government Centralized e-Procurement portal, i.e., <https://www.eproc2.bihar.gov.in>, may contact the helpdesk at the following address, "eProc 2.0 Help Desk Address: mjunction services limited, RJ Complex, 2nd Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. - Shastri Nagar, Patna 800 014, Bihar, Toll Free Number: 1800 572 6571, Email Id: Working Hours: 8AM to 7PM (All days in week except few selected state holidays)" or may visit the link <https://eproc2.bihar.gov.in> and also inform this to BEPC.

- XVI. Tenderer may also download the tender documents (a complete set of documents is available on website) from e-Procurement Portal (<https://www.eproc2.bihar.gov.in>) and submit its tender by using the downloaded document.
- XVII. Please note that auditors will issue a separate audit report for each district/ unit allotted to them.
- XVIII. The entire proposal shall be submitted strictly as per the format specified in this Request for Proposal. Proposal with deviation from this format shall be rejected. This Proposal should be submitted in English language only.

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

XIX. Schedule of Events

Sl. No.	Event Descriptions	Timeline
1.	Last date & time for submission (upload) of online bidding document.	16.08.2023 till 05:00PM , on the e-Procurement Portal (https://www.eproc2.bihar.gov.in)
2.	Time, Date of opening of Technical Bid	17.08.2023 at 03:00 PM on the e-Procurement Portal (https://www.eproc2.bihar.gov.in)
3.	Time, Date of opening of Financial Bid	To be announced later the e-Procurement Portal (https://www.eproc2.bihar.gov.in)
4.	Pre-bid meeting (Date , time & Venue)	02.08.2023 at 03:00 PM Venue:- Office of the State Project Director, Bihar Education Project Council, Shiksha Bhawan, Bihar Rashtrabhasha Parishad Campus, Saidpur – 800 004."
Note – i) Interested bidders may obtain further information about this Notice Inviting Tender (NIT) from the office of the State Project Director, BEPC. ii) No tender will be accepted after closing date and time in any circumstances.		

XX. The tender would be accompanied by Earnest Money Deposit (EMD) through online mode only. Tenders without EMD shall be summarily rejected.

XXI. The technical and financial bids must be submitted/uploaded through e-Procurement Portal (<https://www.eproc2.bihar.gov.in>) before the date and time specified in the NIT. The BEPC doesn't take any responsibility for the delay / Non-Submission of Tender / Non-Reconciliation of online Payment caused due to Non availability of Internet Connection, Network Traffic/ Holidays or any other reason."

XXII. The bidders shall submit/upload their eligibility and qualification details, Certificates as mentioned in the tender document, in the online standard formats given in e-Procurement Portal <https://www.eproc2.bihar.gov.in> at the respective stage(s) only.

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

- XXIII. The bidders shall upload the scanned copies of all the relevant certificates, documents etc., in support of their eligibility criteria / technical bids and other certificate /documents in the e-Procurement Portal <https://eproc2.bihar.gov.in>.
- XXIV. All prospective bidders may attend the Pre-bid meeting. The venue, date and time are indicated in Schedule of Events as in **Clause XIX** above.
- XXV. The EMD should be deposited on-line on or before the scheduled time as indicated in **Clause XIX above**, failing which the tenders will be treated as late tender and would be summarily rejected.
- XXVI. BEPC reserves the right to accept or reject any or all bids or change the terms and condition of NIT or cancel the NIT without assigning any reasons at any stage and time.
- XXVII. All further notifications/Corrigendum/Addendum, if any shall be posted on e-Procurement Portal <https://www.eproc2.bihar.gov.in> and shall be binding on all the bidders.
- XXVIII. Financial proposal submitted by the firm should be valid for 90 days.
- XXIX. The Non - Refundable tender document fee of rupees 5000/- (Five Thousand Only) shall have to be deposited through online mode.

147

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Section – 2: INSTRUCTIONS TO BIDDER (ITB)

I. General Instructions

- (a) The bidder should prepare and submit its offer as per instructions given in this section.
- (b) Instructions/ Guidelines for tenders for electronic submission of bids online have been mentioned below for assisting the prospective bidders to participate in e-tendering.
- (c) **Registration of Bidder:** To participate in the e-tendering process, the bidders/agencies are required to get themselves registered with Bihar Government Centralized e-Procurement Portal, i.e., <https://www.eproc2.bihar.gov.in>, shall contact the helpdesk at the following address, "eProc 2.0 Help Desk Address: mjunction services limited RJ Complex, 2nd Floor, Canara Bank Campus, Khajpura, Ashiana Road, P.S. - Shastri Nagar, Patna 800 014, Bihar, Toll Free Number: 1800 572 6571, Email Id: Working Hours: 8AM to 7PM (All days in week except few selected state holidays)" or may visit the link <https://eproc2.bihar.gov.in> and also inform this to BEPC.
- (d) **Digital Signature certificate (DSC):** Each bidder is required to obtain a class-II or Class-III Digital Signature Certificate (DSC).
- (e) The bidder can search & download NIT & Tender Documents electronically from computer once he logs on to the eProcurement Portal <https://www.eproc2.bihar.gov.in> using the Digital Signature Certificate. This is the only mode of collection for Tender Documents.
- (f) **Submission of bids:** Bids are to be submitted through online mode to the e-Procurement Portal <https://eproc2.bihar.gov.in> at a time for following activities – one while uploading documents for submission of technical bid & the other at the time of submission of Financial bid before the prescribed date & time as mentioned in **Clause XIX** in Notice Inviting Tender(NIT) using the Digital Signature Certificate (DSC). The documents will get encrypted (transformed into non-readable formats).

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

- (g) Before preparing the tender and submitting the same on the e-Procurement Portal <https://eproc2.bihar.gov.in>, the bidder should read and examine all the terms & conditions, instructions, checklist etc. contained in the Tender Documents. Failure to provide required information or to comply with the instructions incorporated in these Tender Documents may result in rejection of tender(s) submitted by bidders.
- (h) The tenders which are for only a portion of the components of the job /service shall not be accepted. (The tenders /bids should be for all components of the job /service.).
- (i) The agency/bidder shall indicate the Lump-Sum amount of Audit Fee together with TA/DA and other incidence cost associated therewith for all schemes excluding as per Goods and Service Tax Rules as mentioned in ToR/Scope of Work of the Notice Inviting Tender (NIT), for the service(s), it proposes under the contract. The rates quoted by the bidder shall be excluding of charges of other service charges and all applicable taxes, duties and levies **including Goods & Services Tax (GST)**. Other applicable taxes, if any, would be deducted at source, as per prevailing rates/rules. The financial bid(s) shall be quoted in the online mode only. If an agency/bidder quotes, "Nil" charges in consideration, the bid shall be treated as non-responsive and shall not be considered.
- (j) The technical bid (technical and financial details of the bidder/agency) shall be submitted before the last date & time of submission in online mode only. Tenders submitted after the stipulated date & time (closing date and time for uploading the tender as mentioned in the NIT/RF shall not be considered and would summarily be rejected.

II. Tendering Expense

The bidder shall bear all costs and expenditure incurred and/or to be incurred by it in connection with its tender including preparation, mailing and submission of its tender and subsequently processing the same. The Bihar Education Project Council (BEPC), in no case be responsible or liable for any such cost, expenditure etc. regardless of the conduct or outcome of the tendering process.

145

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

III. Language of the tender

The tender submitted by the bidder and documents relating to the tender shall be written in the English language. However, the language of any printed literature furnished by the bidder in connection with its tender may be written in any other language provided the same is accompanied by an English translation and, for purposes of interpretation of the tender, the English translation shall prevail. However, if the language of any of the printed document(s) submitted by the bidder is/are in "Hindi" language, then there is no need for providing an English translation of the same document, for interpretation.

