

## बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	13-09-2025 17:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	13-09-2025 17:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	60 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Gujarat
विभाग का नाम/Department Name	Industries And Mines Department Gujarat
संगठन का नाम/Organisation Name	Commissioner Of Geology And Mining
कार्यालय का नाम/Office Name	Head Office, Gandhinagar
वस्तु श्रेणी /Item Category	Financial Audit Services - Audit report, Review of Financial Statements; CAG Empaneled Audit or CA Firm
अनुबंध अवधि /Contract Period	3 Year(s) 1 Day(s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
वर्षों के अनुभव के लिए एमएसई को छूट प्राप्त है / MSE Exemption for Years Of Experience	Yes   Complete
टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है / Startup Exemption for Turnover	Yes   Complete
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	No
बिड लगाने की समय-सीमा बढ़ाने के लिए आवश्यक न्यूनतम सहभागी विक्रेताओं की संख्या। / Minimum number of bids required to disable automatic bid extension	1

**बिड विवरण/Bid Details**

दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / <b>Number of days for which Bid would be auto-extended</b>	7
बिड से रिवर्स नीलामी सक्रिय किया/ <b>Bid to RA enabled</b>	No
बिड का प्रकार/ <b>Type of Bid</b>	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय / <b>Time allowed for Technical Clarifications during technical evaluation</b>	2 Days
अनुमानित बिड मूल्य / <b>Estimated Bid Value</b>	5300
मूल्यांकन पद्धति/ <b>Evaluation Method</b>	Total value wise evaluation
मध्यस्थता खंड/ <b>Arbitration Clause</b>	No
सुलह खंड/ <b>Mediation Clause</b>	No

**ईएमडी विवरण/EMD Detail**

आवश्यकता/Required	No
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**ईपीबीजी विवरण /ePBG Detail**

आवश्यकता/Required	No
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**विभाजन/Splitting**

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

**एमआईआई अनुपालन/MII Compliance**

एमआईआई अनुपालन/MII Compliance	Yes
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**एमएसई खरीद वरीयता/MSE Purchase Preference**

एमएसई खरीद वरीयता/MSE Purchase Preference	Yes
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1. If the bidder is a Micro or Small Enterprise as per latest orders issued by Ministry of MSME, the bidder shall be exempted from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking exemption from Experience Criteria, shall upload the supporting documents to prove his eligibility for exemption.
2. If the bidder is a DPIIT registered Startup, the bidder shall be exempted from the the eligibility criteria of

"Bidder Turnover" as defined above subject to their meeting of quality and technical specifications. If the bidder is DPIIT Registered OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking exemption from Turnover shall upload the supporting documents to prove his eligibility for exemption.

3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band defined in relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017.

4. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.

5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

6. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or
2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or
3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

#### **अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required**

**Number of Years of firm/company's existence as per ICAI certificate:**3 Year

**Number of years of experience as on date of which at least XX years should be in internal/external audit of companies, PSUs and centrally funded institutions.:**2 Year

**Number of full-time partners/experienced and qualified professionals in full time employment at senior level with experience in handling similar or relevant projects:**2 Year

**Number of partners/ qualified professionals in full time employment with DISA/CISA qualification:**2 Year

**Number of XX fulltime CA's required and YY professional audit staff:**2 Year

#### **Financial Audit Services - Audit Report, Review Of Financial Statements; CAG Empaneled Audit Or CA Firm ( 1 )**

#### **तकनीकी विशिष्टियाँ /Technical Specifications**

विवरण/ Specification	मूल्य/ Values
<b>कोर / Core</b>	
Scope of Work	Audit report , Review of Financial Statements
Type of Financial Audit Partner	CAG Empaneled Audit or CA Firm
Type of Financial Audit	Statutory Audit

विवरण/ Specification	मूल्य/ Values
Category of Work under Financial Audit	Audit of financial statements , Compliance with law & regulations , Bank Transactions
Type of Industries/Functions	Operational & Administrative , Cash and Bank Balance
Frequency of Progress Report	12 Month
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Monthly
State	NA
District	NA
<b>एडऑन /Addon(s)</b>	
Post Financial Audit Support	NA

#### अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

#### परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / To be set as 1	अतिरिक्त आवश्यकता /Additional Requirement
1	Jalondhara Bharatkumar Maganbhai	364710,Geology and Mining Department,Collector Office, Jilla Seva Sadan, 3rd Floor,Botad	1	N/A

#### क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

##### 1. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

##### 2. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

##### 3. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

##### 4. Buyer Added Bid Specific Scope Of Work(SOW)

File Attachment [Click here to view the file.](#)

## 5. Buyer Added Bid Specific SLA

File Attachment [Click here to view the file.](#)

## 6. Generic

**Bidder financial standing:** The bidder should not be under liquidation, court receivership or similar proceedings, should not be bankrupt. Bidder to upload undertaking to this effect with bid.

