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**RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LIMITED**

[Corporate Identity Number (CIN):U40109RJ2000SGC016485]

**OFFICE OF THE CONTROLLER OF INTERNAL AUDIT**

Regd. Office Vidyut Bhawan, Jyoti Nagar, Jaipur-302005

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**NOTICE INVITING TENDER (TN-1)**

Rajasthan Rajya Vidyut Prasaran Nigam Ltd. invites sealed bids from CA Firms to conduct the Expenditure Audit of 17 offices (under which at least 3-4 units) for the year 2015-16 on yearly basis, physical verification of 02 stores for upto date period and 32 accounting offices for commercial accounts audit for the year 2016-17 on half yearly basis. The tender will be received upto 2.30 PM on or before 21.11.2016 at room No. 421, RVPN, Vidyut Bhawan, Jaipur.

For further details may visit website [www.rvpn.co.in](http://www.rvpn.co.in) and [sppp.rajasthan.gov.in](http://sppp.rajasthan.gov.in).

  
[ Pushpa Upadhyay ]  
Controller of Internal Audit

## Notice Inviting Tender

Sealed tenders are invited from the Chartered Accountants (CA) firms for Expenditure Audit of RVPN of 17 offices for the year 2015-16 on yearly basis & Physical verification of 02 stores and Commercial Accounts Audit of 32 accounting offices for the year 2016-17 on half yearly basis.

(Scope of functions for the Expenditure Audit of RVPN / physical verification of stores of RVPN and commercial accounts audit of RVPN -See over leaf).

### Terms and conditions

1. The tenders will be received upto **2.30 PM** on or before **21.11.2016** & technical Bid will be opened by the committee on the same date at **3.00 PM** in the presence of the tenderers or their authorized representatives who would be present at that time. Financial Bid of technically qualified firms will be opened on **28.11.2016 at 3.00 P.M.**
2. Tenders received after the time & date as fixed above shall not be considered.
3. The tender should be addressed to the Controller of Internal Audit, RVPN, Jaipur Room No. 403, Vidyut Bhawan, Jan Path, Jyoti Nagar, Jaipur.
4. The validity of the bids shall be 90 days from the opening of bids which may be extended if required.
5. All the tender documents have to be signed under seal of the firm.
6. The tender form along with Annexure and the Compendium of Chapters/ Portions of Internal Audit Manual related to Expenditure & Addendum to Internal Audit Manual of Commercial Accounts can be obtained from office of Controller of Internal Audit, RVPN, Vidyut Bhawan, Jaipur after depositing the tender fee Rs. 1000/- in the O/O. Sr. AO (EA-Cash), RVPN, Vidyut Bhawan, Jaipur.
7. The tenderers will deposit earnest money Rs. 10,000/-. The EMD will be in the form of DD/Banker cheque in favour of Sr. AO (EA-Cash), RVPN, Vidyut Bhawan, Jaipur.
8. All other terms & conditions shall be applicable as per prevailing rules of RVPN.
9. Tender should be submitted in a one sealed big size envelope containing three separate envelope consisting of EMD ( No.I), Technical Bid ( No. II) & price Bid ( No. III).
10. The firm should not be black listed.
11. In case of any dispute the jurisdiction will be at Jaipur.
12. The decision of Chairman & Managing Director, RVPN will be final.
13. The offices of which audit to be conducted may decrease or increase.
14. The work can be divided in zone wise among CA firms or whole to a single firm.
15. The rates quoted will be inclusive Travelling / lodging /boarding expenses/ all other expenses / all taxes, excluding service tax. Any variation in taxes during contract period will be borne by RVPN.
16. Any tender having incomplete information can be rejected at any stage.

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**Scope of work for the Expenditure Audit of RVPN & Physical verification of stores of RVPN and Commercial Accounts Audit of RVPN.**

1. Expenditure Audit of 17 offices for the year 2015-16 on yearly basis and physical verification of two stores for upto date period (Total 19 offices) and 32 offices of commercial accounts audit of RVPN for the year 2016-17 on half yearly basis i.e. April, 2016 to Sept. 2016 & Oct. 2016 to March, 2017.
2. The Expenditure Audit of RVPN will be conducted according to Compendium of Chapters/ Portions of Internal Audit Manual related to Expenditure audit and Commercial Accounts Audit conducted according to Addendum to Internal Audit Manual of Manual and the physical verification of ACOS will be conducted as per prescribed norms for physical verification and 100% physical verification would be conducted in ACOS (enclosed with tender form).
3. The Audit report shall be submitted to the COIA, RVPN, Jaipur with the copy to the concern head of expenditure offices/Accounting Offices in hard copy as well as soft copy.
4. **Technical Qualification ) ( As on 1<sup>st</sup> April, 2016 )**

