

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	09-02-2026 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	09-02-2026 15:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	30 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Uttar Pradesh
विभाग का नाम/Department Name	Pratapgarh
संगठन का नाम/Organisation Name	Pratapgarh Jilla Sahakari Bank Ltd.
कार्यालय का नाम/Office Name	Pratapgarh
वस्तु श्रेणी /Item Category	Financial Audit Services - Review of Financial Statements; CA Firm
अनुबंध अवधि /Contract Period	1 Month(s) 19 Day(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	2 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
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?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)

बिड विवरण/Bid Details	
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	3
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
अनुमानित बिड मूल्य /Estimated Bid Value	60000
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है / Financial Document Indicating Price Breakup Required	Yes
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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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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सूक्ष्म और लघु उद्यम मूल उपकरण निर्माताओं को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% तक की सीमा में हो / Purchase Preference to MSE OEMs available upto price within L1+X%	15
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1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
2. 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.
3. 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.
4. 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.
5. 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 2 Years

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 Years

Price Breakup Format for the bidders to upload for providing break-up of overall project cost: [1769678111.pdf](#)

Financial Audit Services - Review Of Financial Statements; CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	Review of Financial Statements
Type of Financial Audit Partner	CA Firm

विवरण/ Specification	मूल्य/ Values
Type of Financial Audit	Internal Audit
Category of Work under Financial Audit	Internal Audit
Type of Industries/Functions	Cash and Bank Balance
Frequency of Progress Report	Monthly Audit of Financial Statement 2025-26
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Monthly of 2025-26
State	NA
District	NA
एडऑन /Addon(s)	
Post Financial Audit Support	NA

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Gaurav Singh	230001,Karanpur Khas Pratapgarh	Project / Lumpsum Based	N/A

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

1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

2. Generic

1. The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
2. The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior

written consent of buyer.

3. The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

3. Payment

PAYMENT OF SALARIES AND WAGES: Service Provider is required to pay Salaries / wages of contracted staff deployed at buyer location first i.e. on their own and then claim payment from Buyer alongwith all statutory documents like, PF, ESIC etc. as well as the bank statement of payment done to staff.

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

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

5. 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.

6. Past Project Experience

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.**Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria:a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed.b. Execution certificate by client with contract value.c. Any other document in support of contract execution like Third Party Inspection release note, etc.

7. 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.

8. Service & Support

Dedicated /toll Free Telephone No. for Service Support : BIDDER/OEM must have Dedicated/toll Free Telephone No. for Service Support.

9. Service & Support

Escalation Matrix For Service Support : Bidder/OEM must provide Escalation Matrix of Telephone Numbers for Service Support.

10. Buyer Added Bid Specific ATC

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

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 shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (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. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

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 कार्यवाई 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---

A Sr.NO	B Description	C Amount Inclusive GST @18%
1	जिला सहकारी बँक लि०, प्रतापगढ़ की वित्तीय वर्ष 2025-26 के समवर्ती लेखा परीक्षण हेतु लेखा परीक्षा फर्मों द्वारा निम्नलिखित बुनियादी मानदण्डों को पूरा किया जाना आवश्यक है तथा नियम एवं शर्तें निम्नवत् हैं।	

जिला सहकारी बैंक लि०, प्रतापगढ़ की वित्तीय वर्ष 2025-26 के समवर्ती लेखा परीक्षण हेतु लेखा परीक्षा फर्मों द्वारा निम्नलिखित बुनियादी मानदंडों को पूरा किया जाना आवश्यक है तथा नियम एवं शर्तें निम्नवत् है।

