

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	30-06-2026 14:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	30-06-2026 14:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Petroleum And Natural Gas
विभाग का नाम/Department Name	Indian Strategic Petroleum Reserves Limited
संगठन का नाम/Organisation Name	Indian Strategic Petroleum Reserves Limited
कार्यालय का नाम/Office Name	Noida
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	isprl@isprlindia.com
वस्तु श्रेणी /Item Category	Financial Audit Services - Review of Financial Statements, As per Tender Document; CA Firm
अनुबंध अवधि /Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	100 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	3 Year (s)
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) *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

बिड विवरण/Bid Details

क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् 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 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	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
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
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/सेवा प्रदाता को खरीद में प्राथमिकता, यदि उनका मूल्य L1+X% / Purchase Preference to MSE OEMs/ Service Provider available upto price within L1+X%	15
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1. 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.
2. 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.
3. **Purchase preference to Micro and Small Enterprises (MSEs):** Purchase preference will be given to MSEs having valid Udyam Certificate and whose credentials are validated online through Udyam Registration portal 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 themselves of the Purchase preference, the bidder must be the manufacturer / OEM of the offered product on GeM. In respect of bid for Services, the bidder must be the Service provider of the offered Service. Traders are excluded from the purview of Public Procurement Policy for Micro and Small Enterprises and hence resellers offering products manufactured by some other OEM are not eligible for any purchase preference. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered product or service, and Buyer will decide eligibility for purchase preference based on documentary evidence submitted in case of product bids, whereas in case of services the eligibility is automatically validated. If L-1 is not an MSE and MSE Seller (s) has / have quoted price within L-1+ 15% (Selected by Buyer) of margin of purchase preference /price band defined in relevant policy, such MSE Seller shall be given opportunity to match L-1 price and contract will be awarded for % (selected by Buyer) percentage of total quantity. The buyers are advised to refer 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. Benefits of MSE will be allowed only if seller is validated on-line in GeM profile as well as validated and approved by Buyer after evaluation of documents submitted.
4. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price.
5. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

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

Price Bid - [1780659899.xlsx](#)

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Number of Years of firm/company's existence as per ICAI certificate:The firm should have been in operation for at least 3 years after its registration.

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.:Three 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:Six

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
22-06-2026 11:00:00	ISPRL Head Office Noida

Financial Audit Services - Review Of Financial Statements, As Per Tender Document; CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	Review of Financial Statements , As per Tender Document
Type of Financial Audit Partner	CA Firm
Type of Financial Audit	Internal Audit
Category of Work under Financial Audit	Audit of financial statements , Internal control of financial , Reliability of financial reporting , Compliance with law & regulations , Review system & processes , Bank Transactions , As per Tender
Type of Industries/Functions	Sales, Services and Revenue , Cash and Bank Balance , Payables , Human Resource & Payroll , Operational & Administrative , Fixed assets, depreciation and amortisation , Receivables , As per Tender
Frequency of Progress Report	Half Yearly
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Half Yearly
State	NA
District	NA
एडऑन /Addons	
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 दस्तावेज /Additional Specification Documents

परिषदी/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	परिषदी/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Gaurav Gupta	201301,OIDB Bhawan, 3rd floor, plot no. 2, sector 73, noida	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.](#)

2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

1. The bidder should be a Chartered Accountant firm registered with the Institute of Chartered Accountants of India (ICAI).
2. The firm should have an experience of carrying out Statutory Audit of minimum of 3 entities per year having balance sheet size (Total Assets or total liabilities) of 100 crores for the last three years.
3. The firm should have an experience of carrying out Internal Audit of minimum of 5 entities per year having balance sheet size (Total Assets or total liabilities) of 100 crores for the last three years.
4. The firm should have been in operation for at least 3 years after its registration.
5. The firm should have at least 6 qualified Chartered Accountants as partners.
6. The firm should have minimum average turnover of Rs. 1 Crore during last three Financial Years ending on 2024-25.
7. The firm or any of its partners should not have faced any disciplinary action/disqualification from ICAI, C&AG or any other statutory/regulatory authority during the last three years ending 31st March 2025. Further, the firm, its partners, associates or affiliates shall not have any direct or indirect financial interest in ISPRL or any relationship that may impair its independence and objectivity (self-certification by bidder).
8. The firm should have office in Delhi/NCR area and have at least two qualified Chartered Accountants stationed at that office. (Self-certification by bidder)
9. The firm should be a Peer Reviewed Firm holding a valid Peer Review Certificate issued by the Institute of Chartered Accountants of India (ICAI). A copy of the valid Peer Review Certificate is required to be submitted along with the bid documents.