IV. Amendments to the tender document

- (a) At any time prior to the deadline for submission of tenders, the BEPC may, for any reason deemed fit by it, modify the Tender Documents by issuing suitable amendment(s) to it.
- (b) Such an amendment will be notified on e-Procurement Portal <https://eproc2.bihar.gov.in> and the same shall be binding to all prospective Bidders.
- (c) Any bidder who has downloaded the tender document should watch for amendment, if any, issued on the above eProcurement Portal <https://www.eproc2.bihar.gov.in>. and the BEPC will not issue separate communication to them. The BEPC shall not be responsible in any manner if prospective Bidders miss any notifications placed on mentioned eProcurement Portal <https://eproc2.bihar.gov.in>.

V. Pre-Bid Meeting

- (a) In order to provide response to any doubt regarding terms and conditions, scope of work and any other matter given in the tender document, a pre-bid meeting has been scheduled to be held in the office of BEPC as per details given hereunder:

Date & Time:	02.08.2023 at 03:00 PM
Venue:	Office of the State Project Director, Bihar Education Project Council, Shiksha Bhawan, Bihar Rashtrabhasha Parishad Campus, Saidpur – 800 004."
Contact persons:	Shri Raman Kumar, CAO (I/c), BEPC – 85444 12166

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

- (b) During the pre-bid meeting, the clarification sought by representative of prospective bidders shall be responded appropriately. The Bihar Education Project Council (BEPC) shall upload written response on the eProcurement Portal <https://eproc2.bihar.gov.in> into such requests for clarifications, without identifying its source. In case required, amendments, in terms of Clause-V above shall be issued, which shall be binding on all prospective bidders.

VI. Earnest Money Deposit (EMD)

- (a) The tender shall be accompanied by Earnest Money Deposit (EMD) for the sum of Rs10,000/- (Rupees Ten Thousand only) and should only be paid through online mode only.
- (b) It may be noted that no bidder is exempted from deposit of EMD. Tenders submitted without EMD would be summarily rejected.
- (c) The EMD of unsuccessful bidder will be returned to them without any interest, after conclusion of the resultant contract. The EMD of the successful bidder will be returned without any interest, after receipt of performance security as per the terms of contract.
- (d) Earnest money is required to protect the BEPC against the risk of the Bidder's conduct, which would warrant the forfeiture of the EMD.
- (e) The EMD/ Bid Security shall be forfeited by the BEPC hereunder or otherwise, under the following conditions:
- If a bidder engages in a corrupt practice, fraudulent practice, coercive practice, undesirable practice, or restrictive practice
 - If a bidder withdraws its bid during the period of bid validity as specified in this bid document and as extended by the BEPC from time to time.
 - In the case of selected bidder, if it fails within the specified time limit to sign the contract and/or to furnish the Performance Security before signing the contract agreement within the period prescribed in the Letter of Intent (LoI).

1143

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

VII. Preparation of Tender

- (a) The Bidding documents shall be submitted in the mode as mentioned below: -

(1) Earnest Money Deposit (EMD)	Online Mode Only
(2) Technical Bid	Online (Cover-Technical Stage)
(3) Financial Bid(s)	Online (Cover-Cost Bid Stage)

- (b) Bidders are requested not to submit the hard copy of Financial Bid. In case the hard copy of financial bid is submitted the tender shall be straight away rejected. Also, uploading of the financial bid in prequalification bid or technical bid will result in rejection of the tender.
- (c) The tender documents shall be duly signed by the authorized person duly approved by the appropriate authority at the appropriate places as indicated in the tender documents and all other pages of the tender including printed literature, if any shall be initialed by the same person(s) signing the tender. The tender shall not contain any erasure or overwriting, except as necessary to correct any error made by the bidder and, if there is any such correction; the same shall be initialed by the person(s) signing the tender. The entire document being part of tender document should be page numbered. The Authorization Letter shall also be furnished along with the tender, as per the **Annexure-2**.
- (d) A person signing (manually or digitally) the tender form or any documents forming part of the contract on behalf of another shall be deemed to warranty that he has authority to bind such other persons and if, on enquiry, it appears that the persons so signing had no authority to do so, the BEPC may, without prejudice to other civil and criminal remedies, cancel the contract and hold the signatory liable for all cost and damages.
- (e) **Prices are to be quoted in the financial Bid format in online mode only.** The financial bid submitted in any other format will be treated as non-responsive. The bidder will be required to download the financial bid file, from e-tendering portal and quote the prices in prescribed format before uploading it. The bidder shall quote prices in all necessary formats.

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

- (f) The bidder must submit self-attested copies of the documentary evidences as required in the Eligibility/Pre-Qualification criteria through online mode on e-Procurement Portal <https://www.eproc2.bihar.gov.in> as detailed in the Section – 5: "ELIGIBILITY CRITERIA."

VIII. Tender Submission

- (a) The Bihar Education Project Council (BEPC) will open the tenders at the date and time as indicated in Section 1 - Clause XIX, of the Notice Inviting Tender (NIT). In case the specified date of tender opening falls on / is subsequently declared a holiday or closed day for the Bihar Education Project Council (BEPC), the tenders will be opened in online mode, on the next working day.
- (b) Technical evaluation of the Bid will be done on the basis of technical qualification criteria and documents mentioned (TECHNICAL BID) in Mandatory Documents Link present in the eProcurement Portal <https://www.eproc2.bihar.gov.in> failing which the bid will not be considered for technical evaluation.
- (c) The technical evaluation shall be done only on the basis of documents/papers submitted by the bidder on e-Procurement Portal <https://www.eproc2.bihar.gov.in>.
- (d) The financial bids of bidders whose Technical bids are found technically responsive and comply with the bid documents will only be considered for financial evaluation. The date of opening of financial bids shall be communicated to such bidders, who are technically qualified.
- (e) The date fixed for opening of financial bids, if subsequently declared as holiday by the BEPC, the revised date of schedule will be notified on the e-Procurement Portal <https://www.eproc2.bihar.gov.in> official website. However, in absence of such notification, the bids will be opened on next working day, time and venue remaining unaltered.
- (f) The price offered in the financial bid by the bidder/agency, shall be valid for the entire contract period. The price shall remain firm and will not be subject to escalation during the execution of the contract, for the entire contract period.

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Section – 3: EVALUATION OF TENDERS

I. Scrutiny of Tenders /Bids

- a) A detailed evaluation of the bids shall be carried out by the bid evaluation committee constituted by the BEPC to determine whether they are complete and meet the requirements as set forth in the NIT, i.e. whether the bidder is eligible and technically qualified as per criteria laid down in this NIT. The committee, will evaluate and compare the quotations determined to be substantially responsive i.e. whether bids;
- i. are properly signed? ;
 - ii. meet the eligibility/qualification criteria /requirements specified? ;
 - iii. confirms to the terms and conditions, and specifications? ; and
 - iv. are accompanied by the required securities and are valid for the period specified in the tender document.
- b) The bid, which do not meet the Eligibility Criteria/Technical Criteria are liable to be treated as non-responsive and shall have no access to the financial bids. The decision of the BEPC as to whether the bidder is eligible and qualified or not and whether the bid is responsive or not shall be final and binding on the bidders. Financial bids of only those bidders, who qualify on technical bid, will be considered, and opened.