## अस्वीकरण/Disclaimer

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
16. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
17. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

**All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.**

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

સ્થળ: મદદનીશ ભૂસ્તરશાસ્ત્રીશ્રીની ચેમ્બર  
જિલ્લા સેવા સદન, બોટાદ  
તા 29/08/2025

ગવર્નમેન્ટ ઈ-માર્કેટ પ્લેસ (GeM) પોર્ટલ મારફત ઓડીટરની નિમણૂક કરવા માટેનું રોજકામ

મદદનીશ ભૂસ્તરશાસ્ત્રીશ્રીની કચેરી, ભૂસ્તર વિજ્ઞાન અને ખનિજ ખાતું, બોટાદની કચેરી માટે પ્રધાનમંત્રી ખનિજક્ષેત્ર કલ્યાણ યોજના અંતર્ગત ડિસ્ટ્રીક્ટ મિનરલ-ફાઉન્ડેશન-બોટાદનું નાણાકીય વર્ષ:2022-23,2023-24 તથા 2024-25 નું સ્ટેચ્યુટરી ઓડીટ કરવા માટે ઓડીટરની ગવર્નમેન્ટ ઈ- માર્કેટ પ્લેસ (GeM) મારફત નિમણૂક કરવા અંગે સ્પેશીફિકેશન તથા અન્ય તમામ બાબતો/શરતો નક્કી કરવા અંગે મદદનીશ ભૂસ્તરશાસ્ત્રીશ્રી, બોટાદના અધ્યક્ષ સ્થાને નીચે મુજબની આંતરીક કમિટી નક્કી કરવામાં આવેલ છે.

ક્રમ	સમિતિના સભ્યશ્રીની વિગત	સમિતિનો હોદ્દો
1	મદદનીશ ભૂસ્તરશાસ્ત્રી, ભૂ.વિ. અને ખ.ખાતું, બોટાદ	અધ્યક્ષ
2	માઈન્સ સુપરવાઈઝરશ્રી, ભૂ.વિ. અને ખ.ખાતું, બોટાદ	સભ્ય
3	સિ.કલાર્કશ્રી, ભૂ.વિ. અને ખ.ખાતું, બોટાદ	સભ્ય
4	પ્રોજેક્ટ આસીસ્ટન્ટ ડીએમએફ બોટાદ	સભ્ય સચિવ

મદદનીશ ભૂસ્તરશાસ્ત્રીશ્રી, બોટાદના અધ્યક્ષ સ્થાને ભૂસ્તર વિજ્ઞાન અને ખનિજ ખાતાની કચેરી માટે પ્રધાનમંત્રી ખનિજક્ષેત્ર કલ્યાણ યોજના અંતર્ગત ડિસ્ટ્રીક્ટ મિનરલ-ફાઉન્ડેશન-બોટાદનું નાણાકીય વર્ષ:2022-23,2023-24 તથા 2024-25 નું સ્ટેચ્યુટરી ઓડીટ કરવા માટે ઓડીટરની નિમણૂક કરવા અંગે મદદનીશ ભૂસ્તરશાસ્ત્રીશ્રી, બોટાદની કચેરીની ચેમ્બર માં આજ રોજ બેઠક મળેલ. સદર બેઠકમાં સમિતિના તમામ સભ્યશ્રીઓ હાજર રહેલ.

ત્યાર બાદ બેઠકની શરૂઆતમાં આ અંગેની કમિટી દ્વારા ચર્ચા કરતાં ઓડીટરની નિમણૂક કરવા ગવર્નમેન્ટ ઈ-માર્કેટ પ્લેસ(GeM) મારફત નિમણૂક કરવાની થાય છે તેવું સભ્ય સચિવશ્રી દ્વારા જણાવવામાં આવ્યું. તેમજ સ્પેશીફિકેશન તથા અન્ય તમામ બાબતો/શરતો નીચે મુજબ નક્કી કરવામાં આવેલ

S.No	Particulars	Value
1	Scope of works	Audit report
2	Type of financial Audit Partner	CA Firm CAG Empaneled Audit or CA
3	Type of financial Audit	Statutory
4	Category of work under Financial Audit	Audit of financial statement Compliance law & regulation Bank Transaction
5	Type of Industrise / Function	Operational & Administrative Case and bank Transaction
6	Frequency of Progress Report	Monthly
7	MIS Reporting for Financial Audit Support	Yes
8	Post Financial Audit Support	No
9	MSE	All

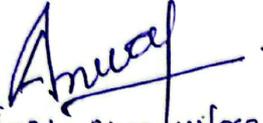
  
મદદનીશ ભૂસ્તરશાસ્ત્રી  
ભૂસ્તર વિજ્ઞાન અને ખનિજ ખાતું  
બોટાદ.

