

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	02-11-2026 18:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	03-11-2026 18:00:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Gujarat
विभाग का नाम / Department Name	Health & Family Welfare Department Gujarat
संगठन का नाम / Organisation Name	National Rural Health Mission (nrhm) State Health Society
कार्यालय का नाम / Office Name	Devbhumi Dwarka
शिकायत निवारण के संपर्क विवरण / Contact details of Grievance redressal	HOD Email id : cdho-hfwd-dev@gujarat.gov.in Buyer Email id: pay1.hfwd.devbhumi@gembuyer.in
वस्तु श्रेणी / Item Category	Financial Audit Services - Audit report; CAG Empaneled Audit or CA Firm
अनुबंध अवधि / Contract Period	6 Month(s) 2 Day(s)
पिछले 3 वित्तीय वर्षों का बिडर का न्यूनतम औसत वार्षिक वित्तीय टर्नओवर / Minimum Average Annual Turnover of the bidder (For the last 3 Financial Years)	44 Lakh (s)
टर्नओवर पात्रता मानदंड / Turnover eligibility criteria	To be verified by the buyer at the time of technical evaluation
वर्षों के अनुभव के लिए एमएसई को छूट प्राप्त है / MSE Relaxation for Years Of Experience	Yes Complete
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Relaxation for Years Of Experience and Turnover	Yes Complete
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Bidder Turnover, 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	1
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	3
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	Yes
रिवर्स नीलामी योग्यता नियम/RA Qualification Rule	H1-Highest Priced Bid Elimination
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	5 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	2200000
Payment Timelines	Payments shall be made to the Seller within 45 days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
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

एडवाइजरी बैंक/Advisory Bank	ICICI
ईएमडी राशि/EMD Amount	66000

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कैटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई कैटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से

बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

(c).ईएमडी और संपादन जमानत राशि लाभार्थी के पक्ष में होनी चाहिए। / Earnest Money Deposit (EMD) shall also be accepted by the buyer in the form of a surety bond.

लाभार्थी /Beneficiary :

CDHO

Chief District Health Health Officers Office , Ground Floor, District Panchayat Bhavan , Jilla Seva Sadan Compound, Lalpur Bypass Road , At-Dharampur Taluka-Khambhaliya, District - Devbhumi Dwarka Pin - 361305 (District Health Society Non Nhm Devbhumi Dwarka)

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	No
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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 relaxed from the eligibility criteria of "Experience Criteria" as defined above subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
2. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed from the the eligibility criteria of "Experience Criteria" as defined above subject to their meeting of quality and technical specifications. The bidder seeking Relaxation from Experience Criteria, shall upload the supporting documents to prove his eligibility for Relaxation.
3. If the bidder is a DPIIT registered Startup, the bidder shall be relaxed 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 relaxed from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. The bidder seeking Relaxation from Turnover shall upload the supporting documents to prove his eligibility for Relaxation.
4. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
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. Reverse Auction would be conducted amongst all the technically qualified bidders except the Highest quoting bidder. The technically qualified Highest Quoting bidder will not be allowed to participate in RA. However, H-1 will also be allowed to participate in RA in following cases:
 - i. If number of technically qualified bidders are only 2 or 3.

- ii. If Buyer has chosen to split the bid amongst N sellers, and H1 bid is coming within N.
- iii. In case Primary product of only one OEM is left in contention for participation in RA on elimination of H-1.
- iv. If L-1 is non-MSE and H-1 is eligible MSE and H-1 price is coming within price band of 15% of Non-MSE L-1
- v. If L-1 is non-MII and H-1 is eligible MII and H-1 price is coming within price band of 20% of Non-MII L-1

एक्सेल में अपलोड किए जाने की आवश्यकता /Excel Upload Required :

Price Breakup - [1791983402.xlsx](#)

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Number of Years of firm/company's existence as per ICAI certificate 5 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. 3 Years

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

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

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

Price Breakup Format for the bidders to upload for providing break-up of overall project cost: [1791983523.pdf](#)

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज़/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
21-10-2026 11:00:00	Chief District Health Health Officers Office , Ground Floor, District Panchayat Bhavan , Jilla Seva Sadan Compound, Lalpur Bypass Road , At-Dharampur Taluka-Khambhaliya, District - Devbhumi Dwarka Pin - 361305

Financial Audit Services - Audit Report; CAG Empaneled Audit Or CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	Audit report
Type of Financial Audit Partner	CAG Empaneled Audit or CA Firm
Type of Financial Audit	Statutory Audit
Category of Work under Financial Audit	Audit of financial statements
Type of Industries/Functions	Government Grant Audit
Frequency of Progress Report	Yearly
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Yearly
State	NA
District	NA
एडऑन /Addon(s)	

विवरण/ Specification	मूल्य/ Values
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	Karmur Samat Kumbhabhai	361305,Health & Family Welfare Department, Jilla Panchayat " Jilla Seva Sadan" AT, Dharampur-361305 Taluka :- Khambhalia Dist.: Devbhumi Dwaka 90999 00607	Project / Lumpsum Based	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.](#)

अस्वीकरण/Disclaimer

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.

4. Mandating submission of documents (other than EMD and signed Integrity Pact - which can be submitted within 5 days of bid opening) in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. 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.
14. 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 catalogues 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. 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 General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

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---

પરિશિષ્ટ-૧

GEM મારફત ઓડીટ સર્વિસ માટે પાર્ટીઓ દ્વારા પોર્ટલ પર અપલોડ કરવાના આધાર પુરાવાઓની યાદી

દસ્તાવેજ ૧.ઈ.એમ.ડી.ટેન્ડરની કિંમતના ૩ ટકા લેખે (મુક્તિ મળવાપાત્ર હોય તો તે અંગેના જરૂરી

ડોક્યુમેન્ટસ)

Pay By:- District Health Society NON NHM - Devbhumi Dwarka

દસ્તાવેજ ૨.GST રજીસ્ટ્રેશન સર્ટિફિકેટની નકલ.

દસ્તાવેજ ૩.કંપની/પાર્ટી/એજન્સીની માલિકી ધરાવતો વ્યક્તિનું PAN Card ની નકલ.

દસ્તાવેજ ૪.કંપની/પાર્ટી/એજન્સીની માલિકી ધરાવતો વ્યક્તિનું આધાર કાર્ડની નકલ.

દસ્તાવેજ ૫.ટેન્ડરમાં ભાગ લેનાર કંપની/પાર્ટી/એજન્સી જો ભાગીદારી ધરાવતી હોય તો તેના ભાગીદારી દસ્તાવેજની નકલ.

દસ્તાવેજ ૬.કંપની રજીસ્ટ્રેશન સર્ટિફિકેટની નકલ અથવા જો એજન્સી હોય તો એજન્સી નોંધણી પ્રમાણપત્રની નકલ.

દસ્તાવેજ ૭.ભૂતકાળમાં કોઈપણ સરકારી સંસ્થા દ્વારા અથવા કે GEM પોર્ટલ બ્લેક લીસ્ટ કરવામાં આવેલ નથી, તે અંગેનું નોન બ્લેક લીસ્ટ ડિકલેરેશન રૂ.૩૦૦/-ના સ્ટેમ્પ પેપર પર નોટરાઈઝડ (બીડ પ્રસિદ્ધ થયા તારીખ અથવા તે બાદ ની તારીખ ધરાવતું) સોગંદનામા રજુ કરવા.

દસ્તાવેજ ૮.GEM પોર્ટલ પર અપલોડ કરવામાં આવેલ આર.એફ.પી. માં માગ્યા મુજબના ડોક્યુમેન્ટ.

દસ્તાવેજ ૯.કંપની / એજન્સીનું છેલ્લા ત્રણ નાણાકીય વર્ષનું C.A. દ્વારા આપેલ ટર્ન ઓવરની તેમજ

બેલેન્સશીટ ની નકલ. જેમાં પ્રતિ નાણાકીય વર્ષ/એવરેજ મીનીમમ

રૂ.૪૪,૦૦,૦૦૦/-

રૂપિયા ટર્ન ઓવર હોવું જરૂરી છે. જો કંપની/એજન્સીનું

બંધારણ/સંસ્થાપન ૩ વર્ષ કરતા

ઓછા સમયનું હોય તો તેમણે પૂર્ણ કરેલ જેટલા નાણાકીય વર્ષ હોય તેની નકલ આપવાની રહેશે.

