बिड संख्या/Bid Number: GEM/2026/B/8235459
दिनांक /Dated: 03-11-2026

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	25-11-2026 15:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	26-11-2026 15:00:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	75 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Ministry Of Housing & Urban Affairs (mohua)
विभाग का नाम/Department Name	Ministry Of Housing And Urban Affairs
संगठन का नाम/Organisation Name	Delhi Development Authority
कार्यालय का नाम/Office Name	Vikas Sadan Hq Ina
शिकायत निवारण के संपर्क विवरण/ Contact details of Grievance redressal	HOD Email id :balmukand.tac51@dda.gov.in Buyer Email id: rohit.sachdeva@dda.gov.in
वस्तु श्रेणी /Item Category	Financial Audit Services - RERA audit; CA Firm
अनुबंध अवधि /Contract Period	4 Month(s) 22 Day(s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	1 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,Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (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 दस्तावेज़ों 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**	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**	7 Days
न्यूनतम मूल्य/**Floor Price**	This bid has been created/published with floor price(minimum value) selected by the Buyer. Service Providers are advised to quote above the minimum floor value.
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / **Estimated Bid Value in INR (Inclusive of all taxes)**	100000
मूल्यांकन पद्धति/**Evaluation Method**	Total value wise evaluation

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No

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

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes

1. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in

support of having provided services during each of the Financial year.
2. 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.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Number of Years of firm/company'sexistence as per ICAI certificate: As per RFP document

This Bid is based on Quality & Cost Based Selection (QCBS) . The parameter wise qualification requirement is as under:-

Parameter Name	Max Marks	Cutoff Marks	Qualification Methodology Document
As per bid document	100	42	View File

Buyer Defined Total Qualifying Marks for Technical Qualification: 42

QCBS Weightage(Technical:Financial):70:30

Financial Audit Services - RERA Audit; CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	RERA audit
Type of Financial Audit Partner	CA Firm
Type of Financial Audit	RERA audit
Category of Work under Financial Audit	RERA audit
Type of Industries/Functions	Housing project developer
Frequency of Progress Report	Monthly
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Monthly
State	NA
District	NA
एडऑन /Addon(s)	
Post Financial Audit Support	NA

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

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

प्राचल/Parameter	मूल्य/Values
कोर / Core	25000

अतिरिक्त विशिष्टि दस्तावेज़ /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	Rohit Kumar Sachdeva	110023,Vikas Sadan,	Project / Lumpsum Based	N/A

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

1. **Generic**

   OPTION CLAUSE 25% : The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, the contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration.
   For lumpsum-based service contracts, the buyer may increase the scope of work and contract value up to 25 percent with the consent of the service provider

2. **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.

3. **Generic**

   Consortium: In case of Contracts, wherein the seller alone does not have necessary expertise, the seller can form consortium with other sellers for submission of the bid, with one of the consortium company as leader. However, each and every member of the consortium shall be equally responsible for the complete execution of the project contract. An undertaking to this effect is to be uploaded with bid.

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---

DELHI DEVELOPMENT AUTHORITY

B BLOCK, VIKAS SADAN, INA, NEW DELHI – 110023

REQUEST FOR PROPOSAL (RFP)

Engagement of a Chartered Accountant Firm for RERA Audit and Issuance of Prescribed Audit Certificate

RFP No.: _____

Date: _____

Last date and time for submission: _____

Addressed to: Chief Accounts Officer, Delhi Development Authority

1. Background and Purpose

Delhi Development Authority (DDA), an autonomous body established under the Delhi Development Act, 1957, invites proposals from eligible Chartered Accountant (CA) firms for conducting the RERA audit of the DDA's construction projects during the FY 2026-27. The assignment is intended to meet the applicable requirements of the RERA Act, 2016, including Section 4(2)(l)(D), and the applicable rules, regulations and prescribed forms. The firm shall be required to conduct RERA Audit assignments in respect of DDA's Housing projects for compliance with RERA requirements.