શરતો:-

- ૧) ઓડિટરે ડિસ્ટ્રીક્ટ મિનરલ ફાઉન્ડેશન(DMF)-બોટાદની ઓડિટની કામગીરી ગુજરાત ડિસ્ટ્રીક્ટ મિનરલ ફાઉન્ડેશન (DMF) રૂલ્સ-2024ને આધિન કરવાની રહેશે.
- ૨) ડિસ્ટ્રીક્ટ મિનરલ ફાઉન્ડેશન(DMF)-બોટાદના દરેક બેંક એકાઉન્ટ મુજબ અલગ-અલગ આવક, ખર્ચ તથા વાર્ષિક હિસાબોનું સ્ટેટમેન્ટ (વાર્ષિક સરવૈયું) બનાવી પ્રમાણિત કરી ૫(પાંચ) નકલમાં તથા Tally Sheet માં બનાવી આપવાનું રહેશે. તેમજ આવક અને ખર્ચના હિસાબો આવકવેરાના નિયમોનુસાર કરી આપવાના રહેશે.
- ૩) ડિસ્ટ્રીક્ટ મિનરલ ફાઉન્ડેશન-બોટાદ દ્વારા અલગ-અલગ અમલીકરણ અધિકારીશ્રીઓને ફાળવેલ ગ્રાંટ તથા તેમાંથી થયેલ ખર્ચના હિસાબોના વાઉચરો કે હુકમો ઓડિટ કરી પ્રમાણિત કરવાના રહેશે.
- ૪) ઓડિટ કરવા અંગેની તમામ કામગીરી જિલ્લા કચેરીએ કરવાની રહેશે. તેમજ જરૂર જણાયેથી ઓડિટરે ઓડિટની કામગીરી માટે કોઈ પણ અમલીકરણ અધિકારીશ્રીઓના હિસાબો ચકાસવાના થાય તો તે માટે જિલ્લા કચેરીથી બહાર પોતાના સ્વ ખર્ચે જવાનું રહેશે. અલગથી કોઈ ચાર્જ મળવાપાત્ર રહેશે નહિ.
- ૫) ડિસ્ટ્રીક્ટ મિનરલ ફાઉન્ડેશન-બોટાદના તમામ બેંક એકાઉન્ટ (Major Mineral, Minor Mineral, Environmental Compensation તથા Contingency) માં જમા થયેલ ફંડનું બેંક સાથે રિકન્સિલેશન કરી પ્રમાણિત કરી આપવાનું રહેશે.
- ૬) ઓડિટરશ્રીએ ઓડિટ રીપોર્ટ સાથે તમામ લગત પ્રમાણપત્રો તથા ઓડિટ રીપોર્ટ ઓડિટરશ્રીના ફર્મના લેટર પેડ/સહી-સિકકા/સીલ સાથે ૫(પાંચ) પ્રમાણિત નકલોમાં આપવાના રહેશે.
- ૭) અધિકારીશ્રી દ્વારા વખતો વખત જે કાંઈ સૂચના આપવામાં આવે તે મુજબની ઓડિટરે કામગીરી કરવાની રહેશે.
- ૮) ગુજરાત સરકારશ્રીના ઉદ્યોગ અને ખાણ વિભાગ, ગાંધીનગરના તા.૦૧/૦૪/૨૦૧૬નું નોટીફિકેશનના Chapter-VI ના ૨૪ અને ૨૫ પેરા મુજબ ડિસ્ટ્રીક્ટ મિનરલ ફાઉન્ડેશન-બોટાદનું સ્ટેચ્યુટરી ઓડિટ કરવાનું રહેશે.
- ૯) વર્ષ:૨૦૨૨-૨૩, ૨૦૨૩-૨૪ તથા ૨૦૨૪-૨૫ના ઓડિટ રીપોર્ટ અંગે ભવિષ્યમાં કોઈ પણ પ્રશ્ન ઉપસ્થિત થાય તો તેની સઘળી જવાબદારી ઓડિટરશ્રીની રહેશે.
- ૧૦) ઓડિટરશ્રી ડિસ્ટ્રીક્ટ મિનરલ ફાઉન્ડેશન-બોટાદની ઓડિટની કામગીરી માટે અન્ય કોઈ પેટા C.A./C.A. ફર્મ રોકી શકશે નહિ અને ઓથોરીટીની પૂર્વ મંજૂરી સિવાય ઓડિટરશ્રી અન્ય કોઈ C.A./C.A. ફર્મને આ કામ તબદિલ કરી શકશે નહિ.
- ૧૧) ડિસ્ટ્રીક્ટ મિનરલ ફાઉન્ડેશન-બોટાદની ઓડિટની કામગીરી અન્વયે કાયદાકીય પ્રશ્ન ઉપસ્થિત થશે તો બોટાદ શહેરની જિલ્લા કોર્ટની હકુમત રહેશે.
- ૧૨) ઉક્ત તમામ શરતોની સાથે તમામ કેટેગરીની શરતો ઓડિટરશ્રીને બંધનકર્તા રહેશે.
- ૧૩) ANNUEXURE