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 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---

**INDIAN STRATEGIC PETROLEUM RESERVES LIMITED****Ref. ISPRL/FIN/46****08th June, 2026****Subject: Invitation of bids / tender for engagement of CA firm as**

- (1) Internal Auditors for FY 2026-27**
- (2) Review and Certification of Half Yearly Accounts (April 2026 to September 2026)**

for FY 2026-27 with one year extension on mutual consent and satisfactory performance basis**Information about the Company: -**

Government of India (GoI), in the interest of meeting the strategic objective of the country's energy security, decided on 7th January 2004 to construct Strategic Petroleum Reserves (SPRs) facilities. To implement the decision of GoI to construct SPR facilities, a Special Purpose Vehicle (SPV), Indian Strategic Petroleum Reserve Limited (ISPRL) was created in the year 2004 as wholly owned subsidiary of IOCL with a mandate to build and operate SPRs by Cabinet of India during a meeting held on 7th January 2004.

Initially, ISPRL was incorporated as a subsidiary of Indian Oil Corporation Limited (IOCL) and later on 6th January 2006, CCEA approved that ISPRL will be a wholly owned subsidiary of Oil Industry Development Board (OIDB). Accordingly, the entire equity capital of ISPRL held hitherto by IOCL was transferred to OIDB on 9th May 2006 and ISPRL was made a wholly owned subsidiary of OIDB. In line with the mandate of GOI, ISPRL completed the construction of underground rock caverns with 5.33 MMT capacity at three locations namely Visakhapatnam (1.33 MMT) in Andhra Pradesh and Mangalore (1.5 MMT) & Padur (2.5 MMT) in Karnataka during 2010 to 2018. These caverns were dedicated to Nation by Hon'ble Prime Minister of India on 10th February 2019.

ISPRL invites tender from the firms of Chartered Accountants meeting the given below criteria to discharge the functions of internal audit and review and certification of half yearly accounts for period starting April and ending September each year for the purpose of submission to the Board. The details about company and Annual Reports are available on the company's website www.isprlindia.com.

Eligibility criteria

Eligibility Criteria for selection of the Chartered Accountant (CA) firm are furnished below. Details to be provided in Annexure 1 annexed to the tender document: -

1. The bidder should be a Chartered Accountant firm registered with the Institute of Chartered Accountants of India (ICAI).
2. The firm should have an experience of carrying out Statutory Audit of minimum of 3 entities per year having balance sheet size (Total Assets or total liabilities) of 100 crores for the last three years.
3. The firm should have an experience of carrying out Internal Audit of minimum of 5 entities per year having balance sheet size (Total Assets or total liabilities) of 100 crores for the last three years.
4. The firm should have been in operation for at least 3 years after its registration.
5. The firm should have at least 6 qualified Chartered Accountants as partners.
6. The firm should have minimum average turnover of Rs. 1 Crore during last three Financial Years ending on 2024-25.
7. The firm or any of its partners should not have faced any disciplinary action/disqualification from ICAI, C&AG or any other statutory/regulatory authority during the last three years ending 31st March 2025. Further, the firm, its partners, associates or affiliates shall not have any direct or indirect financial interest in ISPRL or any relationship that may impair its independence and objectivity (self-certification by bidder).
8. The firm should have office in Delhi/NCR area and have at least two qualified Chartered Accountants stationed at that office. (Self-certification by bidder)
9. The firm should be a Peer Reviewed Firm holding a valid Peer Review Certificate issued by the Institute of Chartered Accountants of India (ICAI). A copy of the valid Peer Review Certificate is required to be submitted along with the bid documents.

Time period

Appointment of CA firm for assignment will be initially done for FY 2026-27 and same may be extended for FY 2027-28 on same terms & conditions based upon mutual consent and satisfactory performance subject to approval of the Board for appointment of Internal Auditors. Appointed firm has to sign Non-Disclosure Agreement (NDA) as per the attached format before commencement of the assignment.