(ઉપરોક્ત તમામ નકલો સ્વ-પ્રમાણિત કરીને અપલોડ કરવાની રહેશે.)

ઉક્ત તમામ જરૂરી પૈકી માત્ર ઈ.એમ.ડી. ડ્રાફ્ટ GeM પોર્ટલ પર ટેન્ડર અપલોડની છેલ્લી તારીખથી દિવસ-૫ (વર્કિંગ દિવસો) માં નીચેના સરનામે નિયત સમય મર્યાદામાં કચેરીના નીચેના સરનામે મોકલી આપવાના રહેશે. સમય મર્યાદા બાદ મળેલ ઈ.એમ.ડી. માન્ય રાખવામાં આવશે નહીં

મુખ્ય જિલ્લા આરોગ્ય અધિકારીશ્રીની કચેરી,
ગ્રાઉન્ડ ફ્લોર, જિલ્લા પંચાયત ભવન,
જિલ્લા સેવા સદન કમ્પાઉન્ડ,
લાલપુર બાયપાસ રોડ, મું. ધરમપુર,
તાલુકા : ખંભાલીયા, જિલ્લો : દેવભૂમિ દ્વારકા
પીન: ૩૬૧૩૦૫

તાલુકા હેલ્થ કચેરીઓ, પ્રા.આ.કેન્દ્રો, સબ સેન્ટર, ગ્રામ સંજીવની સમિતિ તથા મહિલા આરોગ્ય સમિતિનાં વર્ષ ૨૦૧૯-૨૦ થી ૨૦૨૪-૨૫ સુધીના સ્ટેચ્યુટરી ઓડીટ માટે ઓડીટ સર્વિસીસ મેળવવા માટે શરતો અંગેનું પરિશિષ્ટ-૨

- 1) બીડમાં ભાગ લેનાર તમામ પાસેથી ગુજરાત રાજ્ય ખરીદનીતિ -૨૦૨૪ માં ઠરાવ ક્રમાંક ૪ (બી) માં જણાવ્યા મુજબ ટેન્ડરની કુલ અંદાજીત કિંમતના ત્રણ ટકા પ્રમાણે ઈ.એમ.ડી. રજુ કરવાની રહેશે. (Micro & Small-Scale Enterprise તેમજ સ્ટાર્ટઅપ્સ કે જેઓ DPIIT દ્વારા ઇસ્યુ કરવામાં આવેલ પ્રમાણપત્ર ધરાવે છે અને જેમણે ઉદ્યમ રજીસ્ટ્રેશન મેળવેલ છે અને CSPO/NSIC દ્વારા MSE તરીકે નું રજીસ્ટ્રેશન કરાવવામાં આવેલ છે તેમને ઈ.એમ.ડી. માંથી મુક્તિ મળવાપાત્ર રહેશે.) અધૂરા અથવા અપૂરતો ડીમાંડ ડ્રાફ્ટ રદ પાત્ર રહેશે. ડીમાંડ ડ્રાફ્ટ સિવાય જેવાકે પે ઓર્ડર, એફ.ડી. વગેરે ઈ.એમ.ડી. માટે અન્ય કોઈપણ આધાર પુરાવા રજુ કરવામાં આવશે તો ટેકનીકલ બીડ માંથી ડીસક્વોલીફાય કરવામાં આવશે.
- 2) ટેન્ડરની કિંમતનો ઈ.એમ.ડી. ત્રણ ટકા લેખે ફિઝીકલી ટેન્ડર અપલોડ કરવાની છેલ્લી તારીખના દિવસ પાંચ (વર્કિંગ દિવસ) સુધીમાં અત્રેની કચેરીને પહોંચતા કરવાના રહેશે. જો ન પહોંચતા કરવામાં આવે તો ટેકનીકલ બીડ માંથી ડીસક્વોલીફાય કરવામાં આવશે.
- 3) GeM પોર્ટલ પર ટેન્ડરમાં ભાગ લેનાર કંપની/પાર્ટી/એજન્સી દ્વારા પરિશિષ્ટ-૧ ના ક્રમ નં.૧ થી ૯ આધાર પુરાવા ફરજિયાત અપલોડ કરવાના રહેશે. જે કંપની/પાર્ટી/એજન્સી દ્વારા સદર ક્રમ નં.૧ થી ૯ આધાર પુરાવા માંથી જો એકપણ ઓછો રહેશે તે કંપની/પાર્ટી/એજન્સીનું ટેન્ડર ટેકનીકલ બીડમાંથી ડીસક્વોલીફાય કરવામાં આવશે. અપલોડ કરેલ ક્રમ નં.૧ (માત્ર ડ્રાફ્ટ અંગેના) ના આધાર પુરાવા GeM પોર્ટલ પર ટેન્ડર અપલોડની છેલ્લી તારીખથી દિવસ-૫ માં તમામ પુરાવાઓ રજીસ્ટર એડી/સ્પીડ પોસ્ટ/કુરિયર/ટપાલ દ્વારા અત્રેની કચેરીને પહોંચતા કરવાના રહેશે. ટપાલમાં આપેલ આધાર પુરાવા અપલોડ કરેલ પુરાવા પૂરતા જ માન્ય ગણવામાં આવશે.
- 4) ગુજરાત રાજ્ય ખરીદનીતિ -૨૦૨૪ માં જણાવ્યા મુજબ સિક્યોરીટી ડીપોઝીટ ટેન્ડરની કુલ અંદાજીત કિંમતના ૫% (પાંચ ટકા) (Micro & Small-Scale Enterprise તેમજ સ્ટાર્ટઅપ્સ કે

જેઓ DPIIT દ્વારા ઇસ્યુ કરવામાં આવેલ પ્રમાણપત્ર ધરાવે છે અને જેમણે ઉદ્યમ રજીસ્ટ્રેશન મેળવેલ છે અને CSPO/NSIC દ્વારા MSE તરીકે નું રજીસ્ટ્રેશન કરાવવામાં આવેલ છે તેમને ૩% (ત્રણ ટકા) પ્રમાણે મેળવવાની રહેશે. સિક્યોરીટી ડીપોઝીટ પર વર્ક ઓર્ડર મળનાર એજન્સી/પાર્ટીને કોઈપણ જાતનું વ્યાજ ચૂકવવાનું રહેશે નહીં. સિક્યોરીટી ડીપોઝીટ પેટેની રકમનો ડ્રાફ્ટ "District Health Society NON NHM – Devbhumi Dwarka " ના નામનો આપવાનો રહેશે. સિક્યોરીટી ડીપોઝીટની રકમ કરારની મુદત પૂર્ણ થયાના એક મહિના બાદ, કામગીરી સંતોષકારક જણાયે અને બીલ સરભર થયે એજન્સીને પરત ચૂકવવાની રહેશે. સિક્યોરીટી ડીપોઝીટ રકમની ગણતરી બીડ વેલ્યુ પર કરવામાં આવશે.

