



1, Development Enclave, Rao Tula Ram Marg Delhi Cantt-10

MPIDSA/Accts/2023-24
12.09.2023

Subject: EOI for Appointment of Auditor for Conducting Audit of MP IDSA for the Financial Year 2023-24.

1. Please find enclosed the EOI Document in respect of the above mentioned EOI. The detailed terms and conditions, scope, eligibility criteria and checklist is mentioned as at Annexure-1, 2 and 3.
2. Manohar Parrikar Institute of Defence Studies and Analysis (MP-IDSA) is an autonomous body fully funded by Ministry of Defence. It is a registered body under the Registration of Societies Act-III of 1860 (Punjab Amendment Act 1957) as amended from time to time and is governed by an Executive Council elected by the members of the Institute. It is also registered under Section 12A (A) of the Income Tax Act 1961.
3. MP-IDSA proposes to appoint new Auditor for conducting the audit of MP-IDSA for FY 2023- 2024. Application is invited with detailed profile (experience and audit in hand) from your firm, addressed to the Assistant Director (Admin), MP IDSA, 1 Development Enclave, Rao Tula Ram Marg, Delhi Cantt-10. The envelope should be superscribed "Application for the Appointment of Auditor". Response can also be sent alternatively on Email at ao.idsa@nic.in latest by 20th Sept, 2023.
4. Audit firm may accordingly submit their bids as per Annexure-2 enclosed.

Col Rajeev Agarwal (Retd)
Assistant Director (Admin)

Annexure-1**I. The detailed terms and conditions, scope and eligibility criteria is mentioned as below:**

Sr. No.	Terms and conditions	
1.	Fees	<ul style="list-style-type: none"> For carrying out the said assignment at a fees payable for each year of assignment (to be benchmarked as per the Revised Minimum Recommended Scale Of Fees for the professional assignments done by members of ICAI, for the category "Tax Audit") Applicable Taxes will be paid extra as per applicable rates from time to time.
2.	Experience	<ul style="list-style-type: none"> Statutory Audit Team shall invariably be headed by Chartered Accountant having specialized knowledge and experience of the Statutory Audit of Government Undertakings. The firm should have handled minimum 3 (Three) Statutory Audit Assignments of GOI in last five years i.e. as on 31/03/2023.
3.	Location	<ul style="list-style-type: none"> The firm should be based in Delhi/NCR only.
Scope of Work		
<ol style="list-style-type: none"> Audit is required to give opinion as to whether expenditure incurred under MP-IDSA is strictly within limits of Annual Work Plan & Budget. The Chartered Accountant firm so appointed will be required to give:- <ol style="list-style-type: none"> Utilization certificates for all sponsored projects of Ministry/Dept./Agencies. Form 15 CA/CB as may be required by the Institute from time to time. Audit and Finalization of the books of accounts (includes filing of form 10B for FY 2023-24) Opinion on accounting as well as direct and indirect tax as and when required. Submission of Audit report Consolidated Yearly Audit/Review Report between 1st July and 31st August as per closing of accounts by the Accounts Branch 		

Annexure-2**II. Financial Bid**

Sl.No.	Category	Total in INR (in Figures)	Total in Rupees in words
1.	Annual Audit Fees (As per scope of work)		
2	GST (as applicable)		
	Total amount		

III. Supporting documentary proof to be enclosed.

Sr. No.	Minimum Eligibility Criteria	Proof to be enclosed
1	The Firm should be empaneled with CAG for 2023-24	<ul style="list-style-type: none">• Certificate issued by C& AG for 2023-24 to be enclosed.
2.	Status of the firm	<ul style="list-style-type: none">• Registration certificate issued by ICAI as Proprietor or Partnership firm.
3	Location of the Head Office in Delhi/NCR	<ul style="list-style-type: none">• Certificate of registration
4	Registration under Goods and Service Tax Act	<ul style="list-style-type: none">• Copy of Registration
5	The firm should have handled at least 3 (Three) Statutory Audit Assignments of GOI/Undertakings/Autonomous bodies in last five years as on 31/03/2022.	<ul style="list-style-type: none">• Appointment & Completion letters to be submitted.