ચર્યાના અંતે, ઉપરોક્ત સ્પેશિફિકેશન તથા અન્ય તમામ બાબતો/શરતો મુજબ આંત્રિક સમિતિ માં રજુ કરી સભ્યોની હાજરીમાં મદદનીશ ભૂસ્તરશાસ્ત્રીશ્રીની કચેરી, ભૂસ્તર વિજ્ઞાન અને ખનિજ ખાતું, બોટાદની કચેરી માટે પ્રધાનમંત્રી ખનિજક્ષેત્ર કલ્યાણ યોજના અંતર્ગત ડિસ્ટ્રીક્ટ મિનરલ-ફાઉન્ડેશન-બોટાદનું નાણાંકીય વર્ષ:2022-23, 2023-24 તથા 2024-25 નું સ્ટેચ્યુટરી ઓડીટ કરવા માટે ઓડીટરની ગવર્નમેન્ટ ઈ- માર્કેટ પ્લેસ (GeM) મારફત Direct Purchase L-1 કરી ઓડીટરની નિમણૂક કરવાની આગળની નિયમોનુસારની કાર્યવાહી કરવાનું આજની બેઠકમાં સર્વાનુમતે નક્કી કરવામાં આવ્યું.

  
જી. વી. ડી. એમ. એફ.

  
આઈન્સ સુપરવાઈઝર

  
સિ. કે. ડી.

  
મ. વી. ડી.

## ANNUEXURE

### APPOINTMENT OF STATUTORY AUDITOR

#### About DMF

District Mineral Foundations (DMFs) are statutory bodies in India established by the State Governments by notification. They derive their legal status from section 9B of Mines and Minerals (Development and Regulation) Act, 1957 as amended on 26 March 2015 as Mines and Minerals (Development and Regulation) Amendment Act, 2015. This amendment came into force from 12 January 2015. Each District Mineral Foundation is established by the State Governments by notification as a trust or non-profit body in the mining operation affected districts. The objective of District Mineral Foundation is to work for benefit of the persons and areas affected mining related operations in such manner as may be prescribed by the State Government.

**District Mineral Foundation (DMF), Botad invites applications in prescribed performa from interested and eligible chartered accountant/firm which is empanelled in CAG for 2022-23,2023-24,2024-25 year for conducting statutory audit for financial year 2022-23,2023-24,2024-25.** (The chartered accountant/ firm will be considered eligible those having their registered offices in Gujarat).

The Eligibility Criteria, Scope of Work, Payments to the Auditor and General Instructions etc. are as follows:

#### **A) Eligibility Criteria:**

1. The chartered accountant/firm must be empanelled in comptroller and auditor general of india (CAG).
2. For this agreement, chartered accountant/firm will be considered eligible those having their registered offices in Gujarat.
3. The chartered accountant/firm or any partner or employee thereof should not be banned by SEBI/RBI/ICAI or any other regulatory body.
4. The chartered accountant/firm should have been registered for a period of at least 3 (three) years.
5. The last year's income of chartered accountant/firm from Audit and Attestation assignments should be more than Rs.7 (seven) Lakhs.

name will be removed from the panel of chartered accountant/firm by the Chairman, District Mineral Foundation and District Magistrate & Collector, Botad.