2. Scope of Work

The selected firm shall carry out the audit of the project accounts and issue the applicable audit certificate, including Form-5 where required, in accordance with the RERA Act, 2016 and applicable rules/regulations. The scope shall include:

- Obtaining necessary information, explanations and documents and examining project financial statements, ledgers, vouchers, agreements and bank statements.
- Verifying collections from allottees through examination of allottee ledgers, demand letters, receipts and other collection records, and reconciling collections with the books of account and bank deposits.
- Verifying the sources of project funds, including promoter contribution, institutional borrowings, advances and other financial arrangements, as applicable.
- Verifying project-related expenditure, including land cost, construction cost, infrastructure development cost and professional consultancy charges, and checking that the expenditure relates to the project.
- Examining deposits into and withdrawals from the designated project bank account and verifying compliance with the applicable RERA requirements regarding deposit and utilisation of collections.
- Cross-verifying relevant financial withdrawals and project progress with engineer/architect certificates and other records, as applicable.
- Identifying material discrepancies and bringing them to the notice of the designated DDA officer for clarification, with their treatment appropriately reflected in the audit report.
- Issuing the prescribed RERA audit certificate and submitting the audit report and supporting schedules in the required format.

The firm shall conduct the assignment independently and in accordance with applicable professional standards. The scope is limited to the above project and the applicable statutory audit/certification requirements.

3. Minimum Eligibility Conditions

The following minimum conditions shall apply.

1. The applicant shall be a CA firm/proprietorship/partnership/LLP eligible to undertake the assignment under applicable ICAI requirements.
2. The applicant must have prior experience in undertaking RERA audit assignments for any real estate developer or real estate housing project. In support of the same, the applicant shall submit documentary evidence, such as a copy of the work order or engagement letter, or completion certificate, to substantiate the claimed experience.
3. The applicant should have its functional office located at any place in Delhi/ Delhi NCR.
4. The firm and the Chartered Accountant proposed to sign the report shall hold valid registration/Certificate of Practice and be eligible to undertake the assignment under applicable professional requirements.
5. The applicant shall have a valid PAN. GST registration shall be furnished wherever applicable.
6. The applicant shall not have been blacklisted or debarred by a Government Department, Government organization, statutory body or public sector undertaking as on the proposal submission date. A self-declaration shall be furnished.
7. The applicant shall disclose any actual or potential conflict of interest relevant to the assignment.
8. The applicant shall confirm its ability to attend DDA's office/site, as reasonably required, and complete the assignment within the prescribed timeline.

4. Documents to be Submitted with the Technical Bid

- Copy of ICAI firm registration certificate or applicable registration particulars.
- Copy of Certificate of Practice/confirmation of professional eligibility of the proprietor/partner/Chartered Accountant proposed to sign the report.
- Copy of PAN and GST registration, wherever applicable.
- Brief profile of the firm and details of the CA/professional proposed to lead the assignment.
- Details of relevant audit assignments, if any, with available supporting evidence such as work orders, engagement letters or completion certificates.
- A brief audit methodology and work plan.
- Signed self-declaration of non-blacklisting/debarment and disclosure of conflict of interest.
- Signed acceptance of the RFP terms and conditions.

5. Technical Evaluation

The technical proposal shall be evaluated out of 70 marks on the following criteria:

S. No.	Criterion	Maximum marks	Basis of evaluation / evidence
1	Period of existence of the firm	10	Up to 2 years: 4 marks; more than 2 and up to 5 years: 6 marks; more than 5 years: 10 marks. Evidence: ICAI firm registration certificate.
2	Relevant audit experience	30	10 marks for each relevant completed assignment, up to 30 marks. RERA audit, real estate/housing project audit, statutory audit, financial audit or comparable audit assignment undertaken for Government Departments, PSUs, Autonomous Bodies shall be counted. Evidence: work order, engagement letter or completion certificate, where available.
3	RERA Audit Experience	15	15 marks for at least one completed RERA audit assignment undertaken for any real estate developer or real estate housing project. Evidence: Copy of the work order, engagement letter or completion certificate, wherever available.
4	Qualifications and availability of proposed professional/team	15	Marks shall be awarded based on the qualifications and relevant professional experience of the Chartered Accountant proposed to lead and sign the audit assignment. Evidence: ICAI membership/COP particulars and a brief professional profile of the proposed Chartered Accountant.