II. Basis of Evaluation

- (a) Evaluation will be done on the basis of Technical basis 100 points will be given on Technical evaluation and Minimum qualification marks will be 60 points.
- (b) Such Proposals that are submitted in the prescribed format and fulfill all the VI eligibility criteria will be evaluated further and points will be awarded to the firm as per the following norms:

Sl. No.	Criteria	Basis of Evaluation	Points	Maximum Points
i.	Age of Firm	More than 10 years up to 15 years	6	15
		More than 15 years up to 20 years	10	
		More than 20 years	15	

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Sl. No.	Criteria	Basis of Evaluation	Points	Maximum Points
ii.	Full-time Partners'/CA/ Cost Accountant Employees' Association with the Firm (Maximum 6 partners marks)	In case of an FCA/Cost Accountant associated with the Firm for:		36
		● more than 1 year but up to 5 years	3*6	
		● more than 5 years but up to 10 years	5*6	
		● more than 10 years	6*6	
		In case of an ACA/Cost Accountant associated with the Firm for:		
		● more than 1 year but up to 5 years	3*6	
		● more than 5 years	5*6	
iii.	Number of Semi-qualified Staff	Staff, Articled/Audit Clerks employed by the firm who have passed the Intermediate/PE-II/PCC/IPCC Examination of the ICAI/CMA..		15
		● more than 5 but up to 8	5	
		● More than 8 but up to 11	10	
		● more than 11	15	
iv.	Average Annual Turnover	● From 20 Lac and up to 35 Lac	12	20
		● More than Rs.35 Lac and up to 45 Lac	15	
		● More than 45 Lac	20	
v.	Head Office & Branch Office	Firm has Head Office in any other city of Bihar.	4	7
		Firm has Head Office in Patna	7	
vi.	Past Experience in similar assignment i.e Concurrent Audit	Completed at least 1 but less than 3 concurrent audit assignments of Central/State Govt. Organizations in the past	4	7
		Completed 3 or more concurrent audit assignments of Central/State Govt. Organizations in the past	7	
Maximum Total Points				100

Note:

1. In case of merger, the partners of the merging firms will be assigned points after one year from the date of merger.
2. If the FCA is more than one year but association with a firm is more periods then their points will be considered in the FCA category adding the period of association as ACA also.

139

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

(c) State Project Director, Bihar Education Project Council, Patna shall evaluate Financial Proposals of eligible bidders. If there is a discrepancy between words and figures, the amount in words shall prevail. For any other calculation / summation error etc. the proposal may be rejected.

All marks will be given rounded up to two decimal points. The bidder getting the Maximum combined score out of 100 above a specified cut-off score will be short listed for further consideration.

III. Bid Clarification

- a) The BEPC reserves the right to ask for a technical elaboration/clarification in the form of a technical presentation/evidence from the bidder on the already submitted Technical Proposal at any point of time before opening of the Financial Proposal. The bidder shall furnish the required information to the BEPC and its appointed representative or the third-party agency as the case may be, on the date asked for, at no cost to the BEPC. The BEPC may at its discretion, visit the office / Operational Center being run by the bidder, any time before the issue of Letter of Intent.
- b) No further discussion/interface will be held with the bidder whose bid has been technically disqualified / rejected.

IV. Discrepancies in Prices

If there is a discrepancy between the amount expressed in words and figures, the amount in words shall prevail. If the bidder does not agree to the observation of the purchase committee, the tender will be summarily rejected.

V. Fraudulent & Corrupt Practices

- a) The bidder and their respective officers, employees, agents, and advisers shall observe the highest standard of ethics during the Selection Process. Notwithstanding anything to the contrary contained herein, the BEPC may reject the bid without being liable in any manner whatsoever to the bidder if it determines that the bidder has, directly or indirectly or through an agent, engaged in corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice in the Selection Process.

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

- b) Without prejudice to the rights of the BEPC hereinabove, if a Bidder is found by the BEPC to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice during the Selection Process, such Bidder shall not be eligible to participate in any tender or RFP issued by the BEPC during a period of 5 (Five) years from the date such Bidder is found by the BEPC to have directly or indirectly or through an agent, engaged or indulged in any corrupt practice, fraudulent practice, coercive practice, undesirable practice or restrictive practice, as the case may be.
- c) For the purposes of this Clause, the following terms shall have the meaning hereinafter respectively assigned to them:
- i. **"Corrupt practice"** means (i) the offering, giving, receiving, or soliciting, directly or indirectly, of anything of value to influence the actions of any person connected with the Selection Process (for avoidance of doubt, offering of employment to, or employing, or engaging in any manner whatsoever, directly or indirectly, any official of the BEPC who is or has been associated in any manner, directly or indirectly, with the Selection Process.
 - ii. **"Fraudulent practice"** means a misrepresentation or omission of facts or suppression of facts or disclosure of incomplete facts, in order to influence the Selection Process.
 - iii. **"Coercive practice"** means impairing or harming or threatening to impair or harm, directly or indirectly, any person or property to influence any person's participation or action in the Selection Process.
 - iv. **"Undesirable practice"** means (i) establishing contact with any person connected with or employed or engaged by the BEPC with the objective of canvassing, lobbying or in any manner influencing or attempting to influence the Selection Process; or (ii) having a Conflict of Interest, and
 - v. **"Restrictive practice"** means forming a cartel or arriving at any understanding or arrangement among Bidders with the objective of

137
Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

restricting or manipulating a full and fair competition in the Selection Process.

VI. PERFORMANCE SECURITY

- a) 5% with GST as performance security of the total bid/contract value will have to be deposited in form of **Bank Draft in favour of State Project Director, Bihar Education Project Council, Payable at Patna**, by the lowest evaluated responsive bidder before the award of work (valid till at least 30 days from the date of expiry of defect liability period)
- b) The performance security will be refunded only after the expiry of Guarantee/Warranty period as specified in the bid-document/agreement.
- c) The performance security deposit shall be forfeited in case any terms and conditions of the contract/agreement are infringed or the bidder fails to complete the work in time.

VII. FINANCIAL EVALUATION AND AWARD OF CONTRACT

- a) The BEPC reserves the right to accept in part or in full any tender or reject any tender(s) without assigning any reason or to cancel the tendering process and reject all tenders at any time prior to award of contract, without incurring any liability, whatsoever to the affected bidder(s).
- b) Only those firms that are deemed to be technically qualified as per II (a), i.e. firms having secured 60% i.e. 60 points or more in the technical evaluation will be considered for financial evaluation. The price bid of all bidders securing 60 and above marks shall be opened and accordingly L-1 price to be discovered among the technically responsive bidder(s). The work shall be awarded Zone wise on L-1 (Lowest Bidder's Price) only as per the following illustrated table:-
 - i. L-1 bidder awarded to Zone-I
 - ii. L-2 bidder awarded to Zone-II
 - iii. L-3 bidder awarded to Zone-III
 - iv. L-4 bidder awarded to Zone-IV
 - v. L-5 bidder awarded to Zone-V
 - vi. L-6 bidder awarded to Zone-VI
 - vii. L-7 bidder awarded to Zone-VII

126

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

- viii. L-8 bidder awarded to Zone-VIII
- ix. L-9 bidder awarded to Zone- IX and
- x. L-10 bidder awarded to Zone-X

All above 10 bidders shall be mandatorily required to work at L-1 price only. The Rate quoted by L-1 bidder in Part-A, B & C of Financial Proposal Format will also mandatorily applicable for all responsive bidders. Failing to accept this clause shall result in rejection of the bid of aforesaid bidder(s) and the work would be awarded to L-11 bidder and /or the remaining technically successful bidders.