Scope of Work

ISPRL with its Head Office at Sector 73 Noida, UP is having 3 locations namely Vishakhapatnam (Andhra Pradesh), Mangalore and Padur (Karnataka). Accounting records are maintained centralized at its Head office at Noida. Auditor is required to perform its audit function at Noida office of the ISPRL.

No DA/TA or any other expense/ reimbursement whatsoever would be paid beside the professional charges quoted by the bidder.

The scope of work of the CA Firm is as under: -

A. To carryout half yearly Internal audit of Accounts of ISPRL consisting of following activities:

1. Review and evaluation of internal control procedures/systems and providing suggestions from time to time for improvements.
2. To check the accounting and financial transactions i.e. evaluation of receipts and payments including Capital and revenue transaction.
3. Accounting of grant (Capital and Revenue) receipt and utilization thereof.
4. To check all the revenue, other Income and expenses thereof.
5. To check accounting with respect to sale and purchase of Crude Oil including transactions on behalf of GOI.
6. To check the bank reconciliation statements of accounts being operated by ISPRL at HO & Site.
7. To check that statutory liabilities including correctness of deduction, payment relating to Income Tax, GST, Professional Tax, Provident Fund and other applicable statutory levies have been discharged as per rules and requirements.
8. To ensure timely compliance and filling of all applicable Statutory Acts by ISPRL.
9. To review capitalization of assets, depreciation charged and CWIP Schedules.
10. To review Accounting Policies and notes to accounts of ISPRL and to suggest improvement as per Statutory/ICAI requirements.
11. To review the efficacy and adequacy of Accounting, Financial and operating controls and thereby ensuring the accuracy of books of accounts.
12. Any other transactions which may occur during the financial year under audit.
13. Any other additional matters which are deemed necessary during conduct of Statutory Audit/Supplementary Audit by CAG/Audit by external agencies.
14. To provide assistance for replying towards comments of CAG and providing assistance in preparation of replies thereof by both for Annual accounts and transaction audit.
15. Review of procurement orders/contracts awarded on nomination basis and examination of compliance with applicable procurement policies, approvals and delegated powers.

B. To review and certify half yearly (April-September) financial statements and submit half yearly Audit reports to Board.

Appointing firm would be required to depute at least one qualified Chartered Accountant for carrying out aforesaid assignments.

Activity	Frequency for a financial year
Internal Audit	Twice in a year (i.e. 2 separate Internal Audit report) to be submitted for period ending April to September and October to March.
Review and Certification of Half Yearly Accounts	Once in a year i.e. for period covering April to September.

The firms meeting the above eligibility criteria and capable of discharging functions as per the scope of work are required to apply in strict confidence with the following particulars and details in **Annexure – 1** duly certified along with requisite documents: -

1. Name of the firm :
2. Address of the firm :
3. Address of branch offices of the firm :
4. No. of partners professional practicing with experience in no. of years along with MRN :
5. No. of Qualified Assistants/Officers :
6. PAN & GST nos. of the firm :
7. Details of GST and Income Tax related matter handled :

Pre -Bid Meeting

A pre-bid meeting is fixed 22nd June 2026 at 11.00 AM at ISPRL Head office at Noida. You may depute your representative for the meeting at ISPRL Head office at Noida for any clarification/ understanding.

Mode of submission

The bid shall be submitted through the Government e-Marketplace (GeM) Portal only. Interested bidders are required to upload all requisite documents in support of the eligibility criteria, firm profile and financial bid on the GeM Portal within the prescribed timeline.

No physical submission of documents shall be required unless specifically sought by ISPRL during the evaluation process. The bidder shall ensure that all information and documents uploaded on the GeM Portal are complete, accurate and duly authenticated.

Important date for Tender Document

Sl. No.	Particular	Date
1.	Placement of advertisement through GeM / ISPRL website (www.isprlindia.com)	8 th June, 2026
2.	Pre-Bid Meeting	22 nd June, 2026 at 11.00 AM at ISPRL Head office Noida

3.	Last date for submission of bid along with other supporting documents through GeM	:	30 th June, 2026 by 2.00 PM
4.	Opening of the Bid	:	30 th June, 2026 by 2.30 PM or later at ISPRL Head office Noida

