

Notice Inviting Request for Proposal

RFP No: BSDM/Internal Audit-19/2024-1

Secretary, Dept. of Labour Resources, Govt. of Bihar- cum- CEO, BSDM, invites proposals (Two Bid System) from reputed and experienced Chartered Accountant Firms for selection of Internal Auditor of BSDM for three years from the date of appointment.

Minimum Eligibility Criteria for participating Chartered Accountant Firms (CA Firms):

- a. The CA Firm must be empaneled with the C&AG and ICAI (Latest Certificate)
- b. The CA Firm must be **constituted on or before 01.04.2014** (Proof for constitution)
- c. The CA Firm should have its **Head Office or Functional Branch Office in Patna** or will have to establish such **branch office post selection.**
- d. The CA Firm must have an **Average Annual Turnover of Rs. 50 Lakh or more for the last three FYs ending on 31st March 2024.** (Balance sheet, Profit & Loss Account of the respective financial year)
- e. At-least three different assignments of Statutory/Internal Audit of Central or State Government Departments or their undertakings or corporations/PSUs entities (except Bank Branch Audit/Concurrent Audit). The workorders or the assignments must be related to audit period after 01.04.2021.
- f. **Minimum Two, Full Time Partners should be associated with the CA Firm** of which at least one partner being a Fellow CA (Latest Certificate of ICAI issued on or after 01.01.2024)
- g. **CA Firm who was FMASC or Statutory Auditor of BSDM in any of last five FY (i.e. from FY 2018-19 to 2023-24) will not be eligible to participate.**

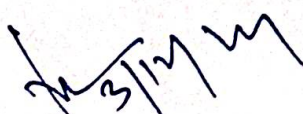
Document Fee and Tender Processing Fee: All Applicants have to pay a **non-refundable Document Fee of Rs. 10,000/-** (Ten Thousand only) and Tender Processing Fee of Rs. 590.00 or as applicable (Five Hundred Ninety only) **through e-payment mode** (i.e. NEFT/RTGS/Credit Card/Debit Card) on E-Proc Portal.

Earnest Money Deposit (EMD): Non-interest bearing and Refundable: An EMD of Rs. **1,00,000/-** (One lakh) **through e-payment mode only** (i.e. NEFT/RTGS/Credit Card/Debit Card) on E-Proc Portal, well before the last date/time for submission/ uploading of offer/Bid, failing which the bid will be rejected. If the selected bidder fails to submit the requisite performance guarantee or to execute the agreement, this EMD will be forfeited.

The Proposal has to be submitted through online mode on <https://www.eproc2.bihar.gov.in> and can be searched by clicking the Tab "Tender" on home page of above website and then going to Latest Tender by searching Department Name as "Labour Resources Department".

The application procedure, eligibility criteria, evaluation methodology, terms and conditions and the scope of work are detailed in this RFP which can be seen or downloaded from the "e-Procurement Portal <https://www.eproc2.bihar.gov.in> and departmental website: <http://www.skillmissionbihar.org>. The RFP will be available to download from the above websites from **05.12.2024**. The **Pre-bid meeting** will be held physically on **02:30 PM of 16.12.2024** at BSDM office. The last date for uploading of proposal/bid will be **07.01.2025 up to 15.00 Hrs.** Technical Bid will be opened on or after **07.01.2025 post 16:00 Hrs.** The **Evaluation of Bids will be under Least Cost System.** Please refer RFP document for complete details.

The undersigned reserves the right to issue addendum/corrigendum/modification or to amend any or all conditions of this RFP Document or to accept or reject any or all proposal(s) or to cancel the whole of this RFP at any stage without assigning any reason thereof and no bidder shall have any cause of action or claim against the undersigned for the same.


Mission Director,
Bihar Skill Development Mission