- 5) ઓડીટ અંગેના ભાવો પ્રતિ એક વર્ષના તેમજ પ્રતિ એક કેન્દ્ર દીઠના તમામ કરવેરા, ભાડાભથ્થા તથા અન્ય ખર્ચ સહીતના ભરવાના રહેશે તેમજ ટેકનીકલ અને ફાયનાન્સીયલ બીડ સાથે તમામ વિગતો ઓનલાઈન અપલોડ કરવાના રહેશે તથા માત્ર ઈ.એમ.ડી. અંગેના સાધનિક કાગળો સ્વપ્રમાણીત કરી રજીસ્ટર એડી/સ્પીડ પોસ્ટ/કુરિયર/ટપાલ મારફતે મોકલવાના રહેશે.
- 6) ભાવો માત્ર ઓનલાઈન ભરવાના રહેશે.
- 7) યુનિટ વાઈઝ ભાવમાં તમામ પ્રકારના સરકારશ્રીના કરવેરા, ટ્રાવેલીંગ તથા અન્ય ખર્ચનો સમાવેશ થતો હોય મંજૂર થયેલ સિવાય અન્ય કોઈપણ રકમ/ચાર્જ/ફી/ખર્ચ અલગથી ચૂકવવામાં આવશે નહીં.
- 8) ભાવ ભરનાર જે પાર્ટીના ટેકનિકલ બીડ માન્ય રહેશે એજ પાર્ટીના ફાયનાન્સીયલ બીડ ખોલવામાં આવશે.
- 9) નેશનલ હેલ્થ મિશનના આર.એફ.પી. તથા સરકારશ્રી ના પ્રવર્તમાન નિયમો મુજબ ભાવ ભરનાર પાર્ટી પુર્વ લાયકાત ધરાવતી હોવી જોઈએ.
- 10) ફાયનાન્સ બિડમાં એક કેન્દ્રની એક વર્ષની કામગીરીનું ઓડીટ કરવાના ભાવ સહિત કુલ ભાવો દર્શાવવાના રહેશે અને તે ભાવો જિલ્લાના તમામ કેન્દ્રો માટે લાગુ પડશે.
- 11) ચેકચાક વાળુ કે અધુરી વિગતોવાળા બીડ મંજૂર કરવામાં આવશે નહીં.
- 12) જિલ્લાનાં તમામ તાલુકા હેલ્થ કચેરી (કુલ-૪), પ્રાથમિક આરોગ્ય કેન્દ્રો અર્બન તથા રૂરલ (કુલ-૨૮), સબ સેન્ટર (કુલ-૧૭૦), ગ્રામ સંજીવની સમિતી (કુલ-૨૪૬) તથા મહિલા

આરોગ્ય સમિતી (કુલ-૪૨) નું ઓડીટ અત્રેથી વર્ક ઓર્ડર મળ્યે ૬ માસમાં પુર્ણ કરવાનું રહેશે. કચેરીની સંખ્યા વધ/ઘટ કરવાની સત્તા મિશન ડાયરેક્ટર (DHS) અને મુખ્ય જિલ્લા આરોગ્ય અધિકારી, દેવભૂમિ દ્વારકાને રહેશે તેમજ ઓડીટ રીપોર્ટ સંસ્થા વાઈઝ તેમજ વર્ષ વાઈઝ (બેલેન્સસીટ, રીસીપ્ટ એન્ડ પેમેન્ટ, ઇન્કમ એક્ષપેન્ડીચર, યુ.ટી.સી. સાથે) પાંચ નકલમાં રજુ કરવાના રહેશે.

- 13) બીડ સાથે બીડફોર્મમાં દર્શાવેલ તમામ સાધનિક કાગળોની કોપી (સ્પષ્ટ વંચાય તેવી) અપલોડ કરવાની રહેશે.
- 14) બીડ સાથે ઓડીટરશ્રી દ્વારા કોઈપણ સરકારી સંસ્થામાં ઓડીટની કામગીરી કરવામાં આવેલ હોયતો કામગીરીના ઓર્ડરની નકલ અચુક જોડવાની રહેશે.
- 15) શરતી ટેન્ડર માન્ય કરવામાં આવશે નહીં.
- 16) સરકારશ્રી, એન.એચ.એમ.ની વખતો વખતની માર્ગદર્શિકા/આર.એફ.પી. (આર.એફ.પી. આ સાથે સામેલ છે) મુજબ ઓડીટ કામગીરી કરવાની રહેશે.
- 17) નિયમોનુસાર સરકારશ્રીના નિયમોનુસાર કર કપાત કરવામાં આવશે તેમજ ચુકવણું સંબંધિત પ્રા.આ.કેન્દ્ર, શ.પ્રા.આ.કેન્દ્ર, સબ સેન્ટર, ગ્રામ સંજીવની સમિતિ તથા મહિલા આરોગ્ય સમિતીનાં તાલુકા દ્વારા કરવામાં આવશે.
- 18) ઓડીટરશ્રી એ દેવભૂમિ દ્વારકા જિલ્લાના તાબાના તમામ તાલુકા હેલ્થ કચેરી(કુલ-૪) , પ્રાથમિક આરોગ્ય કેન્દ્રો (અર્બન તથા રૂરલ) (કુલ-૨૮), સબ સેન્ટર (કુલ-૧૭૦), ગ્રામ સંજીવની સમિતી (કુલ-૨૪૬) તથા મહિલા આરોગ્ય સમિતી (કુલ-૪૨) ખાતે રૂબરૂ જઈને ઓડીટ કરવાનું રહેશે. જે અંગે અલગથી કોઈપણ પ્રકારનો ચાર્જ આપવામાં આવશે નહીં.
- 19) ઓડીટ પુર્ણ થયા બાદ દિન-૩૦ માં ઓડીટ રીપોર્ટ સંબંધિત કચેરીને રજુ કરવાનો રહેશે.
- 20) ટેન્ડર મંજૂર થયે ઓડીટ શરૂ કરતા પહેલા ઓડીટ પુર્વ તૈયારી તેમજ આયોજન સંબંધિત અધિકારીશ્રી (ડી.એફ.ઓ.) સાથે સંકલનમાં રહી કરવાનું રહેશે.
- 21) સદર ઓડીટ નાણાકીય વર્ષ ૨૦૧૯-૨૦ થી ૨૦૨૪-૨૫ નાં સમયગાળાનું કરવાનું રહેશે.
- 22) ઓડીટ અંગેની કોઈપણ તકરાર માટે ન્યાયક્ષેત્ર દેવભૂમિ દ્વારકા (ખંભાલીયા) રહેશે.
- 23) વાર્ષિક પ્રતિ સમિતીનું પ્રતિ વર્ષનું અંદાજીત બજેટ પ્રતિ તાલુકા હેલ્થ કચેરી માં રૂ.૩,૫૦,૦૦,૦૦૦/-પ્રા.આ.કેન્દ્ર કક્ષામાં રૂ.૪૦,૦૦,૦૦૦/-, સબ સેન્ટર કક્ષામાં રૂ.૨૦,૦૦૦/-,

ગ્રામ્ય સંજીવની સમિતી કક્ષામાં રૂ.૧૦,૦૦૦/- તથા મહિલા આરોગ્ય સમિતી કક્ષામાં રૂ.૫,૦૦૦/- રહેશે.

- 24) ટેન્ડર મંજૂર કરવા કે રદ કરવા તેની આખરી સત્તા આ કચેરીને અબાધિત રહેશે. તેમજ ઉપરોક્ત શરતો સિવાય કોઈપણ તબક્કે કોઈપણ પ્રકારની તકરાર અથવા અન્ય કોઈપણ સંજોગોમાં/કોઈપણ પ્રકારની વિસંગતતા ઉભી થયે તેમજ જરૂર જણાયે કોઈપણ શરતોમાં સુધારો વધારો કરવાની સત્તા માત્ર અત્રેની કચેરીને રહેશે/અત્રેની કચેરી દ્વારા જે પણ નિર્ણય કરવામાં આવશે તે માન્ય રાખવાનો રહેશે.
- 25) ટેન્ડર ફક્ત ઓનલાઈન ભરવાનું રહેશે તથા આ ટેન્ડર મુજબ માન્ય થયેલ ઓડીટરશ્રી દ્વારા ઓડીટ કામગીરી કરવાની રહેશે.
- 26) જે ઓડીટરના ભાવ મંજૂર થયે તે પાર્ટીએ દેવભૂમિ દ્વારકા જિલ્લામાં આવીને સબંધિત કચેરી ખાતે સ્વખર્ચે જઈને કામગીરી કરવાની રહેશે જેના માટે અલગથી કોઈપણ પ્રકારનો ચાર્જ આપવામાં આવશે નહીં તથા કામગીરી પુર્ણ થયા બાદ સબંધિત તાલુકા હેલ્થ ઓફિસરશ્રીની સહી વાળુ કામગીરી સંતોષકારક પુર્ણ કરેલ છે તે પ્રકારનું પ્રમાણપત્ર આપવાનું રહેશે અને ત્યારબાદ ચુકવણું કરવામાં આવશે.
- 27) ઉપરોક્ત અલગ સેન્ટરની ઓડીટ કામગીરી કરવાની રહેશે અને તમામ સેન્ટરો માટે અલગ અલગ ભાવ દર્શાવવાનો રહેશે. કોઈપણ આઈટમના ભાવ ભરવાના બાકી રહેશે તો તે પાર્ટીનું ટેન્ડર રદ ગણવામાં આવશે. આ ઓડીટ કામગીરી જિલ્લા કક્ષાએ પ્લાનીંગ કરવામાં આવે તે સેન્ટર ઉપર જઈને ઓડીટ કામગીરી કરવાની રહેશે.
- 28) ટેન્ડરમાં કોઈપણ પ્રકારની શરતો રજૂ કરવાની રહેશે નહીં અને જો ટેન્ડર શરતી હશે તો તે આપોઆપ રદ ગણાશે.
- 29) ટેન્ડરમાં દર્શાવેલ તમામ સેન્ટર પૈકી જરૂરીયાત મુજબ ઓડીટ કામગીરી કરાવવામાં આવશે.
- 30) આર.એફ.પી./શરતોમાં નિયત કરેલ સમય મર્યાદા પછી કામગીરી કરનાર પાર્ટી પાસે જેટલા સમય માટે વિલંબ થશે તો મંજૂર થયેલ ભાવો માંથી અઠવાડીક ૧% તથા વધુમાં વધુ ૫% દંડ વસુલ કરવામાં આવશે તે સંસ્થાને બંધનકર્તા રહેશે વિલંબ સમય માટે વસુલ કરવાપાત્ર દંડની રકમ બિલમાંથી વસુલ લેવામાં આવશે જે સબંધિત ઇજારદારશ્રીને