Other terms and conditions of the bids are as under: -

1. The technical bid will be opened first. The price bid of only firms will be considered and opened who qualifies the eligibility criteria as given in **Annexure – 1**.
2. In case, there is more than one L1 bidder, the firm which offers maximum discount in sealed cover will be selected as L1.
3. In the event of further tie of the bids, the bidder firm having highest average turnover shall be selected as L1.
4. Bidders are advised to furnish their Professional fee against the above-mentioned work in the following table below: -

SL. No	Particular	Amount (in INR)
1.	Professional Fee (Lump Sum) for carrying out internal audit for financial year 2026-27	
2.	Review & certification of half yearly accounts (April 2026 - September 2026)	
3.	GST @*	
	Total (1 + 2 + 3)	
* If any firm is not registered under GST kindly specially mention the same and submit declaration for the same.		

ISPRL Management reserves right to accept or reject all or any bid without assigning any reason.

If any particular/information is found incorrect or false, ISPRL management shall summarily cancel the Contract at any stage without prejudice to taking other action which the management may deem fit.

Also, In the event the successful bidder, after issuance of Letter of Award/Work Order, withdraws from the assignment or fails to execute the work as per the agreed terms and conditions, ISPRL reserves the right to debar such firm from participating in any Internal Audit/Review & Certification tenders of ISPRL for a period of up to three (3) years, without prejudice to any other rights available to ISPRL under law.

Annexure -1

S. No.	Eligibility Criteria	Remarks	Max. Marks
1	<p>The firm should have an experience of Statutory Audit of minimum of 3 entities per year of Balance Sheet Size (Total Assets or total liabilities) of Rs. 100 Crores for the last three years.</p> <p>Statutory Audit of minimum of 3 entities per year for the last three years of Balance Sheet Size (Total Assets or total liabilities) of Rs. 100 Crores – 10 marks</p> <p>Statutory Audit of minimum of 5 entities per year for the last three years of Balance Sheet Size (Total Assets or total liabilities) of Rs. 100 Crores – 15 marks</p> <p>Statutory Audit of minimum of 10 entities per year for the last three years of Balance Sheet Size (Total Assets or total liabilities) of Rs. 100 Crores – 20 marks</p>		20
2	<p>The firm should have an experience of Internal Audit of minimum of 5 entities per year for the last three years of Balance Sheet Size (Total Assets or total liabilities) of Rs. 100 Crores.</p> <p>Internal Audit of minimum of 5 entities per year for the last three years of Balance Sheet Size (Total Assets or total liabilities) of Rs. 100 Crores – 10 marks</p> <p>Internal Audit of minimum of 10 entities per year for the last three years of Balance Sheet Size (Total Assets or total liabilities) of Rs. 100 Crores – 15 marks</p> <p>Internal Audit of minimum of 15 entities per year for the last three years of Balance Sheet Size (Total Assets or total liabilities) of Rs. 100 Crores – 20 marks</p>		20

<p>3</p>	<p>The firm should have been in operation for at least 3 years after its registration.</p> <p>Firm with at least 3 years after its registration – 10 marks</p> <p>Firm with at least 5 years after its registration – 15 marks</p> <p>Firm with at least 10 years after its registration – 20 marks</p>		<p>20</p>
<p>4</p>	<p>The firm should have at least 6 qualified Chartered Accountants as partners of the company.</p> <p>Firm with at least six qualified Chartered Accountants as partners of the company – 10 marks</p> <p>Firm with at least eight qualified Chartered Accountants as partners of the company – 15 marks</p> <p>Firm with at least ten qualified Chartered Accountants as partners of the company – 20 marks</p>		<p>20</p>
<p>5</p>	<p>The firm should have minimum average turnover of Rs. 1 Crore during last three Financial Years ending on 2023-24.</p> <p>Firm with minimum average turnover of Rs. 1 Crore and more – 10 marks</p> <p>Firm with minimum average turnover of Rs. 3 Crore and more – 15 marks</p> <p>Firm with minimum average turnover of Rs. 5 Crore and more – 20 marks</p>		<p>20</p>

6	The firm or any of the existing partners should not have faced any disciplinary action/disqualification from the Institute of Chartered Accountant of India (ICAI) /Comptroller and Auditor General of India during the last three years ending on 31 st March 2025. Further, the firm, its partners, associates or affiliates shall not have any direct or indirect financial interest in ISPRL or any relationship that may impair its independence and objectivity.	Yes/No	Self-Certification by bidder on the letterhead of the firm.
7	The firm should have office in Delhi/NCR area and have at least two qualified Chartered Accountants stationed at that office.	Yes/No	Self-Certification by bidder on the letterhead of the firm with details.
8	The bidder should be a Chartered Accountant firm registered with the Institute of Chartered Accountants of India.	Yes/No	ICAI Firm Registration Certificate should be enclosed with document evidencing membership till date.
9	The firm should be a Peer Reviewed Firm holding a valid Peer Review Certificate issued by the Institute of Chartered Accountants of India (ICAI).	Yes/No	A Copy of the valid Peer Review Certificate is required to be enclosed.