- c) B.E.P.C. shall notify those firms whose proposals did not meet the minimum qualifying mark or were considered non-responsive for any other reason that their Financial Proposals will be returned unopened after completing the selection process. B.E.P.C. shall simultaneously notify the firms that have secured the minimum qualifying points, indicating the date and time set for opening of Financial Proposals. The notification may be sent by electronic mail or telephone.
- d) The State Project Director, BEPC will notify the lowest responsive bidder price (L1) in writing and its proposal shall be abiding by all responsive bidders.
- e) All finally 10 successful bidders shall within 7 days of issue of the Letter of Intent (LoI), submit his acceptance and contract agreement to be executed.
- f) Negotiations, if required, will be held with the lowest Bidder only at the office of the BEPC. The committee's decision would be final and binding to the Bidders.
- g) The BEPC reserves the right at the time of Contract award and/or during validity of contract, to increase or decrease the scope of services without any change in unit price or other terms and conditions.
- h) The successful bidder must furnish to the BEPC the required Performance Security (PS) as specified in the NIT, before executing the contract/signing of the contract agreement positively failing which the EMD will be forfeited and the award will be cancelled and bidder may also be blacklisted.
- i) The contract agreement will be signed between Bihar Education Project Council, Patna and the selected bidder and will be required to be signed within 21 days of the issue of the Letter of Intent (LoI). The stamp duty and registration charges, if

135

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Any levied by the Central or State governments or any other statutory body, payable on the Agreement will be borne by the selected service provider/bidder.

- j) In case of same price quoted by Responsive Bidders, the decision will be taken on the basis of date of Establishment of Firm for selection of Zone. Priority will be given to the Firm whose date of Establishment is earlier.

(a) PENAL PROVISIONS

The following penalties are leviable for delayed submission of reports:

Sl. No.	Extent of Delay	Penalty
i.	Up to 5 days of delay beyond the reporting dates stated in Section – 1(iv) above	Deduction of 10% of the agreed fee for the deliverable.
ii.	For delay of more than 5 days beyond the reporting dates stated in Section – 1(iv) above	Deduction of 20% of the agreed fee for the deliverable.
iii.	In case of inordinate delay above 10 days beyond the reporting dates stated in Section – 1(iv) above	Deduction of 30% of the agreed fee for the deliverable, B.E.P.C. may decide on other disciplinary actions as well.
iv.	In case of delay above 20 days beyond the reporting dates stated in Section – 1(iv) above	40%
v.	In case of delay above 30 days beyond the reporting dates stated in Section – 1(iv) above	50%

- (a) *The appointed firm has no right to any arbitration in this matter*
- (b) *However, B.E.P.C. Management may decide to waive the penalties indicated above if it is proved to its satisfaction that there was reasonable cause for such delay beyond the control of the appointed firm.*

1134

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Section – 4: TERMS OF REFERENCE /SCOPE OF THE WORK

In conducting the Audit, attention should be given to the following:

- a. All funds have been used in accordance with the condition of the relevant financial norms and financial regulations with due attention to economy and efficiency, and only for the purpose for which the financing was provided.
- b. Generally accepted accounting principles are followed by all entities who are authorized to incur expenditure under Samagra Shiksha, other fund of Govt. of Bihar.
- c. Goods, works and services financed have been procured in accordance with relevant provisions of the Procurement Procedure prescribed for the purpose. Proper documents, namely, purchase orders, tender documents, invoices, vouchers, receipts, pay bills, TA bills etc. are maintained and linked to the transactions and retained till the end of the Programme.
- d. All necessary supporting documents, records and accounts have been kept in respect of all programme expenditure including expenditure covered by Statement of Expenditure. Clear linkages should exist between the books of accounts and reports presented to the Government of India and the State Government.
- e. Expenditure incurred under Samagra Shiksha, is strictly in accordance with the financial norms prescribed in the Samagra Shiksha framework or any other clarifications issued from time to time. The expenditure statements / financial statements included in the statement of expenditure of the relevant period represent a true and fair view or implementation and operations of the programme at the end of the financial year and of resources and expenditure for the year ended on that date.
- f. Expenditure is incurred with reference to the budget allocation approved by the PAB. In case the budget allocation is exceeded proper re-appropriation duly approved by the competent authority has been obtained. The CA should point out expenditures activity-wise that exceeded the budget allocation.
- g. Samagra Shiksha, funds are used efficiently and economically to the purpose for which they are intended.
- h. Reconciliation of Bank Statements and accounts is regularly carried out on a monthly basis.

133

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

- i. The C.A. firm appointed for the audit should also look into the position of audit compliance of previous audit objections / observations raised in the previous audit report, if any. The audit report should include a separate Paragraph on compliance of previous years' audit objections/observations.
- j. The audit should cover the accounts of State Implementing Society, all State level , District level, Block level, SMDC/SMCs Offices.
- k. The C.A. firm appointed for the audit should be required to give adequate coverage of procurement process and reflection of same in the audit report.
- l. The C.A. firm appointed for the audit should be required to certify of only those expenditures, which are supported by expenditure statements/ Utilization Certificates/ Vouchers etc. as per the provision of Para 6.1.6 of the Manual on Financial Management and Procurement, and budget allocations for the same exists in the approved AWP&B for the year 2023-24. The expenditure certified by the audit should be as per the activity heads under which allocations has been approved by Project Approval Board.
- m. The audit report should include the details of unadjusted outstanding advance year wise. These should not be certified as expenditure but shown as advances only.
- n. The audit will undertake verification of ALL IAS transactions undertaken by the SLO/DLOs, DIET, BIET, BRC, CRC, SMDCs/SMC during the reporting period and ensure proper accounting thereof in the Tally Accounting System.
- o. The MIS and other reports sent by the DLOs to the SLO and other departments must be in consonance with the books of account.
- p. Special attention must be paid to booking and adjustment of prior period items and old outstanding items.
- q. A partner CA / Cost Accountant employee of the firm must visit concerned DLO/SLO once in a month.
- r. The audit will report any matter not covered by the above that in their opinion it requires the attention of the management.
- s. If there is lacking in the report of the auditor, B.E.P.C. shall withhold 20% of the invoice value until it is complied in the next report.
- t. Audit will be conducted only all those Implementing Agencies (IAs) who have done transaction during the period.

132

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

u. Audit of All Ias (Excluding SLO, DLO, SCERT, DIET) will be perform at BLO/BRC.

I. Duration for the Audit Work

- (b) The duration of the Audit work would be for the period of one financial year only from the date of execution of the Work Order.
- (c) If the agency fails to comply with any of the clauses of the Agreement or services are found unsatisfactory, the BEPC will issue notice for necessary ratification/improvement in full satisfaction of the agency within a period not more than 30 days. In case the desired ratification is not done within the stipulated time, the first Party may terminate the agreement by giving 15 days advance notice to the Second Party. In such case, the First Party shall not be liable to make any payment of any charges from the date of issue of the first notice for ratification.

I. PAYMENT TERMS: -

The payments arrangements under this project are as follows:

- (a) Invoices raised at the contracted value for each deliverable must accompany the deliverable.
- (b) All Payments will be subject to deduction of Income Tax, GST and any other tax prevailing / applicable at the time of payment.
- (c) In bills all taxes should be shown separately.
- (d) No advance payment shall be made.
- (e) No interest would be payable on delayed payments. However, BEPC would normally make every possible effort to make payments promptly.