બંધનકર્તા રહેશે અને આવી રકમ સરકારશ્રીમાં જમા કરવાને પાત્ર રહેશે અને તે રીફંડને પાત્ર રહેશે નહીં.

- 31) ટેન્ડર અપલોડ કર્યા બાદ રીંગ કરવાના ઈરાદે કે અન્ય કારણે ટેકનીકલ બીડનું કવર રજૂ નહીં કરી, સ્પર્ધામાંથી ખસી જનાર ઇજારદારશ્રીની ઈ.એમ.ડી. કે અન્ય જમા રકમ જપ્ત કરી કાયદેસરની કાર્યવાહી હાથ ધરવામાં આવશે.
- 32) અત્રેની કચેરી દ્વારા જે તારીખો ફાળવવામાં આવે તે તારીખોમાં ઓડીટ કામગીરી કરવાની રહેશે તથા જે સમય આપવામાં આવે તે સમયમર્યાદામાં ઓડીટ કામગીરી પૂર્ણ કરીને રીપોર્ટ સબમીટ કરાવવાનો રહેશે તથા રિપોર્ટ 3 નકલમાં આપવાનો રહેશે.
- 33) કોન્ટ્રાક્ટનો સમયગાળો માત્ર સદર ટેન્ડર પુરતોજ રહેશે જેમાં સમયગાળામાં વધારો થઈ શકશે નહીં.
- 34) મંજૂર થયેલા ભાવ કોઈપણ સંજોગોમાં ભાવ કરારના સમય દરમિયાન વધારી આપવામાં આવશે નહીં.
- 35) આ ટેન્ડર દ્વારા ભાવ મંજૂર કર્યા બાદ અત્રેની કચેરીએથી આપેલ સૂચના મુજબ ની કામગીરી પૂર્ણ કરવામાં આવશે નહીં. અથવાતો કોઈપણ પ્રકારની ક્ષતિ અથવા ગેરરીતી માલુમ પડશે તો આપના ભાવ તે સમયે રદ કરીને સિક્યુરીટી ડીપોઝીટ જપ્ત કરવામાં આવશે.
- 36) મંજૂર કરવામાં આવેલ ભાવ, શરતો અને સૂચના મુજબ ઓડીટ કામગીરી પૂર્ણ કરવાની રહેશે અને તેમ કરવામાં યુક્ત થશે તો તે અંગે અત્રેથી લેવામાં આવેલ આખરી નિર્ણય ઇજારદારને બંધનકર્તા રહેશે.
- 37) ટેન્ડર ઓડીટ કામગીરી દરમિયાન હોટલ સ્ટે/વાહન વ્યવસ્થા અંગેનો ખર્ચ અત્રેની કચેરી કે તાબાની કોઈપણ કચેરી દ્વારા કરવામાં આવશે નહીં જે ધ્યાને લઈ પાર્ટી દ્વારા ભાવો રજૂ કરવાના રહેશે.
- 38) દરેક કચેરીનો ઓડીટ રિપોર્ટ/યુ.ટી.સી./અન્ય ફાયનાન્સિયલ રિપોર્ટ નો નમુનો અત્રેની કચેરીના ડી.એફ.ઓ. દ્વારા જે આપવામાં આવે તે મુજબજ ઓડીટ રિપોર્ટ સેટ બનાવવાનો રહેશે.

- 39) ઉપરોક્ત શરતો સિવાય બીડ સાથે અપલોડ કરવામાં આવેલ આર.એફ.પી. માં દર્શાવવામાં આવેલ તમામ બાબતોની/શરતો ની સંપૂર્ણપણે અમલવારી કરવાની રહેશે.
- 40) ઉપરોક્ત શરતો સિવાય કોઈપણ તબક્કે કોઈપણ પ્રકારની તકરાર અથવા અન્ય કોઈપણ સંજોગોમાં/કોઈપણ પ્રકારની વિસંગતતા ઉભી થયે તેમજ જરૂર જણાયે કોઈપણ શરતોમાં સુધારો વધારો કરવાની સત્તા માત્ર અત્રેની કચેરીને રહેશે/અત્રેની કચેરી દ્વારા જે પણ નિર્ણય કરવામાં આવશે તે માન્ય રાખવાનો રહેશે.

Request for Proposal (RFP)

Appointment of auditor for the statutory audit of all Taluka Health Offices, Primary Health Centers (Rural & Urban), Sub Centers, Gram Sanjivani Samiti & Mahila Aarogya Samiti in Devbhumi Dwarka District for the period of 2019-20 to 2024-25

(2026-27)

ISSUED BY:

District Health Society Devbhumi Dwarka

Disclaimer

The information contained in this Request for Proposal (RFP) Document is being provided to interested bidders on the terms and conditions set out in this document. The purpose of this RFP Document (hereinafter called RFP: Request for Proposal) is to provide interested parties with information that may be useful to them in making their pre-qualification, technical and commercial offers pursuant to this RFP.

This RFP includes statements, which reflect various assumptions and assessments arrived at by the District Health Society Devbhumi Dwarka (DHS). Such assumptions, assessments and statements do not purport to contain all the information that each Bidder may require. This RFP may not be appropriate for all persons, and it is not possible for the DHS, its employees or advisors to consider the investment objectives, financial situation and particular needs of each party who reads or uses this RFP. The assumptions, assessments, statements and information contained in the RFP may not be complete, accurate, adequate or correct. Each Bidder should, therefore, conduct its own investigations and analysis and should check the accuracy, adequacy, correctness, reliability and completeness of the assumptions, assessments, statements and information contained in this RFP and obtain independent advice from appropriate sources.

Information provided in this RFP to the Bidders is on a wide range of matters, some of which may depend upon the interpretation of law. The information given is not intended to be an exhaustive account of statutory requirements and should not be regarded as a complete or authoritative statement of law. The DHS accepts no responsibility for the accuracy or otherwise of any interpretation or opinion on law expressed herein. The DHS, its employees and advisors, make no representation or warranty and shall have no liability to any person, including any Bidder under any law, statute, rules or regulations or tort, principles of restitution or unjust enrichment or otherwise for any loss, damages, costs or expenses which may arise from or be incurred or suffered on account of anything contained in this RFP or otherwise, including the accuracy, adequacy, correctness, completeness or reliability of the RFP and any assessment, assumption, statement or information contained therein or deemed to form part of this RFP Document or arising in any way for participation in this Bid Process. The DHS also accepts ‘no

liability' of any nature, whether resulting from negligence or otherwise howsoever caused, arising from the reliance of any Bidder upon the statements contained in this RFP.

The DHS may, at its absolute discretion, but without being under any obligation to do so, update, amend or supplement the information, assessment or assumptions contained in this RFP. The issue of this RFP does not imply that the DHS is bound to select or appoint a Bidder, as the case may be, for the Project and the DHS reserves the right to reject all or any of the Bidder or Bids without assigning any reason whatsoever. The Bidders shall bear all costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses associated with any demonstrations or presentations which may be required by the DHS or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will remain with the Bidder and the DHS shall not be liable in any manner whatsoever for the same or for any other costs or other expenses incurred by a Bidder in preparation or submission of the Bid, regardless of the conduct or outcome of the Bidding Process.