S. No.	Relative Conditions	Weights	Maximum Weights for the conditions
1	<b>No. of Partners</b>		
	Up to 5	5	
	6-10	10	
	11 & above	15	15
2	<b>No. of FCA partners</b>		
	1-3	5	
	Above 3	10	10
3	<b>Any DISA/CISA partner</b>	5	5
4	<b>Office in Rajasthan</b>		

	Branch office	5	
	Head/Registered office	10	10
5	<b>Year of existence</b>		
	3-5 years	5	
	5-10	10	
	10 & above	15	15
6	<b>Nos. of articles employed with the firm</b>	1 per article up to 5 article	5
7	<b>Average turnover in last F.Y</b>		
	Up to Rs. 15 lacs	5	
	Above Rs. 15 lacs	10	10
8	<b>Exposure of the firm as Statutory/Internal auditor</b>		
	In electricity/ Power sector companies under central/other state Govt.	10	
	In Erstwhile RSEB/Discoms	15	15
9.	<b>2 page Approach Document</b>	15	15

The firm securing 60% & above marks will only be considered as technically qualified.

- Note:-** Relevant documentary proof in respect of Technical qualification for CA firms, needs to be submitted alongwith the offer. Without sufficient documentary proof about qualifying criterion, the offer is likely to be rejected.
5. After completion the work of audit, the professional charges bill (in triplicate) may be submitted in the office of Controller of Internal Audit, RVPN, Jaipur. The report will be verified and after being satisfied the duly verified bill by COIA will be sent to the AO (Estt & Cont.) RVPN, Jaipur for pre audit and arranging the payment.
  6. The payment authority will be Sr. AO (EA & Cash), RVPN, Jaipur.

**The list of offices of which audit to be conducted is enclosed (Annexure-1)**

## Annexure-I

A) Expenditure Audit

Zone	Offices (under which at least 3/4 units)
<b>Jaipur zone</b>	1). Addl. CE (PLCC), Heerapura, Jaipur. 2). SE & AO (TCC-V) Kota 3). SE & AO (TCC-VI), Alwar 4). SE (400 KV GSS), Heerapura, Jaipur 5). SE (SOLD), Heerapura, Jaipur.
<b>Ajmer Zone</b>	1). SE & AO (TCC-III), Ajmer 2). SE & AO (TCC-VII), Udaipur. 3). Physical verification of ACOS (T&C), Beawar
<b>Jodhpur Zone</b>	1). CE (T&C) & Sr. AO (T&C), Jodhpur. 2). Addl. CE(Civil), Jodhpur. 3). SE & AO (TCC-IV), Jodhpur 4). SE & AO (TCC-VIII), Sirohi 5). SE & AO (TCC-IX), Bikaner 6). SE (PLCC), Jodhpur 7). SE (Protection), Jodhpur 8). SE (400 KV GSS), Jodhpur. 9). Physical verification of ACOS (T&C), Jodhpur.
<b>Headquarter</b>	1). CE (PPM&R), Jaipur 2). SE (SSPC), Jaipur.

B). Commercial Audit (on half yearly basis)

Zone	Accounting office
<b>Jaipur zone</b>	1). SE (T&C), Jaipur city. Heerapura, Jaipur. 2). SE (T&C), Rural, Heerapura, Jaipur. 3). SE (T&C), Alwar. 4). SE (T&C), Bharatpur. 5). SE (T&C), Hinduan. 6). SE (T&C), Sawai Madhopur. 7). SE (T&C), Kota. 8). AAO (RPS-JS), Kota.
<b>Ajmer Zone</b>	1). SE (T&C), Ajmer 2). SE (T&C), Bhilwara 3). SE (T&C), Merta 4). SE (T&C), Babai 5). SE (T&C), Sikar 6). SE (T&C), Udaipur. 7). SE (T&C), Chittorgarh
<b>Jodhpur Zone</b>	1). SE (T&C), Jodhpur. 2). SE (T&C), Bhadala 3). SE (T&C), Kankani 4). SE (T&C), Barmer 5). SE (T&C), Jaisalmer 6). SE (T&C), Ramgarh 7). SE (T&C), Sirohi 8). SE (T&C), Hanumangarh 9). SE (T&C), Bikaner 10). SE (T&C), Ratangarh
<b>Headquarter</b>	1). Sr. AO (EA-Cash), Jaipur 2). Sr. AO (CPC), Jaipur. 3). Sr. AO (Budget), Jaipur. 4). Sr. AO (SLDC), Jaipur. 5). AO (P&C), Jaipur. 6). AO (ISM), Jaipur. 7). AAO (S&I), Jaipur.