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Section – 5: ELIGIBILITY CRITERIA (Pre- Qualification Criteria)

1. BASIC CRITERIA FOR THE CONCURRENT AUDITOR FOR PARTICIPATING IN PROPOSAL PROCESS

- a. The firm must have been empaneled with the Institute of Chartered Accountant of India (ICAI) or Institute of Cost Accountant of India.
- b. The firm must have been in existence for at least 10 years register with ICAI / CMA before 31.01.2023.
- c. The firm's average annual turnover* of the last 3 Financial Year not be less than Rs. 20.00 lakhs i.e. F.Y. 2019-20, 2020-21 and 2021-22.
- d. The firm must have experience of working in all at least 01 Govt./PSU assignment for Concurrent Audit in preceding 04 years between F.Y. 2019-20 to 2022-23.
- e. The firm must have goods and service tax registration.
- f. The firm must have filed income tax Returns for preceding 03 years for the F.Y. i.e. 2019-20, 2020-21 and 2021-22.
- g. The firm must have audit team, of minimum 06 (Articles /audit clerk) and other audit staff who have qualified the Intermediate/ PE II/PCC/IPCC Examination of the ICAI / CMA.
- h. It is necessary to have at least minimum 04 full time chartered accountant / Cost Accountant / Partners/Employees as on 31.01.2023 or thereafter in the firm.
- i. The head office of the firm must be in the State of Bihar.
- j. The Firm who has conducted the Concurrent Audit of Bihar Education Project Council, Patna continues for three year, will not be entitled for Concurrent Audit in F.Y. 2023-24.
- k. The C.A. Firm who has conducted the Statutory Audit of Bihar Education Project Council, Patna for the year 2022-23, will not be entitled for Concurrent Audit in the F.Y. 2023-24.

All the documentary proof of above must be submitted in Technical Bid.

- (i) Turnover shall mean Gross Professional Earnings as per the Profit & Loss Account of the year.
- (ii) When the firm will not submit the P&L A/C for the F.Y. 2019-20, 2020-21 and 2021-22, then average amount will be calculated for determining the average annual turnover of Rs. 20lacs. Suppose the firm Submit 2 years P&L

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

A/C and its turnover come to 60lacs then for marking criteria it will be in the slab of 20lacs & up to 35lacs. (i.e. 60/3)

(D) IN ADDITION, THE BIDDER MUST UPLOAD FOLLOWING DOCUMENTS REQUIRED FOR EVALUATION:-

Sl. No.	Documents to be Submitted	Documentary Proof Required.
01	Impaneled of the Firm	Firm Constitution Certificate issued from ICAI / CMA as on 31 st January, 2023 or latest.
02	(e) Date of formation of the firms. (ii) Particulars of Head Office & Branches. (f) Details of partners / (FCA, ACA & associated with the firm, Employees as on 31 st January, 2023) date of joining the firm, date of becoming FCA, and their other interest, if any. (iv) Details of merger or demerger partners.	(g) Copy of Firm Constitution Certificate of the firm issued from the ICAI / CMA as on 31.01.2023 or latest. (ii) Firm Details – as per Annexure 3 (i) (h) Undertaking – as per Annexure 3 (ii) (iv) Details of Full Time Partners of the Firm – as per Annexure 3 (iii) (v) Details of Part Time Partners of the Firm – as per Annexure 3 (iv) (vi) Details of Full Time Chartered Accountant/Cost Accountant/Employees – as per Annexure 3 (v) (vii) Particulars of Branches / Head Office – as per Annexure 3 (vii)
03	Annual Turnover	Copies of financial statement of the firm along with schedules for the F.Y. 2019-20, 2020-21 and 2021-22.
04	Engagement in any Concurrent Audit of PSUs / Govt. Companies / Corporations etc.	Copies of work order (Signed Letter) between the F.Y. 2019-20 to 2022-23 and as per Annexure 3 (viii).
05	Goods and Service Tax Registration.	Copy of Goods and Service Tax Registration (GST).
06	Acknowledgement of the IT return of the firm.	A copy of the Acknowledgement of IT return of the firm for the F.Y. 2019-20, 2020-21 and 2021-22.
07	Articles/Audit Clerks and other audit staff presently working in the firm.	Declaration about details of article Clerk/Audit Staff as per Annexure – 3 (vi)
08	Details of court cases / arbitration cases / or any other case pending against the firm and partner.	Self-Declaration as per Annexure 04.
09	Partnership Deed	Copy of the latest Partnership Deed.

1129

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

The Technical proposal received must be strictly in the format prescribed in Section 5 (2) and will first be checked against the eligibility criteria listed in above. In case the format of the proposal differs materially from the prescribed format or the firm fails to meet any one or more of the criteria listed above the proposal shall be declared as "Non – Responsive" and the evaluation process in respect thereof will not be continued any further.

1128

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Section – 6: GENERAL TERMS & CONDITIONS

(a) Acknowledgment copy

Signing and returning the acknowledgment copy of a contract issued by or beginning work under that contract shall constitute acceptance of a binding agreement between BEPC and the Successful bidder.

(b) Legal Status.

The Successful bidder shall be considered as having the legal status of an independent successful bidder vis-a-vis the State Project Office. The Successful bidder's personnel shall not be considered in any respect as being the employees or agents of the State Project Office/District Project Offices of BEPC.

(c) Successful bidder's Responsibility for Employees

The Successful bidder shall be responsible for the professional and technical competence of its employees and will select, for work under this Contract, reliable individuals who will perform effectively in the implementation of the Contract, respect the local customs and conform to a high standard of moral and ethical conduct.

(d) Source of Instructions

The Successful bidder shall neither seek nor accept instructions from any authority external to The Bihar Education Project Council in connection with the performance of its services under this Contract. The Successful bidder shall refrain from any action which may adversely affect the Bihar Education Project Council and shall fulfill its commitments with the fullest regard to the interests of the State/District Project Office.

(e) COPYRIGHT, PATENTS AND OTHER PROPRIETARY RIGHTS

The Bihar Education Project Council shall be entitled to all intellectual property and other proprietary rights including but not limited to patents, copyrights and trademarks, with regard to documents and other materials which bear a direct relation to or are prepared or collected in consequence or in the course of the execution of this

127

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

contract. At the Bihar Education Project Council's request, the successful bidder shall take all necessary steps, execute all necessary documents and generally assist in securing such proprietary rights and transferring them to The Bihar Education Project Council in compliance with the requirements of the applicable law.

(f) TERMINATION / CANCELLATION / AMENDMENT OF CONTRACT

1. BEPC may terminate this Agreement and Blacklist/Debar the vendor, in case of occurrence of any of the events specified below. In the event of such an occurrence, the First Party may give not less than 30 days written notice of termination to Second Party.
 - (i) If the vendor is in material breach of its obligations pursuant to this Agreement and has not remedied the same within 30 days.
 - (j) If the vendor becomes insolvent or goes into compulsory liquidation
 - (k) If the vendor, in the judgment of BEPC, has engaged in corrupt or fraudulent practices in competing for or in executing the contract
 - (l) If the vendor submits to BEPC a false statement which has material effect on the rights, obligations, or interests of the BEPC.
 - (m) If the vendor places itself in position of conflict of interest or fails to disclose promptly any conflict of interest to the BEPC.
 - (n) If the vendor fails to provide Quality services as envisaged under this Agreement.
 - (o) Serious discrepancy and delay in delivery of services or the performance levels agreed upon, which might have an impact on the functioning of the project.
 - (p) Failure of the vendor mobilize manpower, follow local laws, clumsy execution of work, and total disregard to public safety and its own employees.
 - (q) Failure to abide by any lawful directions of the BEPC.

Note: - Blacklisting/Debarment of the vendor shall be natural consequence of the termination. The Blacklisting/Debarment shall be for such a period as may be specified by the BEPC. Provided that before placing the vendor in the blacklist, with or without the termination of the contract, BEPC shall issue a notice given 15 days of time to the vendor.

126

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

2. **Penalties:** - The BEPC may impose a suitable penalty of the vendor of the failure of such activities as mentioned above. Such penalties shall be deducted from the pending bills/bank guarantee of the vendor. However, the BEPC shall issue a notice given 15 days of time to the vendor before imposing such penalty.

3. **Termination Payments:** - These payments shall mean the amount of payment by either party to the other party upon termination. Upon termination of the contract, the BEPC may encash and appropriate the performance security/bank guarantee etc. BEPC may clear outstanding dues of the sub-vendors of the second party out of such encashment and/or from the pending bills of the second party. After clearing such liabilities, any valid dues of the second party may be paid thereafter.