Minimum technical qualifying score: 42 out of 70 marks (60%).

6. Financial Evaluation and Selection Method

The financial bid of only those bidders who secure at least 42 out of 70 marks in the technical evaluation shall be opened.

The selection shall be made through Quality and Cost Based Selection (QCBS) in the ratio of 70:30, subject to approval of the competent authority and applicable DDA procurement rules. Normalization of scores shall be done in accordance with GeM guidelines.

Technical score (St): Marks obtained by the bidder in technical evaluation, out of 70.

Financial score (Sf): The lowest evaluated financial quote (Fm) shall receive 30 marks. The financial score of each other bidder shall be calculated as:

Financial Score (Sf) = 30 × Fm / F

Where Fm is the lowest evaluated financial quote among technically qualified bidders and F is the financial quote of the bidder being evaluated.

Final score = Technical score (St) + Financial score (Sf). The bidder obtaining the highest final score shall be recommended for award, subject to approval of the competent authority.

In case of a tie in the final score, the bidder with the higher technical score shall be ranked higher. If the tie persists, selection will be made on the basis of draw of lots.

7. Submission of Bids

Bids shall be submitted on GeM portal.

8. Time Schedule

The selected firm shall commence work upon issue of the work order and availability of the requisite records. The draft audit report shall be submitted within 30 days of commencement of assignment. The final report and prescribed certificate shall be submitted within 7 days of receipt of consolidated comments/clarifications from DDA.

9. Professional Fee and Payment Schedule

The bidder shall quote a lump-sum fee for the complete assignment. The quote shall include professional charges, travel, conveyance and other incidental expenses. GST, if applicable, shall be shown separately and shall be payable in accordance with applicable rules.

Stage	Milestone	Percentage of professional fee
I	On appointment and commencement of audit work	20%
II	On completion of verification of allottee collections and project expenditure	20%
III	On completion of designated bank account verification and reconciliation	20%
IV	On submission and acceptance of final RERA audit report and prescribed certificate (Form-5, where applicable)	40%

Payment at each stage shall be subject to certification by the designated DDA officer that the relevant milestone has been completed satisfactorily, and shall be governed by applicable financial rules.

10. Financial Bid Format

Particulars	Amount (₹)
Lump-sum professional fee for the complete RERA audit assignment (excluding GST)	_____per assignment/Audit certificate
GST, if applicable	_____

Total quoted amount	_____

Amount in words: _____

The financial bid shall be signed by the proprietor/partner or duly authorised representative of the applicant.

11. Extension:-

The initial tenure of the assignment shall be for the financial year 2026–27. However, the same may be extended, for a further period of two financial years subject to satisfactory performance of the agency and approval of the competent authority.

12. General Terms and Conditions

1. The selected firm shall maintain confidentiality of all records and information received during the assignment.
2. The selected firm shall perform the assignment independently and in accordance with applicable laws, RERA requirements and professional standards.
3. The firm shall disclose any actual or potential conflict of interest and shall not subcontract the assignment without prior written approval of DDA.
4. The firm shall promptly bring material discrepancies or missing records to the notice of the designated DDA officer.
5. The fee shall cover the complete scope of work. Any work outside the stated scope shall be undertaken only with prior written approval of the competent authority and on terms approved by DDA.
6. DDA reserves the right to seek clarifications, reject any or all proposals, cancel or modify the process, or issue a corrigendum, for recorded reasons and in accordance with applicable rules.

For and on behalf of Delhi Development Authority

Signature: _____

Name/Designation: _____

Date: _____