Note: The above details to be provided along with requisite documents self-certified. The firm scoring more than 60 marks and complying all the conditions specified in eligibility criteria will only be considered for opening of price bid.

Non-Disclosure Agreement

(Draft)

This Non-Disclosure Agreement (this 'Agreement') is made on this _____ day of _____ 2026 at _____. BY AND BETWEEN Indian Strategic Petroleum Reserves Limited a company incorporated under the Companies Act, 1956, having its registered office at 301, World Trade Centre, Babar Road, New Delhi-110001 (hereinafter referred to as "ISPRL" which expression shall, unless it be repugnant to the context or meaning thereof, mean and include its representatives, successors, affiliates and permitted assigns) of the ONE PART AND _____ a firm registered with the with its registered office at _____ (hereinafter referred to as "Firm" which expression shall, unless it be repugnant to the context or meaning thereof, mean and include its representatives, successors, affiliates and permitted assigns) of the OTHER PART BOTH parties hereto collectively referred to the "Parties" and individually as a "Party".

WHEREAS:

- A. ISPRL is a Government of India undertaking and is inter-alia engaged in the business.
- B. _____ is inter-alia engaged in the profession of providing various types of _____ services.
- C. ISPRL has awarded the _____ service engagements to M/s _____ vide Purchase Order dated2026 bearing No.
- D. During the course of the service engagement, ISPRL may disclose/share ISPRL's proprietary and confidential information with the Firm and / or Firm may have access to / receive certain technical, non-technical, financial, business and other Confidential Information (as hereinafter defined) of ISPRL.
- E. The Parties recognize that there is a need to protect such Confidential Information from unauthorized use and disclosure and accordingly, have decided to enter into this Agreement to establish and set forth the obligations of each Party with respect to any such Confidential Information.

For purposes hereof, the term "Disclosing Party" shall refer to "ISPRL" and the term "Recipient" shall refer to "Firm" NOW THEREFORE in consideration of the above premises the sufficiency of which is hereby acknowledged, the parties mutually agree as follows:

1. Definition, "Confidential Information" shall mean any and all information disclosed to, or otherwise acquired or identified or observed by, Recipient including its affiliated companies, directors, officers, employees and agents of such affiliated companies (collectively, "Recipient's Representatives"), from and its affiliated companies, relating to the business of ISPRL whether communicated in writing orally, electronically, photographically or in recorded or any other form of media, including but not limited to, all sales and operating information, employee and other human resource information, existing and potential business and

marketing plans and strategies, financial information including unpublished price sensitive information, cost and pricing information, data media, know-how, source codes, technical information, concepts, reports, methods, processes, techniques, operations, devices, and the like, whether or not the foregoing information is patented, tested, reduced to practice, or subject to copyright or any other intellectual property right. The term "Confidential Information" does not include information which (i) is or becomes generally available to the public other than as a result of disclosure by Recipient or breach of this Agreement, (ii) was available to Recipient on a non-confidential basis as shown in written records prior to its disclosure to Recipient by ISPRL, (iii) becomes available to Recipient on a non-confidential basis from a source other than ISPRL, provided that such source is not bound by a confidentiality agreement with ISPRL or is otherwise prohibited from transferring the information to Recipient by a contractual, legal or fiduciary obligation, or (iv) is independently developed by Recipient without any use of or benefit from the Confidential Information and such independent development can be documented by Recipient with written records.