4. **Blacklisting without termination:** - BEPC may blacklist the vendor without terminating the contract for any of the failures or acts of commissions or omissions under this Agreement.

5. **Foreclosure with Mutual consent:** -

- a. Without prejudices to any provisions of this agreement, BEPC and the vendor may foreclose this agreement by mutual consent in circumstances which does not constitute either party's default without any liability or consequential future liability for either party.
- b. Should a Party intend to foreclose this Agreement by mutual consent, the intending Party shall issue a notice to the other Party and upon issuance of such notice, the other Party may within 15 days from receipt of such notice either agree to such foreclosure or raise objection(s) to the same by intimating either of the two possible positions to the intending Party in writing.
- c. In either case of the other Party agreeing to the proposed foreclosure or otherwise, the Parties may negotiate the proposed foreclosure and sign a Supplementary Agreement for foreclosure to the main Contract Agreement within 30 (thirty) days of the date agreeing by both Parties. Foreclosure shall not come into effect unless and otherwise Supplementary Agreement is signed.
- d. Any attempt or endeavour for foreclosure by mutual agreement shall be without prejudice to the rights and obligations of the Parties herein and the factum of such an

125

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

attempt or exercise shall not stop either of the Parties from discharging their contractual obligations under this Agreement.

- e. For the avoidance of doubt, it is clarified that such foreclosure will be without prejudice to the Vendor and shall not affect the Vendor in any way if it wishes to bid in future projects of BEPC.

6. Transition and Exit Plan:

- a. The vendor shall ensure that the transition is smooth in case the contract is terminated or foreclosed with mutual consent. In addition to the cancellation of contract, BEPC reserves the right to charge appropriate penalties and liquidated damages from the selected agency. Further: -
- b. All risks during transition stage shall be properly documented to ensure smooth transition without any service disruption.
- c. The transition plan along with the period shall be mutually agreed between vendor and BEPC when the situation occurs. Vendor shall be released from the project once successful transition is done.
- d. After termination of the contract either during its pendency or on its expiry, the appointed firm shall return and not retain any materials/documents that are the property of B.E.P.C. save and accept copies of such materials/documents that validly form the audit working papers or audit documentation as per the relevant Standards on Auditing issued by the ICAI.
- e. After the termination the B.E.P.C. may appoint another CA/CMA. Firm having next highest rank for the concerned Zone at their quoted rate or rate quoted by terminating firm whichever is lower.
- f. The contract for carrying out concurrent audit of the respective Zone of B.E.P.C. covers the reporting period from April 1, 2023 to March 31, 2024 only. B.E.P.C. at its discretion and subject to the consent of the appointed firm may extend the contract to cover one more reporting period from April 1, 2024 to March 31, 2025. However, B.E.P.C. reserves the right not to extend the contract without assigning any reasons for the same.

124

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

(g) Liquidated Damages

Provisions for liquidated damages shall be included in the conditions of contract when delays in the delivery of goods, completion of works or failure of the goods or works to meet performance requirements would result in extra cost, or loss of revenue or loss of other benefits to the implementing agency.

(h) ASSIGNMENT AND INSOLVENCY

1. The Successful bidder shall not, except after obtaining the written consent of The Project Directorate, assign, transfer, pledge or make other dispositions of the Contract, or any part thereof, of the Successful bidder's rights or obligations under the Contract.
2. Should the Successful bidder become insolvent or should control of the Successful bidder change by virtue of insolvency, The Bihar Education Project Council may, without prejudice to any other rights or remedies, terminate the Contract by giving the Successful bidder written notice of termination.

(i) OFFICIALS NOT TO BENEFIT

The Successful bidder warrants that no official of the Bihar Education Project Council has received or will be offered by the Successful bidder any direct or indirect benefit arising from this Contract or the award thereof. The Successful bidder agrees that breach of this provision is a breach of an essential term of the Contract.

(j) PROHIBITION ON ADVERTISING

The Successful bidder shall not advertise or otherwise make public that the Vendor is furnishing goods or services to The Bihar Education Project Council without specific permission of the State Project Directorate.

(k) AUTHORITY TO MODIFY

No modification or change in this Contract, no waiver of any of its provisions or any additional contractual relationship of any kind with the Successful bidder shall be valid and enforceable against The Bihar Education Project Council unless provided by an amendment to this Contract signed by the authorized official of The Project Directorate.

123

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

(I) GOVERNMENT LAW AND DISPUTE RESOLUTION

- The bids and any contract resulting there from shall be governed by and construed according to the Indian Laws.
- All settlement of disputes or differences whatsoever, arising between the parties out of or in connection to the construction, meaning and operation or effect of this Offer or in the discharge of any obligation arising under this Offer (whether during the course of execution of the order or after completion and whether before or after termination, abandonment or breach of the Agreement) shall be resolved amicably between BEPC and the vendor's representative.
- In case of failure to resolve the disputes and differences amicably within 30 days of the receipt of notice by the other party, then the same shall be resolved as follows:
 - i. Conciliation: - All disputes or differences whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be first settled by way of conciliation and failing which, by way of arbitration in accordance with the Rules of Arbitration of the Indian Council of Arbitration and the award made in pursuance thereof shall be binding on the parties.
 - ii. The dispute shall be first referred to the Development Commissioner for conciliation who shall conduct conciliation proceedings which will be held at Patna, Bihar.
 - iii. Arbitration: - In case the conciliation proceedings fail, the dispute shall be referred to the arbitration as per the Arbitration Act.
 - iv. All legal disputes will come under the sole jurisdiction of Patna, Bihar. The venue of the arbitration shall be Patna.
- The Arbitral award shall be final and binding on both the parties.
- Work under the contract shall be continued by the vendor during the arbitration proceedings unless otherwise directed in writing by BEPC unless the matter is such that the work cannot possibly be continued until the decision of the arbitrator is obtained. Save as those which are otherwise explicitly provided in the contract, no payment due, or payable by BEPC, to the vendor shall be withheld on account of the ongoing arbitration proceedings, if any, unless it is the subject matter, or one of the subject matters thereof.

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

We look forward to receiving your quotations and thank you for your interest in this Project.

Raw
21.7.23
Chief Accounts Officer (I/c)
Bihar Education Project Council,
ShikshaBhawan, 2nd Floor,
Bihar RashtraBhashaParishadParishar,
Saidpur, Patna – 800 004.
(Purchaser)

Memo No.:- Acctts/.....4890

Dated: ..21../...7../..23

Raw
21.7.23
Chief Accounts Officer (I/c)
Bihar Education Project Council

121
Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure 1: Cover Letter/Letter of Proposal

To,
The State Project Director,
Bihar Education Project Council (BEPC)
ShikshaBhawan, Saidpur -800 004. (BIHAR)

Subject: Selection of Chartered Accountant Firm for conducting Concurrent Audit for the Year 2023-24.

Dear Sir/Madam,

We, the undersigned, offer to provide the services for Concurrent Audit for the year 2023-24 in all the 38 Districts and State Offices in the State of Bihar, in accordance with your RFP/NIT Ref Nodated We are hereby submitting our Proposal for the same.

We understand that the BEPC, may cancel the selection process at any time and that you are neither bound to accept any proposal you receive nor to select the agency, without incurring any liability to the bidders. We acknowledge the rights of BEPC to reject our bid without assigning any reason or otherwise and hereby waive our right to challenge the same on any account whatsoever. Further, we declare that: -

- (a) We have examined and have no reservations to the tender documents, including any addendum issued by the BEPC;
- (b) We agree and understand that the proposal is subject to the provisions of the tender document. In no case, I/We shall have any claim or right of whatsoever nature if the assignment is not awarded to me/us or our proposal is not opened.
- (c) We agree to keep this offer valid for 180 days from the proposal due date specified in tender.
- (d) A Power of Attorney (PoA) in favour of the authorized signatory to sign and submit this Proposal and documents is also attached herewith.
- (e) We agree and undertake to abide by all the terms and conditions of the tender Document. In witness thereof, I/we submit this proposal under and in accordance with the terms of the tender document.