1. FACT SHEET AND RFP SCHEDULE

S.No	Reference	Description
1.	Project Title	Statutory Audit of THO, PHC, UPHC, SC, GSS, MAS
2	RFP Title	Selection of Audit Firm for conducting Statutory Audit of all Taluka Health Office, Primary Health Centers (Rural & Urban) , Sub Centers, Gram Sanjivani Samiti & Mahila Aarogya Samiti Of Devbhumi Dwarka District
3	Name of Bid Inviting Authority	Mission Director DHS & Chief District Health Officer, Devbhumi Dwarka (Khambhaliya) , District Panchayat Office, Jilla Seva Sadan Campus, Lalpur Bypass Road, At.Dharampur, Taluka- Khambhaliya, Dist. Devbhumi Dwarka, Pin-361305
4	Name and Contact of Officer	Prakash R Vala , District Finance Officer (NHM) on behalf of Mission Director DHS & Chief District Health Officer, Devbhumi Dwarka (Khambhaliya)
5	Audit Period	The audit will cover All Taluka Health Office (Total = 4) , Primary Health Centers (Rural Total = 23, Urban Total = 5), Sub Centers (Total = 170), Gram Sanjivani Samiti (Total = 246) , Mahila Aarogya Samiti (Total = 42) for the financial year 2019-20 to 2024-25
6	Availability of RFP document	RFP Published on- http://gem.gov.in portal.
7	Tenure of the Contract	Only Once For 2019-20 to 2024-25
8	Earnest Money Deposit/ Bid security	3% of the total estimated bid value. The MSE registered bidder seeking EMD exemption must submit the valid supporting document for the relevant category as per GeM GTC (MSEs recognized by DPIIT under the Start-up India Program and having Udyam registration as well as registration with CSPO or National Small Industries

		Corporation as a MSE) with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD.
9	Mode for submission of Bids	Bidders are to upload their technical and financial Bids on the e-procurement portal http://gem.gov.in portal. The Commercial Bid is to be submitted through online mode only. Submission of it in any other mode will not be accepted.
10	Method of selection	Two stage evaluation process comprising of: • Technical Evaluation and • Commercial Bid Evaluation
11	Date till which the RFP response/ bid should be valid i.e. period of bid validity	The bid proposal shall remain valid for 180 (one hundred and eighty) days from the last date of bid submission.
12	Bid Securing Declaration	The Bidders shall submit, bid securing declaration form as per the format provided in this bid document (Annexure-I) on GEM portal.
13	Last date and time of bid submission/ Bid Due Date	The last date and time for submission of Proposal is as mention on GeM portal. The bidder's proposal needs to be submitted online at www.gem.gov.in on or before the last date and time of submission.
14	Currency	The bidder to state all costs in Indian Rupees only (₹).
15	Late Bids	Late bids i.e. bids received after the specified date and time of receipt will not be considered.

Note 1: The Bidding Process Schedule set out above is indicative in nature and the DHS may, in its sole discretion and without prior notice to the Bidders, amend the Bidding Process Schedule. This responsibility shall lie with the Bidders to verify the Bid Process Schedule and the DHS shall not incur any liability whatsoever arising out of amendments to the Bidding Process Schedule. DHS shall give notice of changes to the Bidding Process Schedule, if any, by Addendum. All bidders are advised to check for any further clarifications, amendments/addendums and corrigendum related to this RFP at the following website: <http://gem.gov.in>.

Note 2: This document is not transferable.

2. DEFINITION AND INTERPRETATIONS

- a) **Addendum or Addenda** means document issued in continuation or as modification or as clarification to certain points in the RFP Documents. The bidders would need to consider the main document as well as any addenda issued subsequently for responding to the bid.
- b) National Rural Health Mission (NRHM) of the Ministry of Health & Family Welfare (MoHFW) was launched on 12th April, 2005 by the Government of India (GOI) to improve medical facilities in the country. Since 2013-14 onwards the NRHM programme has been subsumed under the umbrella programme of the National Health Mission (NHM). NHM is overarching NUHM and also includes Communicable and Non-Communicable Diseases (NCD) as well. The NHM seeks to provide accessible, affordable and quality health care to the population, especially the vulnerable sections.

For the implementation of the above programmes, MoHFW has require the creation of an Integrated Health Society at the State and District levels (registered as a legal entity at the State and District under Societies Registration Act, 1860). Such integrated State Health Society (SHS) works in close coordination with the Directorate of Health & Family Welfare and District Health Societies (DHSs) work in coordination with the District Collector and Chief District Health Officer (CDHO). Program implementation is

done through its Chief District Health Officers' office, Taluka, Community Health Centres (CHCs), Sub District Hospital (SDH) ,“Ayushman Arogya Mandir”- Primary Health Centres Urban & Rural (AAM-PHCs), “Ayushman Arogya Mandir”-Sub- Centres (AAM-SCs), Rogi Kalyan Samities (RKS) and Gram Sanjivani Samiti (GSS) & Mahila Aarogya Samiti (MAS) Certain activities may be managed at the State level such as drug procurement, IEC, civil works, training using specialized entities such as SIHFW, IEC Bureau, PWD, the Directorate of Health and Municipal Corporations for the urban health components.

- c) **Applicable Laws:** All laws, brought into force and effect by Government of India or the Government of Gujarat, including rules, regulations and notifications made there under, and judgments, decrees, injunctions, writs and orders of any court of record, applicable to this RFP.
- d) **Bid** refers to a bid containing Qualification Bid and Commercial Bid that is submitted by eligible Bidder for qualification and award of contract in accordance with this RFP Document as per the provisions laid down therein. Bid (s) means collectively, Bids submitted by the Bidders
- e) **Bidder (s)** refers to eligible company which submit their Bids in accordance with this RFP Document
- f) **Bid Validity Period** shall mean the period of 180 days from the Bid Due Date (excluding the Bid Due Date) for which each bid shall remain valid.
- g) **Companies Act** refers to the Companies Act, 2013, provided that references to any repealed provision contained in the Companies Act, 1956 shall be read as references to the corresponding provision contained in the Companies Act, 2013.
- h) **Contract** means draft Contract provided to the Bidders which shall be executed between selected agency and DHS for implementation of the Scheme
- i) **Days** mean and shall be interpreted as calendar days unless otherwise specified.

- j) **Financial Year** Means the accounting year (viz. 1st April to 31st March) followed by the Bidder in the course of its normal business in India.
- k) **Material Misrepresentation** shall mean an act of intentional hiding or fabrication of a material fact which, if known to the other party, could have terminated, or significantly altered the basis of a contract, deal, or transaction.
- l) **Qualification** Bid refers to qualification proposal submitted by a Bidder, in the format provided in this RFP.
- m) **Successful Bidder** shall mean the Bidder whose bid document is responsive, which has been prequalified and whose financial bid is the lowest among all the shortlisted Bidders and whom the District Health Society (DHS) intends to select and with whom it signs the Contract for Statutory Audit under DHS.
- n) **Selected Bidder** shall mean the successful bidder who has been selected in the bid exercise and has agreed to the terms and conditions of the RFP Document and has signed the Contract with the DHS.
- o) **RFP Documents** refers to this RFP Document published on GEM. Without prejudice, the RFP Documents shall include all Addenda issued by the DHS, any written responses of queries and any other documents made available by the DHS to the Bidders from time to time during the RFP process including the Contract.
- p) **Term** means duration of the Contract, in accordance with the provisions thereof.

3. DETAILED SCOPE OF WORK

District Health Society Devbhumi Dwarka, seeks to invite Proposal from Comptroller & Auditor General of India (C&AG) empaneled Chartered Accountant (CA) firms that are eligible for Government/Public Sector Undertakings (PSU) audits. The audit will cover All Taluka Health Office (Total = 4) , Primary Health Centers (Rural Total = 23, Urban Total = 5), Sub Centers (Total = 170), Gram Sanjivani Samiti (Total = 246) , Mahila Aarogya Samiti (Total = 42) for the financial year 2019-20 to 2024-25. The audit will be conducted for the statutory audit of the Above Centers.