- (1) फर्म आरबीआई के लेखा परीक्षकों के पैनल में होनी चाहिए।
- (2) लेखा परीक्षा फर्म के पास बैंक लेखा परीक्षा में कम से कम 2 साल का अनुभव होना चाहिए।
- (3) एफसीए योग्यता वाले 2 भागीदारों के साथ साझेदारी फर्म अथवा सूचना प्रणाली लेखा परीक्षक (सीआईएसए/डीआईएसए) की योग्यता वाले न्यूनतम एक भागीदार।
- (4) शाखा के डीलिंग पार्टनर ने इंस्टीट्यूट ऑफ चार्टर्ड अकाउंटेंट्स ऑफ इंडिया (आईसीएआई) द्वारा बैंकों में समवर्ती लेखा परीक्षा पर सर्टिफिकेट कोर्स पूरा किया होगा।
- (5) कम से कम एक भागीदार ने अधिकृत डीलर शाखा के लिए इंस्टीट्यूट ऑफ चार्टर्ड अकाउंटेंट्स ऑफ इंडिया (आईसीएआई) द्वारा बैंकों में समवर्ती लेखा परीक्षा पर सर्टिफिकेट कोर्स पूरा किया होगा।
- (6) कुछ सार्वजनिक क्षेत्र/प्रमुख निजी क्षेत्र के बैंकों के लिए बैंक शाखाओं के समवर्ती लेखा परीक्षा आयोजित करने में अनुभव रखने वाली फर्म। फर्म या उसके मालिक/भागीदार चार्टर्ड अकाउंटेंट्स अधिनियम, 1949 की धारा 21 के प्रावधानों के अनुसार भारतीय चार्टर्ड अकाउंटेंट्स संस्थान द्वारा अतीत में पूछताछ का विषय नहीं रहे हैं, और आवेदन की तिथि के साथ-साथ असाइनमेंट की स्वीकृति की तिथि तक संस्थान द्वारा ऐसी कोई जांच लंबित, आरंभ या विचाराधीन नहीं है, जहां चार्टर्ड अकाउंटेंट्स की फर्मों का समूह है, जिनमें सामान्य भागीदार है, समूह में से केवल एक फर्म ही समवर्ती लेखा परीक्षा के असाइनमेंट के लिए पात्र होगी, फर्म को सामान्यतः बैंक की 25 शाखाओं एवं मुख्यालय का समवर्ती लेखा परीक्षा आवंटित किया जाएगा।
- (7) चार्टर्ड अकाउंटेंट्स के अलावा, फर्म के पास समवर्ती लेखा परीक्षा करने के लिए लेखापरीक्षित शाखा/कार्यालय के स्थान से पहुंच योग्य दूरी के भीतर अन्य योग्य और अनुभवी कर्मचारी, बुनियादी ढांचा और कार्यालय होना चाहिए।
- (8) फर्म जिला सहकारी बैंक लि०, प्रतापगढ़ की वैधानिक लेखा परीक्षा करती है, उसे अगले 2 वर्षों के लिए बैंक के समवर्ती लेखा परीक्षक के रूप में नियुक्ति नहीं की जायेगी।
- (9) जिन फर्मों ने 31.03.2023 और 31.03.2024 को बैंक की वैधानिक लेखा परीक्षा की, उन्हें समवर्ती लेखा परीक्षक के रूप में नियुक्ति नहीं की जायेगी।
- (10) जिस फर्म का एक साझेदार/मालिक भी है, जो जिला सहकारी बैंक लि०, प्रतापगढ़ की वैधानिक लेखा परीक्षा के लिए सौंपी गई फर्म का साझेदार/मालिक भी है, उसे जिला सहकारी बैंक लि०, प्रतापगढ़ में समवर्ती लेखा परीक्षक के रूप में नियुक्ति के लिए नहीं माना



जाएगा। दूसरे शब्दों में जिला सहकारी बैंक लि०, प्रतापगढ़ की वैधानिक लेखा परीक्षा करने वाली फर्म की सहयोगी/सहयोगी संस्थाओं को समवर्ती लेखा परीक्षक के रूप में नियुक्ति के लिए नहीं माना जाएगा।

(11) जिला सहकारी बैंक लि०, प्रतापगढ़ का कोई भी निदेशक किसी फर्म में साझेदार/मालिक है, तो ऐसी फर्म को समवर्ती लेखा परीक्षक के रूप में नियुक्ति के लिए नहीं माना जाएगा।

(12) जिस फर्म को वर्तमान में जिला सहकारी बैंक लि०, प्रतापगढ़ का समवर्ती ऑडिट सौंपा गया है, उन्हें आवेदन करने की आवश्यकता नहीं है।

(13) आरबीआई/जिला सहकारी बैंक लि०, प्रतापगढ़ पैनल से हटाए गये ऑडिटर/टर्मिनेटेड ऑडिटर को समवर्ती ऑडिटर के रूप में नियुक्ति के लिए नहीं माना जाएगा। समवर्ती ऑडिट का काम उप-अनुबंधित नहीं होना चाहिए, फर्म को एक वर्ष की अवधि के लिए 25 शाखाओं एवं मुख्यालय का समवर्ती ऑडिट सौंपा जाएगा और वार्षिक समीक्षा के आधार पर हर साल बढ़ाया जाएगा। एक फर्म के लिए अधिकतम अवधि 2 वर्ष से अधिक नहीं होगी। इसके बाद फर्म को फिर से समवर्ती ऑडिट सौंपने से पहले एक साल की कूलिंग अवधि दी जाएगी।

(14) समवर्ती लेखा परीक्षा के लिए आवेदन जमा करना और उसके मानदंडों को पूरा करना किसी भी तरह से बैंक के किसी भी प्रकार के लेखा परीक्षा को सौंपने की गारंटी नहीं है।

(15) ऑनलाइन आवेदन आमंत्रित करने की इस प्रक्रिया से पहले भौतिक रूप में जमा और प्राप्त सभी आवेदन रद्द कर दिए गए हैं। यदि फर्म या साझेदार जिला सहकारी बैंक लि० प्रतापगढ़ की किसी भी शाखा से कोई क्रेडिट सुविधा/सुविधाएँ प्राप्त कर रहे हैं या किसी क्रेडिट सुविधा की गारंटी दी है, तो कृपया उप महाप्रबंधक (लेखा) को संबोधित एक पत्र में निम्नलिखित जानकारी प्रदान करें और स्पीड पोस्ट द्वारा भेजें

(16) जीएसटी अलग से भुगतान किया जाएगा। नियमों के अनुसार टीडीएस काटा जाएगा।

सचिव/मुख्य कार्यपालक अधिकारी
जिला सहकारी बैंक लि०, प्रतापगढ़

Payment shall be done in full and final after completion of work as per the Scope of Works.