Yours sincerely,

Authorized Signature [In full and initials]:

Name and Title of the Signatory:

Name of the Firm:

Address:

Location:

Date:

1120

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure 2: Power of Attorney

AUTHORIZATION LETTER FOR SIGNING OF PROPOSAL

Know all men by these present, we _____ (name and address of the registered office) do hereby constitute, appoint and authorize Mr. / Ms. _____ R/o _____ (name and address of residence) who is presently employed with us and holding the position of _____ as our authorized representative, to do in our name and on our behalf, all such acts, deeds and things necessary in connection with or incidental to the bid of the firm/ organization, _____ for "**Selection of Chartered Accountant/Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24**" including signing and submission of all documents and providing information / responses to Bihar Education Project Council (BEPC), representing us in all matters in connection with our bid for the said Project.

We hereby agree to ratify all acts, deeds and things lawfully done by our said attorney pursuant to this Power of Attorney and that all acts, deeds and things done by our aforesaid attorney shall and shall always be deemed to have been done by us. Dated this the day of 2023.

For

(Name, Designation and address)

Accepted

..... (Signature)

(Name, title and address of the Attorney)

Date:

Note:

(m) The mode of execution of the Power of Attorney (PoA) should be in accordance with the procedure, if any, laid down, by the applicable law and the charter documents of the executants and when it is so required the same should be under common seal affixed in accordance with the required procedure.

(ii) In case, an authorized director of the bidder/agency signs the bid, a certified copy of the appropriate resolution/document conveying such authority may be enclosed in lieu of the Power of Attorney(PoA).

1119

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure -3 (i)

Firm Details

Status of Firm

Partnership

Sole Proprietorship

1. (a) Name of the firm (in Capital letters)

(n) Address of the Head office

(Please also give telephone no. and _____

e.mail address) _____

I PAN No. of the firm _____

2. ICAI / CMA Registration No. _____ Region Name _____ Region Code No. _____

3. (a) Date of constitution of the firm:

(o) Date since when the firms has a full time FCA

4. Full-Time Partners of the firm as on 31-01-2023or latest {Please fill up Annex 3 (iii)}

5. Number of Part Time Partners if any, as on 31-01-2023or latest {Please fill up Annex 3 (iv)}

6. Number of Full Time Chartered Accountant Employees / Cost Accountant Employees as on 31-01-2023or latest {Please fill up Annex 3 (v)}

7. Number of audit staff employed full-time with the firm {Please fill up Annex 3 (vi) & (vii)}

(a) Articles / Audit Clerks

(b) Other Audit Staff (with knowledge of book keeping and accountancy)

8. Number of Branches {Please fill up Annex-3 (viii)}

9. Whether the firm is engaged in any Concurrent Audit of any PSUs/Govt. Companies/Corporations etc. {Please fill up Annex-3 (ix)} Yes/No

10. Whether the firm is implementing quality control policies and procedures

Yes/No

designed to ensure that all audits are conducted in accordance with Statements on Standard Auditing Practices (SAP 17)

11. Whether there is any court / arbitration/ any other legal case against the firm (If yes, give a brief note of the case indicating its present status)

Yes/Not

Place:

Signature

Date:

Full name and address.....

(Seal of the Firm)

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure -3 (ii)

Undertaking

I/We the partner(s) of M/s. _____, Chartered Accountant do hereby jointly and severally verify and declare-

- (i) That the particulars given are complete and correct and that if any of the statements made or the information so furnished in the application form is later found not correct or false or there has been suppression of material information, the firm would not only stand disqualified from allotment but would be liable for disciplinary action under the Chartered Accountants Act, 1949/Cost and Works Accountants Act, 1959 and the regulations framed thereunder;
- (ii) That the firm, or partners has not been debarred or cautioned by ICAI / CMA during the last three years, (if debarred, give details);
- (iii) That individually we are not engaged in practice otherwise or in any other activity which would be deemed to be in practice under Section 2 (2) of the Chartered Accountants Act, 1949 /Cost and Works Accountants Act, 1959;
- (iv) That the constitution of the firm as on 31st January, 2023 or latest shown in the Request for Proposal is same as that in the constitution certificate issued by the ICAI / CMA.

Sl. No.	Name of the Partners	Membership No.	Date of Birth	PAN No.	Dates of Payment of the fees for the relevant year	Signature of the partners
					A/B*	

***A For membership**

B For issue of certificate of practice

Place:

Signature

Date:

Full name and address.....

(Seal of the Firm)

117

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure -3 (iii)

1. Firm's name _____

Details of Full Time Partners of the firm. (As on 31.01.2023)

Sl. No.	Name of the Partners	Member-Ship No.	Whether FCA / ACA	Date of joining the firm (full time)	Date of becoming FCA	Station & Region where residing at present
---------	----------------------	-----------------	-------------------	--------------------------------------	----------------------	--

Place:

Signature

Date:

Full name and address.....

(Seal of the Firm)

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure –3 (iv)

1. Firm's name _____

Details of Part-Time Partners of the firm. (As on 31.01.2023)

Name of Partners	Member- Ship No.	Whether FCA / ACA	Date of becoming FCA	Date of joining the Firm.	Name of other firm in which he is partner/ Employee	Whether practicing in his own name also (Y/N)	Whether employed elsewhere (Y/N)
------------------------	---------------------	-------------------------	----------------------------	---------------------------------------	--	---	---

Place:

Signature

Date:

Full name and address.....

(Seal of the Firm)





195

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure -3 (v)

Details of full time Chartered Accountant Employees / Cost Accountant Employees. (As on 31.01.2023)

Sl.No.	Name	Member-Ship No.	Whether FCA / ACA	Date of joining the firm as full time employee	Signature of the employees
--------	------	-----------------	-------------------	--	----------------------------

Place:

Signature

Date:

Full name and address.....

(Seal of the Firm)

114

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure –3 (vi)

Other Audit Staff employed full time with the firm (As on 31.01.2023):-

Sl. No.	Name of Staff	CRO/ERO/NRO No.	From the Period
------------	---------------	-----------------	-----------------

Place:

Signature

Date:

Full name and address.....

(Seal of the Firm)





113

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure -3 (vii)

Particulars of Branches (Including foreign branches, if any)

Sl.No.	Station at which located	Complete address with PIN Code & Telephone No.	Name of the partner incharge of the branch	Date of opening of the branch	Region
--------	--------------------------	--	--	-------------------------------	--------

Place:

Signature

Date:

Full name and address.....

(Seal of the Firm)

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure –3 (viii)

Details of audit experience of the firm for the last 4 years in the following proforma. (Only assignments which carry a fee of Rs. 50,000/- and above should be mentioned).

Name of the area / sector	Name of the company /Firm/ body etc.audited	Year of audit e.g.	Fees charged for each of the assignments in each year.	Nature of audit assignment viz. Concurrent audit / Branch audit /Internal Audit Etc.	Name of the full time partner who supervised the audit or signed the financial statements and who is still working in the firm
		(a) 2018-19 (b) 2019-20 (c) 2020-21 (d) 2022-23			

Place:

Signature

Date:

Full name and address.....