Details about the background of the auditee, the units to be covered in the audit, the scope of work, the terms of reference, and the eligibility criteria for selection of the CA firms are given in the following paragraphs.

1. OBJECTIVE OF AUDIT SERVICES:

I. Objective of Auditing Individual Financial Statements

- a) **Accuracy and Fairness:** To verify that the individual financial statements of the Above All Centers present a true and fair view of the financial position and performance. This includes examining the balance sheet, income & expenditure account, receipt & payment account, and ensuring that they comply with relevant accounting standards and policies.
- b) **Compliance with Accounting Policies:** To assess whether the financial statements are prepared in accordance with the applicable accounting policies, and to ensure that these policies are consistently applied.
- c) **Verification of Transactions:** To review and verify the accuracy and completeness of recorded transactions, ensuring they are properly classified and documented.
- d) **Bank Reconciliation:** To reconcile bank statements with the financial records, identifying and rectifying any discrepancies between the two.
- e) **Statement of Funds Position:** To review the statement of funds position, ensuring that all funds are accurately accounted for and appropriately reported.
- f) **Reconciliation of Expenditures & Income:** To reconcile expenditures and Income reported in the financial statements with supporting documents, ensuring that expenditures are valid, authorized, and accurately recorded.

II. Objective of Auditing Consolidated Financial Statements

- a) Consolidation Accuracy:** To verify that the Consolidated Financial Statements accurately reflect the combined financial position and performance of All Centers and its subsidiaries or related entities, if applicable.
- b) Consistency with Individual Statements:** To ensure that the consolidation process is performed correctly, with consistency between the individual and consolidated financial statements.
- c) Accounting Policies and Notes:** To review the relevant accounting policies, notes to accounts, and schedules included in the consolidated financial statements, ensuring they are clear and comprehensive.
- d) Accuracy in Consolidation Adjustments:** To verify the accuracy of consolidation adjustments, such as elimination of inter-entity transactions, and to ensure that these adjustments are correctly applied.

III. Additional Audit Objectives

- a) Preparation of Utilization of Grant Calculation (UTC):** Auditor have to prepare the UTC grant wise (for all grant which origination received) and trust audit report as per DHS instruction, ensuring accurate reporting of grant utilization and adherence to financial reporting standards.
- b) Filing of Income Tax Returns (ITR):** To ensure that the Income Tax Returns are accurately prepared and filed in compliance with the Income Tax Act. This includes verifying the accuracy of tax computations, deductions, and exemptions claimed. If any scrutiny arises during your contract period, you had responsible to present at Income tax authority.

- c) Reporting to Charity Commissioner:** To prepare and submit the necessary reports in the specified format required by the Charity Commissioner, ensuring that all regulatory requirements are met.

IV. Reporting and Documentation

- a) Audit Report:** To provide a detailed audit report outlining findings, observations, and recommendations for improvements. This report will include:
- Balance Sheet
 - Income & Expenditure Account
 - Receipt & Payment Account
 - Bank Reconciliation Statements
 - Statement of Funds Position
 - Reconciliation of Expenditures
 - Reconciliation of Income
- b) Compliance Report:** To issue a compliance report detailing adherence to accounting standards, statutory regulations, and the Charity Commissioner's requirements.
- c) Recommendations:** To offer recommendations for enhancing financial controls, improving accuracy in financial reporting, and ensuring compliance with applicable laws and regulations.
- d) Standards:** The audit will be carried out in accordance with Engagement & Quality Control Standards (Audit & Assurance Standards) issued by the Institute of Chartered Accountants of India in this regard. The auditor should accordingly consider materiality when planning and performing (except where a certain minimum coverage of implementing units is specified) the audit to reduce the risk to an acceptable level that is consistent with the objective of the audit. In addition, the auditor should specifically consider the risk of material misstatements in the financial statements resulting from fraud.

2. CRITERIA FOR SELECTION OF AUDITORS:

- A) **C&AG empanelled major audit firms:** CA firms that are empaneled with C&AG for the year 2024-25 and eligible for conducting audits of central or state government/ PSUs only will be eligible for the audit of the All Above Centers Mentioned In this regard, firms have to submit the details about the firm as per Form T-2.
- B) **Selection of Bidder:** The selection of the bidder (auditor) will be done through an e-tender mode and basis of Technical evaluation scoring (as mention below).
- C) **Undertaking of State Official Language:** Firms have to give an undertaking that the audit team members are proficient in the state's official language (both oral and written).
- D) Bidders are required to submit an Earnest Money Deposit (EMD) amounting to 3% of the total estimated bid value. The EMD must be submitted in the form of a Demand Draft issued by any nationalized or scheduled commercial bank (of India) on the name of **District Health Society NON NHM- Devbhumi Dwarka**. Bidders claiming exemption under applicable government rules (e.g., MSMEs registered with Udyam/NSIC) must submit valid supporting documents.

A copy of the bid security/ EMD should be uploaded on the <http://gem.gov.in> and the original is to be submitted in a separately sealed envelope (Address:- Mission Director DHS & Chief District Health Officer, Devbhumi Dwarka (Khambhaliya) , District Panchayat Office, Jilla Seva Sadan Campus, Lalpur Bypass Road, At.Dharampur, Taluka- Khambhaliya, Dist. Devbhumi Dwarka, Pin-361305) before the last date of the bid submission. Bids submitted without the EMD, or without adequate EMD, or after the last date of bid submission will be liable for rejection without providing any opportunity to the bidder concerned.

The EMD shall be valid for at least 90 days from the date of bid submission. It will be forfeited if the bidder withdraws or modifies the bid during its validity, fails to sign the contract, or does not submit the required Performance Security. The EMD of unsuccessful bidders will be refunded without interest after finalization of the RFP, and for the successful bidder, it will be refunded upon submission of Performance Security.

- E) **Audit Fees and TA/DA:** The firms that are interested in being appointed will have to quote consolidated audit fees, including expenses on TA/DA and taxes.
- F) **All financial and legal documents must be in the name of the same entity applying for the RFP.** Documents belonging to any other individual or firm will not be accepted. Bids with mismatched documentation will be summarily rejected.
- G) **Firm whose Branch/ Head office is in Gujarat are only eligible for this RFP. Bidders are required to attach supporting document in the technical bid as a proof of the same.**
- H) **Re-appointment of Auditor:** No Re-Appointment to be made.
- I) In case the same audit fee is quoted by two or more CA firms, the selection of auditor shall be done based on technical evaluation scoring and DHS discretion.
- J) The other major points related to statutory audit are as follows:
 - Before issuing the work order, the State should ensure that the selected firm is clearly informed about the audit requirements, including the number of implementing agencies from whom Utilization Certificates (UCs) are to be obtained. This is essential to ensure that the quality of the audit is not compromised and that no issues arise later regarding the scope of work.
 - The DHS should ensure that a bid evaluation committee is constituted at the State level for the evaluation of the technical and financial bids.

- Selection of auditor and for follow-up and issue of compliance to the audit observations of the previous years.
- After the completion of the audit, DHS to organize a meeting with the auditors to discuss audit observations.
- A copy of the working papers of the auditors shall be retained by the Finance wing DHS at the District Health Society Devbhumi Dwarka.
- Audit Report as per Appendices of the RFP has to be submitted in four copy with spiral binding along with the soft copy (PDF/Scanned) mailed to dfo.health.dwarka@gmail.com

3. SCOPE & COVERAGE OF AUDIT:

The responsibilities of the statutory auditors should include reporting on the adequacy of internal controls, the accuracy and propriety of transactions, the extent to which assets are accounted for and safeguarded, and the level of compliance with financial norms and procedures of the operational guidelines. The statutory audit should be carried out at the Respective Centers.

The scope of work of “State Statutory Auditors” is as follows:

- 1) Audit of the All Above Centers accounts and expenditure incurred by Them.
- 2) Verification of books of accounts.
- 3) Audit of Advance at the All level.
- 4) Audit of the Provisional Utilization Certificate sent to DHS.
- 5) Adherence to the NHM financial guidelines.
- 6) Financial statements and books of accounts do comply with all the applicable laws and regulations.
- 7) The funds were utilized for the purposes for which they were provided.
- 8) Checking of various taxes/statutory compliance.
- 9) Verification of audit of vouchers, journal entries, all transactions of provision.
- 10) Preparation of all UTC grant wise and Trust Audit report with Annexure as per DHS instruction.