2. Scope. This Agreement is intended to cover Confidential Information disclosed by ISPRL both prior and subsequent to the date hereof.
3. Obligation of Recipient: In consideration for the receipt of Confidential Information, Recipient shall hold all Confidential Information in confidence and with the same degree of care it uses to keep its own similar information confidential, but in no event shall it use less than a reasonable degree of care, and shall not, without the prior written consent of ISPRL disclose such information to any person for any reason at any time. The term "person" as used in this letter shall be broadly interpreted to include, without limitation, any corporation, company, partnership or individual. The recipient will grant access to the Confidential Information only to its employees on a need to know basis (who have clear need to know the Confidential Information for the purposes of execution and completion of Internal Audit) and shall impose the same obligation on its employees, who obtain knowledge of Confidential Information.
4. Compelled Disclosure: In the event that Recipient or any of Recipient's Representatives is requested or required (by oral questions, interrogatories, requests for information or document subpoena, civil investigative demand or similar incidents) to disclose any of the Confidential Information, it is agreed that Recipient or such Recipient's Representative, as the case may be, will provide ISPRL with prompt notice of such request(s) so that ISPRL may see an appropriate protective order or other appropriated remedy and/or waive compliance with the confidentiality provisions of this Agreement. In the event that such protective order or other remedy is not obtained, or ISPRL grants a waiver hereunder, Recipients or such Recipient's Representative may furnish that portion (and only that portion) of the Confidential Information which Recipient is legally compelled to disclose and will exercise its reasonable best efforts to obtain reliable assurance that confidential treatment will be accorded any Confidential Information so furnished.

5. Use: Recipient shall not use any Confidential Information for any reason other than as may be necessary for the Purpose. Recipient agrees to make no other use of the Confidential Information or to incorporate any Confidential Information into any work or product.
6. Ownership: Recipient recognizes that all tangible information relating to Confidential Information, including notes, reports and other documents prepared by Recipient in connection with the auditing activities including all copies thereof, are and shall be the sole property of ISPRL and Recipient shall keep the same at all times in its custody and subject to Recipient's control and shall return the same upon completion of the specified Purpose. Recipient does not hereby and shall not acquire by implication or otherwise any right in or title to or license in respect of the Confidential Information disclosed to it by ISPRL.
7. Return of Confidential Information: At the request of ISPRL, Recipient will deliver to ISPRL all documents or other materials furnished by ISPRL to Recipient constituting Confidential Information, together with all copies thereof stored in any form of media in the possession of Recipient. In the event of a written request from ISPRL, all other documents or other materials constituting Confidential information, together with all copies thereof stored in any form of media in the possession of Recipient, will be destroyed with any such destruction confirmed and certified by Recipient in writing to ISPRL.
8. No Obligation: Neither Party shall make any commitment or incur any expense or charge for or in the name of the other Party. Neither Party has any obligation by virtue of this Agreement to procure any products or services from the other Party or to enter into any further business relationship or to refrain either of the parties from entering into an agreement with any other party. Neither execution nor performance of this Agreement shall be construed or deemed to have established any joint venture or partnership or have created the relationship of principal and agent between the Parties.
9. Remedies: Recipient acknowledges that money damages would be both incalculable and an insufficient remedy for any breach of this agreement by Recipient and that any such breach would cause ISPRL irreparable harm. Accordingly, Recipient also agrees that, in the event of any breach or threatened breach of this Agreement, ISPRL in addition to any other remedies at law or in equity it may have, shall be entitled, without the requirement of posting a bond or other security, to equitable relief, including injunctive relief and specific performance. Notwithstanding the above, the Recipient will indemnify and hold ISPRL harmless from and against any and all loss, liability, damages, costs, claims and expenses, including all court costs, attorney fees and legal fees, which ISPRL might suffer/incur as result of any violation whatsoever of this Agreement by Recipient.
10. Amendments: This Agreement may not be and shall not be deemed or construed to have been modified, amended, rescinded or canceled in whole or in part, except by written instrument signed by the Parties hereto which makes specific reference to this Agreement and which specifies that this Agreement is being modified amended, rescinded or canceled.

Agreement may be executed in several counterparts, each of which will be deemed an original, and all of which taken together will constitute one single Agreement between the parties with the same effect as if all the signatures were upon the same instrument. IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives effective as of the date and year first above written.

(Firm)
M/s
Signature:

ISPRL
Signature:

Name :

Name :

Title :

Title :

Witness

Witness

Signature:

Signature:

Name :

Name :

Title :

Title :

Witness

Witness

Signature:

Signature:

Name :

Name :

Title :

Title :