(Seal of the Firm)





111 ✓
Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

**Annexure4: Self-declaration – Court Cases / Arbitration Cases / any other case or No Blacklisting against the firm and partners
(On bidder's letter head)**

To,

The State Project Director,

Bihar Education Project Council (BEPC)

ShikshaBhawan, Saidpur -800 004. (BIHAR)

In response to the Tender/RFP Reference No:dated _____ for establishment & operationalization of "Selection of Chartered Accountant Firm for conducting Concurrent Audit for the Year 2023-24" in all 38 Districts&all under implementing Agencies (SLO, SCERT/DLOs, BRCs, CRCs,KGBVs, DIETs, BIETs SMDCs, SMCs) State Units of Bihar on a turn-key basisfor five years, as an Owner/Partner/Director of _____, I/We hereby declare that presently our Company/ firm _____, at the time of bidding, is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State/ Central government/ PSU/ UT. If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my/our security may be forfeited in full and our bid, to the extent accepted, may be cancelled.

Thanking you,

Name of the Bidder:

Authorized Signatory:

Seal of the Organization:

Date:

Place:

✓

Devised by: Acctts Unit, BEPC



110

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

APPENDIX-I:

SCHEDULE OF FINANCIAL BID

Name of Bidder: -

Part A. For SLO, SCERT, DLOs

Sr. No.	Level of Units	Audit Frequency	No. of Implementin g Agencies	Rate Per Unit	Remarks
A	B	C	D	E	F
1	SLO (Bihar Education Project Council) (For April, 2023 to June, 2023)	1 st Quarter	1		Per Quarter
2	SCERT (For April, 2023 to June, 2023)	1 st Quarter	1		Per Quarter
3	DLOs (For April, 2023 to June, 2023)	1 st Quarter	1		Per Quarter
4	SLO (Bihar Education Project Council) (For July, 2023 to March, 2024)	Monthly	1		Per Month
5	SCERT (For July, 2023 to March, 2024)	Monthly	1		Per Month
6	DLOs (For July, 2023 to March, 2024)	Monthly	1		Per Month
Total Part (A):		Nos			0.00
(Amount in words:- (.....))					

Part B. For KGBVs

Sr. No.	Level of Units	Audit Frequency	No. of Implementin g Agencies	Rate Per Unit	Remarks
A	B	C	D	E	F
1	KGBVs	Quarterly	1		Per Quarter
Total Part (B):		Nos			
(Amount in words:- (.....))					

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Part C. For BRCs/CRCs/DIETs & BIETs

Sr. No.	Level of Units	Audit Frequency	No. of Implementing Agencies	Rate Per Unit	Remarks
A	B	C	D	E	F
1	DIETs	Yearly	1		Per Year
2	BRCs	Yearly	1		Per Year
3	BIETs	Yearly	1		Per Year
4	CRCs	Yearly	1		Per Year
5	SMC/SMDC	Yearly	1		Per Year
6	NSCBAV	Yearly	1		Per Year
Total Part (C):		Nos			
(Amount in words:- (.....))					
Grand Total (Part A+Part B+Part C)					0.00
(Amount in words:- (.....))					

- Note: -
1. The agency/bidder shall indicate the Lump-Sum amount of Audit Fee together with TA/DA and other incidence cost associated therewith for all schemes excluding as per Goods and Service Tax Rules
 2. The schedule of price bid should be submitted with financial proposal online only.
 3. Total Amount will be considered for L1
 4. Must be submitted on line only.

1108

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Annexure - 5											
Bihar Education Project Council, Patna											
No. of Implementing Agencies under Samagra Shiksha											
S.No.	District Name	State Level Office		District Level Office		Block Level Office			Cluster Resource Centre	SMC/ SMDS	Total
		BEPC, Patna	SCERT, Patna	Bihar Education Project	DIETs	Block Resource Centre	BIETs	Kasturba Gandhi Balika Vidyalay			
Zone - I											
1	BEPC (SLO)	1									1
2	Jahanabad	0	0	1	0	7		7	99	961	1075
3	Patna	0	0	1	1	24		33	386	3506	3951
4	Nalanda	0	0	1	1	20		20	267	2400	2709
5	SCERT (HQ)		1								1
6	Vaishali	0	0	1	1	16	0	21	298	2302	2639
Total		1	1	4	3	67	0	81	1050	9169	10376
Zone - II											
1	W. Champaran	0	0	1	1	18	1	18	329	2728	3096
2	E. Champaran	0	0	1	1	27	1	30	425	3543	4028
3	Sheohar	0	0	1	1	5	0	5	53	436	501
4	Sitamarhi	0	0	1	1	17	0	30	279	2199	2527
Total		0	0	4	4	67	2	83	1086	8906	10152
Zone - III											
1	Samastipur	0	0	1	1	20	0	27	390	2816	3255
2	Muzaffarpur	0	0	1	1	16	0	16	399	3256	3689
3	Darbhanga	0	0	1	1	19	1	25	335	2514	2896
Total		0	0	3	3	55	1	68	1124	8586	9840
Zone - IV											
1	Madhubani	0	0	1	1	21	0	28	407	3196	3654
2	Supaul	0	0	1	0	11	0	13	188	1744	1957
3	Saharsa	0	0	1	0	10	0	13	160	1372	1556
4	Madhepura	0	0	1	1	13	0	13	175	1627	1830
Total		0	0	4	2	55	0	67	930	7939	8997
Zone - V											
1	Arwal	0	0	1	0	5	0	6	69	599	680
2	Aurangabad	0	0	1	1	11	0	13	208	2247	2481
3	Gaya	0	0	1	1	24	0	24	358	3304	3712
4	Nawada	0	0	1	1	14	0	14	194	1792	2016
Total		0	0	4	3	54	0	57	829	7942	8889

Notice Inviting Tender (NIT) for setting up of "Selection of Chartered Accountant & Cost Accountant Firm for conducting Concurrent Audit for the Year 2023-24 under SAMAGRA SHIKSHA"

Zone - VI											
1	Araria	0	0	1	1	9	0	10	225	2087	2333
2	Kishanganj	0	0	1	1	7	0	8	132	1462	1611
3	Purnia	0	0	1	1	14	0	19	260	2326	2621
4	Katihar	0	0	1	1	16	1	21	247	1985	2272
Total		0	0	4	4	46	1	58	864	7860	8837
Zone - VII											
1	Gopalganj	0	0	1	1	14	0	20	241	1886	2163
2	Saran	0	0	1	1	20	0	20	347	2784	3173
3	Siwan	0	0	1	1	19	0	25	299	2305	2650
Total		0	0	3	3	53	0	65	887	6975	7986
Zone - VIII											
1	Buxar	0	0	1	1	11	0	13	147	1229	1402
2	Kaimur	0	0	1	1	11	0	12	154	1272	1451
3	Rohtas	0	0	1	1	19	0	18	266	2267	2572
4	Bhojpur	0	0	1	1	14	0	16	241	2141	2414
Total		0	0	4	4	55	0	59	808	6909	7839
Zone - IX											
1	Banka	0	0	1	1	11	0	12	190	2195	2410
2	Bhagalpur	0	0	1	1	17	0	25	265	1955	2264
3	Khagaria	0	0	1	1	7	0	7	128	1129	1273
4	Lakhisarai	0	0	1	1	7	0	9	88	826	932
Total		0	0	4	4	42	0	53	671	6105	6879
Zone - X											
1	Sheikhpura	0	0	1	1	6	0	6	60	522	596
2	Jamui	0	0	1	0	10	0	11	159	1746	1927
3	Begusarai	0	0	1	1	18	0	18	239	1660	1937
4	Munger	0	0	1	1	9	0	10	120	1105	1246
Total		0	0	4	3	43	0	45	578	5033	5706
Grand Total		1	1	38	33	537	4	636	8827	75424	85501

[Signature]

[Signature]