11) Any other evaluation works, as desired by the DHS.

4. COVERAGE:

The auditor shall cover the accounts of All Centers Mentioned Above .

- Notes on Accounts showing the accounting policies followed in the preparation of accounts of the Above Mentioned Centers, and any other significant observation of the auditor.
- The auditor shall have to specify the significant observations, including internal control weaknesses for each program, and also specify the institution to which these relate to enable or facilitate appropriate follow up action.
- Sanction wise UCs (12-C of GFR 2017) ; duly tallied with the Income & Expenditure and expenditure on Fixed Asset during the financial year (which have been shown as capitalized). [Attach a statement showing the details of expenditures clubbed in the Utilization Certificate tallying with the Income & Expenditure Account and Schedules forming part of it].

Also, a separate UC for state share contribution needs to be issued by the auditor.

- Action Taken Report on the previous year's audit observations.

5. REPORTING AND TIMING

The final signed audit report must be submitted within 75 days from the date of issuance of the GeM contract order. The Auditor is required to promptly forward four spiral-bound hard copies along with a soft copy in both MS Excel/MS Word format and scanned PDF format via email, along with the final Utilization Certificates to the DHS.

The Penalty clause for non-completion of statutory audit within schedule time should be as follows:

- *A penalty of 1% of the total annual audit fees shall be imposed for every delay of 7 days beyond the stipulated 30-day submission period.*
- *In case of a delay exceeding 90 days, the contract may be terminated, the security*

deposit shall be forfeited, and necessary legal action may be initiated against the agency.

6. ADDITIONAL INSTRUCTIONS TO AUDITORS:

- Audit Report of the All Above Centers shall include audit of all the transactions.
- Audit for the financial year will include all the components.
- The auditor shall prepare and certify all the UCs in the prescribed format (as prescribed by DHS) The UCs shall be furnished sanction- wise, and the UCs should be signed by the Competent Authority of All Above Mentioned Centers.
- The professional fees for undertaking the said assignments shall be payable upon the successful completion of the audit work and summation of report and All required UTC for FY 2019-20 to 2024-25.
- The CA/CA firm cannot assign/outsource/subcontract the work entrusted to the subcontractor in any manner, what so ever, or any portion to other C.A / C.A. firm.
- Non-compliance with the RFP terms and conditions, breach of contract, or misconduct will be reported to C&AG & ICAI, in addition to legal actions under the jurisdiction of Jam Khambhaliya.
- The DHS reserves the right to change/cancelled the evaluation / marking criteria without assigning any reason and to change in evaluation criteria as per requirement and in the interest of the organization.

7. CONFIDENTIALITY:

- The appointed firm, their personnel, partners or employee, shall not disclose any proprietary or confidential information relating to any of the project(s) / Scheme(s)/ Initiatives / services / contracts, or the DHS operations without prior written consent of the management of DHS.
- The firm shall deliver all reports and other documents to DHS together with a detailed inventory thereof. The firm may retain a copy of such report and documents but shall not use these reports and documents for purposes unrelated to this contract

without prior written approval of DHS.

- The appointed firm has to undertake that all the knowledge and information not within the public domain, which may be acquired during the execution of the assignment(s), shall be, for all time and for all purposes, regarded as strictly confidential and held in confidence, and shall not be directly disclosed to any person whatsoever, except with the prior written permission of DHS, the appointing authority.

8. SYSTEM IMPROVEMENT:

The selected firm will report any lacuna noticed in the existing procedures and suggest improvement. Any duplication of work or unnecessary data noticed will be highlighted separately to the DHS authority.

9. GUIDELINES FOR SUBMITTING THE PROPOSALS:

- A. Agencies are required to submit the proposal as per the guidelines and formats detailed out in the following paragraph:
 - i. The original and all copies of the technical proposal shall be uploaded on the e-tender website (<https://gem.gov.in/>).
 - ii. All agencies must comply with the technical specification, general conditions and Format/Requirements for technical and financial proposals.
 - iii. Financial proposals submitted by the firm should be valid for 6 months (180 days) from the date of submission of the proposal by the firm.
 - iv. Each page, Form, Annexure and Appendices of the Technical and Financial Proposal must be signed and stamped by the Authorized Signatory of the firm. Non submission/ Incomplete form submission/ wrong data submission/ lead to technical rejection of firm.
 - v. DHS reserves the right to accept or reject any proposal without giving any explanation and can change the evaluation criteria as per its requirements in the interest of the organization.
 - vi. If the required constitution of the team is not deployed the state may take appropriate

- action as it deems fit (including blacklisting of the firm) against the firm, keeping the Ministry informed.
- vii. The firm shall give an undertaking that the team members are proficient in the State's official language (both oral and written).
 - viii. The financial bid will be open only for the technically qualified bidder.
- B. The Bidder shall be debarred from participating in any future DHS Tenders for a period of three consecutive years from the date of allotment of work order, on account of one or more of the following reasons:
- (a) If the Bidder withdraws its Bid during the period of Bid Validity, as specified in this RFP and as extended by the Bidder from time to time.
 - (b) In case of a Successful Bidder, if such Successful Bidder fails:
 - (i) To sign/accept and return the duplicate copy of the work order; or
 - (ii) To sign the formal Contract, or commence the assignment within the time limit stipulated by the DHS or
 - (iii) To furnish Performance Security within the time limit stipulated by the DHS or
 - (iv) If the Bidder is found to be involved in fraudulent practices, corrupt practices, collusive practices, coercive practices, undesirable practices, restrictive practices or obtrusive practices, as specified in this RFP; or
 - (v) If the Successful Bidder fails to submit the copy of the work order and acceptance thereof or does not execute the Contract, the DHS reserves the right to blacklist such Bidders from participating in future tenders, for a period of three consecutive years from the date of such blacklisting or decided by DHS.

10. ACKNOWLEDGEMENT BY THE BIDDER

The Bidder, by submitting its Bid pursuant to this RFP, shall be deemed to have acknowledged and confirmed that the DHS will suffer loss and damage on account of withdrawal of its Bid or for any other default by the Bidder during the Bid Validity period.

11. TECHNICAL DOCUMENTS: (List of documents to be scanned and uploaded):

The following documents as per standard format detailed in bid document, or as per standard dictated by Regulatory/ Statutory bodies, shall be scanned and uploaded along with the bid document as per requirements.

Sl No.	Name of the Documents
1	Form T-1
2	Form T-2, T-3, T-4, T-5
3	Form U
4	Certificate of ICAI
5	Proof of C & AG empanelment
6	Copy of Partnership Deed
7	Copy of Balance Sheet and P & L Account of the last three financial years (2022-23,2023-24 and 2024-25) with Break-up of Audit Fees and other fees received

Other Important Documents:

Sl. No.	Name of the Documents
1	PAN Card
2	GST Registration
3	Experience Certificates/Appointment Letters/Offer Letters
4	Firm's Staff Details

For each above mentioned document, the bidders shall scan in 100 dpi resolution into PDF and upload them.

Sd/-

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Mission Director DHS & Chief District Health Officer,

Devbhumi Dwarka (Khambhaliya) , District Panchayat Office, Jilla Seva Sadan Campus,

Lalpur Bypass Road, At.Dharampur, Taluka- Khambhaliya, Dist. Devbhumi Dwarka, Pin-361305

Form T-1
Letter of Transmittal

To,
Mission Director DHS &
Chief District Health Officer,
Devbhumi Dwarka.
(Khambhaliya).

Sir/Madam,

We, the undersigned, offer to provide the audit services for District Health Society Devbhumi Dwarka in accordance with your Request for Proposal dated [Insert Date]. We are hereby submitting our Proposal, having details about the firm and proposed audit fees.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification. The Fees quoted by us is valid till six months from the date of submission of the proposal. We confirm that this proposal will remain binding upon us and may be accepted by you at any time before the expiry date. Prices have been arrived independently without consultation, communication, agreement or understanding (for the purpose of restricting competition) with any competitor.

We agree to bear all costs incurred by us in connection with the preparation and submission of the proposal and to bear any further pre-contract costs. We understand that District Health Society Devbhumi Dwarka is not bound to accept the lowest or any proposal or to give any reason for award, or for the rejection of any proposal.

