

## 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 - As per Tender Document, Financial Reporting Framework; 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 - [1780915403.xlsx](#)

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

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

**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

**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)**

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

**Financial Audit Services - As Per Tender Document, Financial Reporting Framework; CA Firm ( 1 )**

**तकनीकी विशिष्टियाँ /Technical Specifications**

<b>विवरण/ Specification</b>	<b>मूल्य/ Values</b>
<b>कोर / Core</b>	
Scope of Work	As per Tender Document , Financial Reporting Framework
Type of Financial Audit Partner	CA Firm
Type of Financial Audit	As per Tender Document
Category of Work under Financial Audit	Internal Control over Financial Reporting
Type of Industries/Functions	Operational & Administrative , Human Resource & Payroll , Purchase & Procurement , Fixed assets, depreciation and amortisation , Payables , Receivables
Frequency of Progress Report	Yearly
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Yearly
State	NA
District	NA
<b>एडऑन /Addon(s)</b>	
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**

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

क्र.सं./S.No.	परेषिती/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. Generic

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

### 2. Buyer Added Bid Specific ATC

Buyer Added text based ATC clauses

Eligibility Criteria for selection for the assignment of IFCOR Reporting are furnished below:

- The firm should have at least two IND AS compliant clients out of which at least one assignment should be as a Statutory Auditor.
- The firm should have been empaneled with CAG for last 3 years ending with Financial Year 2025-26.
- The firm should have at least six qualified CAs, out of which at least three should be FCA.
- The firm should have handled assignment of IFCOR Reporting in at least 2 companies or Government organizations.
- The firm should have minimum turnover of Rs. 1 Crore during each of last three Financial Years ending on 2024-25.
- The firm or any of the existing partners should have not 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<sup>st</sup> March'2025 (self-certification by bidder).

7. The firm should have office in Delhi / NCR area and have at least two qualified Chartered Accountants stationed at that office.

3. **Buyer Added Bid Specific Scope Of Work(SOW)**

File Attachment [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 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**

**08<sup>th</sup> June 2026**

**Subject: Invitation of bids / tender for Engagement of IFCOR (Internal Financial Control Over Reporting) Assignment for the Financial Year 2026-27 & 2027-28**

INDIAN STRATEGIC PETROLEUM RESERVES LIMITED, (ISPRL), a 100% subsidiary of Oil Industry Development Board (OIDB) invites tender from the firms of Chartered Accountants (CA) meeting the given below criteria to discharge the functions of reporting over internal financial control of the company. The details and Annual Reports of the company are available on the company's website [www.isprlindia.com](http://www.isprlindia.com).

**Eligibility criteria**

Eligibility Criteria for selection for the assignment of IFCOR Reporting are furnished below:

1. The firm should have at least two IND AS compliant clients out of which at least one assignment should be as a Statutory Auditor.
2. The firm should have been empaneled with CAG for last 3 years ending with Financial Year 2025-26.
3. The firm should have at least six qualified CAs, out of which at least three should be FCA.
4. The firm should have handled assignment of IFCOR Reporting in at least 2 companies or Government organizations.
5. The firm should have minimum turnover of Rs. 1 Crore during each of last three Financial Years ending on 2024-25.
6. The firm or any of the existing partners should have not 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<sup>st</sup> March'2025 (self-certification by bidder).
7. The firm should have office in Delhi / NCR area and have at least two qualified Chartered Accountants stationed at that office.

### **Time period**

Appointment would be done for IFCOR Reporting of ISPRL for FY 2026-27. The same may be extended for a period of 1 more FY i.e. FY 2027-28 at same terms & conditions based upon satisfactory performance of Auditor.

### **Scope of Work:**

ISPRL with its head office at Sector 73 Noida is having 3 location namely Vishakhapatnam (Andhra Pradesh), Padur and Mangalore (Karnataka). Accounting records are maintained centralized at its Head office at Noida. IFCOR Auditor is required to perform its assignment 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.

### **Review & Reporting on**

- Policies and procedures adopted by the company for ensuring the orderly and efficient conduct of its business, including adherence to company policies safeguarding of its assets Prevention & deduction of frauds and errors. Accuracy & completeness of accounting records and Timely preparation of reliable financial information.
- Management compliance with the specific & General provision of the law.
- Delegation authority at entity level including banking operation, vendors payments, cash expenses and planned and unplanned expenditure.
- HR policies and procedures including appointments, attendance, recording of the payroll expenses, withholding expenses,
- Policies and procedures related to hiring & payments to third party agency.
- Fixed assets procurements, disposal, depreciation, unauthorized acquisition, use and disposal of the assets.
- Information technology general control.
- Recognition of various types of the grant being received.
- Financial closing and reporting process and documentation, including the identification and updating of internal and external financial reporting requirements and deadlines; the methodology, format, and frequency of required analyses; and the content of reporting packages from departments and subsidiaries.
- Maintenance of the records, details and accuracy.
- Discuss issues with management or internal/ statutory auditors.
- Any other points which arise during review of the above.
- Coordination with the statutory auditor including discussion and support during the audit.
- Procedures related to Crude procurement, transfer and stock taking etc.
- Suggestion and addition of extra procedures in the existing matrix and checking internal control for the procedures.

Appointing firm would be required to depute one qualified Chartered Accountant every time while conducting the assignment of ISPRL.

The CA 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: -

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 :
8. Name of the Company /Government Organization for which firm has undertaken IFCOR Reporting assignment :

### **Pre -Bid Meeting**

A pre-bid meeting is fixed on 22<sup>nd</sup> June 2026 at 11.30 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: -**

<b>Particular</b>	<b>Date</b>
Placement of advertisement through GeM / ISPRL website ( <a href="http://www.isprlindia.com">www.isprlindia.com</a> )	8 <sup>th</sup> June, 2026

Pre-Bid Meeting	22 <sup>nd</sup> June, 2026 at 11.00 AM at ISPRL Head office Noida
Last date for submission of Price bid along with other supporting documents on GeM Portal	30 <sup>th</sup> June, 2026 by 2.00 PM
Opening of the Price Bid	30 <sup>th</sup> 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 job will be awarded to the L1 (lowest) bidder.
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** in the Price bid envelope with following particulars.

S. No	Particular	Amount (in INR)
1.	Professional Fee (Lump Sum)	
2.	GST@.....*	
	<b>Total (1 + 2)</b>	

\* 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.