**D) Obligations of Auditor:**

1. The auditor cannot assign this contract, or sub contract it, or any portion of it, to any other chartered accountant/firm.
2. In case of termination of audit, the auditor shall submit No Objection Certificate (NOC).

**E) Obligations District Mineral Foundation (DMF):**

1. District Mineral Foundation (DMF), Botad will provide relevant guidelines, orders, resolutions, GRs etc., bills, vouchers and any other relevant record for verification of audit.

**F) Settlement of Disputes:**

1. The Chairman, District Mineral Foundation and District Magistrate & Collector, Botad is final authority for settlement of disputes under this contract.
2. The auditor dissatisfied with the decision of the Chairman, District Mineral Foundation and District Magistrate & Collector, Botad concern may appeal to the Director, District Mineral Foundation, State Nodal Unit, Gandhinagar and the decision of the Director, District Mineral Foundation, State Nodal Unit, Gandhinagar will be final.
3. This Contract will have legal jurisdiction within district court, botad.

**G) General Instructions:**

1. The firm of chartered accountant/firm must submit the application form duly filled up with all the relevant information in the prescribed application format as per Form-B, also mandatory written CAG empanelled number on top of the cover.
2. No additional fields should be added in the prescribed application form. In case, the chartered accountant/firm wants to share any additional information, the same can be enclosed separately.
3. All the necessary attachments/proofs required along with the application form must be closed and each of the documents (form/document) needs to be duly stamped and signed by firm.
4. District Mineral Foundation, Botad reserves all rights to make any kind of changes or modifications in the contents of this advertisement or otherwise.
5. District Mineral Foundation, Botad reserves right to accept any tender/bid or to reject all tenders/bids without giving any reasons.
6. Upon satisfactory performance work done by the chartered accountant/firms the contract can be extended for the time period of 1 years and maximum upto 02 years with consent of both parties.
7. The Auditor must submit 3 copy of final audit report.
8. For any further clarifications, please contact Mr. Vijaychandra jogiyani, Project Assistant DMF call-9714050564.

## H) Penalties:

1. In the event of gross negligence, irregularity, laxity or misconduct on the part of the auditor/auditors personnel, the auditor's contract may be terminated and the chartered accountant/firm may be black listed by The Chairman, District Mineral Foundation and District Magistrate & Collector, Botad which shall be communicated to all the government departments and the Institute of Chartered Accountants for debarring such firm from any assignment of any Government work. In such a case the C.A. of the C.A. firm shall be severally and/or jointly directly responsible.
2. The violation of any of the terms will invoke penalty as deem fit by The Chairman, District Mineral Foundation and District Magistrate & Collector, Botad. It will be the responsibility of the auditor to carry out fast, prompt, accurate and correct audit. Failure to do leading to either undue delay, or laxity or failure to check irregularity in payments will make the chartered accountant/firm liable for being removed from the contract by The Chairman, District Mineral Foundation and District Magistrate & Collector, Botad after issuing 15 days notice as well as disciplinary action including chartered accountant/firm may be black listed. The decision of the chairman will be final.
3. In case of termination of this contract The Chairman, District Mineral Foundation and District Magistrate & Collector, Botad can recover following penalty from chartered accountant/firm:
  - Amount of difference of price values of the new auditor appointed to execute statutory audit in the District.
  - Forfeit the audit fees remains unpaid until whole period.
4. The work shall be completed within the time frame or else penalty will be charged as mentioned in above point 'C'.



**Member Secretary**

**District Mineral Foundation &**

**District Planning Officer**

**Botad**

## **Form-B "DECLARATION"**

- 1) We confirm that the information furnished herein is correct and fair in all respects and we have the necessary documentary proof to substantiate the same. It is further confirmed that in case any of the contents contained herein are found to be incorrect, District Mineral Foundation (DMF) Botad is free to initiate any appropriate action against us.
- 2) We further confirm and undertake that neither our firm nor any partner or employee thereof has been banned by SEBI/RBI/ICAI or any other regulatory body.
- 3) We further declare that there has been no adverse comments/qualification on our performance from the management/Audit Committee.

**Name:**

**Designation (as applicable):**

**Signature:**

**Date:**

**Stamp/Seal:**



**Member Secretary**

**District Mineral Foundation &**

**District Planning Officer**

**Botad**

## ANNUEXURE

### APPOINTMENT OF STATUTORY AUDITOR

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**Name:**

**Designation (as applicable):**

**Signature:**

**Date:**

**Stamp/Seal:**



**Member Secretary**

**District Mineral Foundation &**

**District Planning Officer**

**Botad**