I confirm that I have authority of [Insert Name of the C.A. Firm] to submit the proposal and to negotiate on its behalf.

Yours faithfully,
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Form T- 2

Format for Technical Proposal

Sl. No.	PARTICULARS	
1	Name of the Firm	
2	Head Office Addresses:	Address
		Phone No:
		Fax No:
		Mobile No. of Head Office In-charge with Name and designation:
	Date of establishment of the firm	
	Date since when is H.O. at the existing Station	
	Branch Office 1, 2, 3 (Particulars of each branch to be provided).	In case the firm has more than one branch, details of all branches should be incorporated, including the address, contact information, and the name of the branch head:
Mention the date of establishment of each branch offices since when existed at the existing place		
3	Firm Income Tax PAN No.	Attach Copy of PAN Card
5	Firms GST Registration No.	Attach Copy of Registration
6	Firm's Registration No. with ICAI	Attach Latest Copy of Certificate downloaded from ICAI website showing the name & address of HO, BO & Partners etc.
7	Empanelment No. with C&AG	Attach Proof of Empanelment with C &AG for the year under audit (2024-25) confirming the firm is eligible for Government/ PSUs audits

8	No. of Years of Firm Existence & Date of establishment of Firm	Attach Copy of Partnership deed
9	Turnover of the Firm in last three years	Attach copy of Balance Sheet & Profit & Loss Account of the last three years or a CA Certificate give break- up of Audit Fees and other fees received.
10	Audit Experience of the Firm: 1. Number of Assignments in Commercial/Statutory Audit 2. Number of Assignments of Externally Aided Projects/Social Sector Project (excluding audit of Charitable Org.) Institutions & NGOs 3. Experience in the NHM audit	Copy of the work order for each assignments
11	Details of Partners: Provide following details: *Number of Full Time Fellow Partners associated with the firm *Name of each partner *Date of becoming ACA and FCA *Date of joining the firm *Membership No. *Qualification **Experience *Whether the partner is engaged full time or part time with the firm *Their Contact Mobile No., email and full Address (Attested copy of Certificate/letter of ICAI not before 01/04/2025)	Attested copy of certificate of ICAI not before 01/04/2025

Note: The firm shall give an undertaking that the team members are proficient in the State's official language (both oral and written).

Form T-3

A. Details of Qualified Staff (Chartered Accountants)

(Please provide attested copy of Certificate of ICAI generated on or after 01.04.2025 for each qualified staff)

S. No.	Name of Staff	Length of Association with the Firm(in years)	Educational Qualification	Area of Key Expertise	Membership No.	Relevant Experience

B. Details of Semi-Qualified Staff (including Article Clerks etc.)

Sr. No.	Name Of Staff	Length Of Association with the Firm (in years)	Educational Qualification	Area of Key Expertise	Relevant Experience	Remarks
Qualified Staffs:						
1						
2						
Article Clerks:						
1						
2						
Others						
1						
2						

Firms must also clearly bring out the number of teams it plans to deploy for the audit keeping in view the scope of work, coverage and Guidelines for submitting the proposal. Structure of each team should be indicated as per format below:

Minimum staff as required for audit must be deployed by the firm. Minimum 2 members will be required in the team. If DHS feels that more staff is required for audit, the DHS has right to ask for same and it should be coordinated by the firms as well.

Form T-4

Total income of CA Firm in India with break-up of fees				(Rs. In Lacs)
F.Y	Audit fees	Income Tax Matters	Others	Total Turnover
2022-23				
2023-24				
2024-25				
Total				
Average of above three years				

Form T-5

Brief of Relevant Experience:

Experience of Statutory audit in relation to Government Entities (other than Bank)						
S. No.	Name of the Auditee Organization	Grant-in-Aids handled of the Auditee organization	Type/Nature Of Assignment	Scope & Coverage of the assignment	Duration of Completion Of Assignment	Proof of the Letter of Work Or Assignment Awarded by the Auditee Organization (Pl attach a copy of the letter)

Number of Centers may be higher than above Mentioned at the time of audit because of any government or regulatory decisions and the same needs to be covered under audit, at the discretion of State Health Society which will be binding on us.

Name & Signature of Authorized Person

Form U

(Letter of undertaking for having the local office in the State)

To,
Mission Director DHS &
Chief District Health Officer,
Devbhumi Dwarka.
(Khambhaliya).

Sir/Madam,

We, the undersigned offer to provide the audit services for District Health Society Devbhumi Dwarka In accordance with your Request for Proposal dated [insert date].We hereby submit our Proposal, having details about the firm and proposed audit fees.

We hereby declare that our firm is having Head/Branch offices in the State of.....and is situated at.....address..... Proof (photo copy of letter for incorporation of firm, lease agreement, phone connection, Electric Connection etc.) of this office in the State is enclosed herewith.

We hereby also give an undertaking that the firm's staffs deputed for the audit are proficient in State's/Uts local language, both in oral and written form.

We hereby understand that any information given here if found to be false or misleading will be treated as fraud and appropriate action can be taken in this regard.

Yours faithfully

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Encl:

1.....

2.....

TECHNICAL EVALUATION

The audit committee has to evaluate the bids submitted by interested firms on the following parameters:

	Criteria	Max Score	Slab-wise Score
1	Nature of CA Firm:	10	
a.	Proprietorship		5
b.	Partnership/LLP/Pvt. Ltd		10
2	Status of Auditor:	10	
a.	FCA		10
b.	ACA		05
3	Years of Experience of Statutory Auditor:	10	
a.	Experience>10years		10
b.	Experience≤10 years		07
c.	Experience≤5		05
4	Office Situated:	10	
a.	Head Office or Branch in Gujarat.		10
b.	Head office/ Branch Office in Dwarka District.		05
5.	Category of Other Staff:	15	
a.	Semi-Qualified CA/CMA inter at least one staff		15
b.	M.Com/B.Com at least three staffs		10
6	Nature of Experience on Statutory Audit:	25	
a.	Previously NHM Audit experience any year		25
b.	Statutory audit experience of Government Departments, Societies, or other Government Bodies (excluding Bank Audits, Internal		20
	Audit/Pre audit, Concurrent Audit)		
c.	Externally Aided Projects/Social Sector Project (excluding Audit of Charitable Org.) Institutions & NGOs/ Any other statutory audit experience		15
7	Average turnover of the firm in last 3 years (only Audit Fees)	20	
a.	Turnover>1Crore		20
b.	Turnover≤1Crore		15
c.	Turnover≤50lakh		10
d.	Turnover≤20lakh		05
Total marks (1+2+3+4+5+6+7)		100	

Note: Audit Firm will be technically qualified after clearance of cutoff marks of 60 and above (Sixty and above) out of 100 (Hundred).

Annexure I– Format of Bid Securing (EMD) Declaration

Bid Securing Declaration Form

Date: _____

Tender/RFP No. _____

To (insert complete name and address of the purchaser)

I/We. The under signed, declare that:

I/We understand that, according to your conditions, bids must be supported by a Bid Securing Declaration.

I/We accept that I/We may be disqualified from bidding for any contract with you for a period of three year from the date of notification if I am/We are in a breach of any obligation under the bid conditions, because I/We

- a. have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity specified in the form of Bid; or
- b. having been notified of the acceptance of our Bid by the purchaser during the period of bid validity (i) fail or reuse to execute the contract, if required, or (ii) fail or refuse to furnish the Performance Security, in accordance with the Instructions to Bidders.

I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of (i) the receipt of your notification of the name of the successful Bidder; or (ii) thirty days after the expiration of the validity of my/our Bid.

Signed:

(insert signature of person whose name and capacity are shown)

In the capacity of

(insert legal capacity of person signing the Bid Securing Declaration)

Name:

(insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of

(insert complete name of Bidder)

Dated on _____ day of _____

(insert date of signing)

Corporate Seal (where appropriate)

Financial Document Indicating Price Breakup Format

Sr.No.	Type Of Center	Per Year Per Center Amount Rs.	Number Of Centers	Total
1	PHC	0	23	0
2	SC	0	170	0
3	GSS	0	246	0
4	THO	0	4	0
5	MAS	0	42	0
Total				0