



**GOVT. OF JAMMU & KASHMIR, POWER DEVELOPMENT DEPARTMENT**

**OFFICE OF THE EXECUTIVE ENGINEER**

**IT&C Division, Dr. B.R Ambedkar Chowk, Jammu-180006 (J&K)**

**Jammu Power Distribution Corporation Ltd.**

E-mail: [xenitjpdcl@gmail.com](mailto:xenitjpdcl@gmail.com) Tel No: 0191-2954685

**SHORT TERM TENDER NOTICE**

**e-NIT NO: 03 of 2023-24**

**Dated: 25/05/2023**

**1. INVITATION: -**

For and on behalf of the Managing Director, JPDCL, e-Bids are hereby invited for **"HIRING OF CHARTERED ACCOUNTANT (CA) FOR TAX AUDIT OF JPDCL FOR THE FY 2019-20, 2020-21 & 2021-22"**

- a. Bidders are advised to study the Bidding Document carefully. Submission of e-Bid against this SBD shall be deemed to have been done after careful study and examination of the procedures, terms and conditions of the Standard Bidding Document with full understanding of its implications by the bidder.
- b. The tender document is available on website <http://jktenders.gov.in>. Interested bidders may view, download the e-Bid document, seek clarification and submit their e-Bid online up to the date and time mentioned in the table below:

Item Description	Notice inviting tender (e-NIT) for Hiring of a Chartered Accountant (CA)/Firm for Tax Audit of JPDCL for the financial year 2019-20, 2020-21 & 2021-22.
Date of issue of Tender Documents	25/05/2023; 03:00 P.M.
Availability of Tender Document	e-NIT is also available on JPDCL, official portal <a href="http://www.jpdcl.co.in">www.jpdcl.co.in</a> .
Tender System	The bids shall be submitted online on <a href="http://www.jktenders.co.in">www.jktenders.co.in</a>
Cost of Tender Document and EMD	<b>Rs. 500.00 (Rupees Five Hundred only)</b> for Cost of Tender document in the form of Demand Draft in favour of Managing Director, JPDCL, Jammu and <b>Rs. 10,000.00 (Rupees Ten thousand only)</b> as Earnest Money Deposit to be submitted in the form of CDR/FDR/Bank Guarantee in favour of Managing Director, JPDCL Jammu. Cost of Tenders document in the form of Demand Draft and EMD in the form of CDR/FDR/Bank Guarantee shall reach

	the Managing Director (Corporate office), JPDCL Jammu by or before the last date of bid submission.
Period of Assignment	02 months, from the date of issue of Letter of Award (LoA).
Pre-Bid Queries	Pre-Bid Queries can be submitted online up to 31/05/2023 (4:00 PM) through email at this ID: <b>mdtechjpdcl@gmail.com</b> .
Last date & Time for Tender submission	4:00 PM on 05/06/2023
Opening of Technical Bids	Technical bids on 06/06/2023 at 2:00 PM
Venue of Tender Opening	Managing Director, JPDCL at JERC Building, Ambedkar Chowk, Jammu
Contact Officer for correspondence and clarifications	Cashier, Corporate Office, JPDCL. Cell No.: 7006506241

1. The bidders need to submit the cost of e-Bid document as stated in the above table through non-refundable Demand Draft (Any Nationalized Bank Preferably J&K Bank / State Bank of India) pledged to **Managing Director, JPDCL, Dr. B R Ambedkar Chowk, Jammu** up to **03/06/2023; 04:30PM**. The scanned copy of the Demand Draft must be enclosed along with the e-Bids but the original Demand Draft should reach the office of **Managing Director, JPDCL, Dr. B R Ambedkar Chowk, Jammu** up to **03/06/2023; 04:30PM**.
2. The date and time of opening of Financial-Bids shall be notified on Web Site <http://jktenders.gov.in>. This is conveyed to the qualified bidders automatically through an e- mail message on their e-mail address. The Financial- bids shall be opened accordingly online on the same Web Site at the office of the **Managing Director, JPDCL Dr. B R Ambedkar Chowk, Jammu**.
3. The e-Bids will be electronically opened in the presence of bidder's representatives, who choose to attend at the identified venue on indicated date and time mentioned in the above table or any subsequent day to the convenience of the Tender Opening Committee. An authority letter of bidder's representative will be required to be produced.
4. The Corporation reserves the right to cancel any or all the e-Bids/ the e-Bid process without assigning any reason thereof. The decision of department will be final and binding.
5. In the event of date specified for e-Bids opening being declared a holiday/closed day for department's office then the due date for opening of e-Bids shall be the following working day at the appointed time and place.
6. All the required documents excluding Price Schedule/BOQ should be uploaded by the e-Bidder electronically in the PDF format, whereas Price Schedule/BOQ should be uploaded electronically in the same BOQ sheet provided with the SBD.

7. To participate in e –bidding process, bidders have to get 'Digital Signature Certificate (DSC)' class-III (b) as per Information Technology Act-2000, to participate in online bidding.
8. Other details can be found in the standard bidding document.
9. Hard copy of Technical & Commercial bid documents (complete) must be delivered to the office of **Managing Director, JPDCL, Dr. B R Ambedkar Chowk, Jammu** up to **03/06/2023; 04:30PM** in sealed covers.

The sealed cover shall be super scribed as "PART-I: Technical & Commercial Bid" against

**e-NIT NO: 03 of 2023-24 DATED: 25-04-2023.**

The name of the bidder and e-NIT No. shall be clearly written on the cover.

It may be noted that the hard copy should be an exact replica of the uploaded offer documents. For evaluation purposes the uploaded offer documents will be treated as authentic and final. The hard copy shall be used only for reference purpose.

**Sd/-**  
**Executive Engineer**  
**IT & C Division, JPDCL,**  
**Jammu**

**NO: IT&CD/Tender/J/17-21**

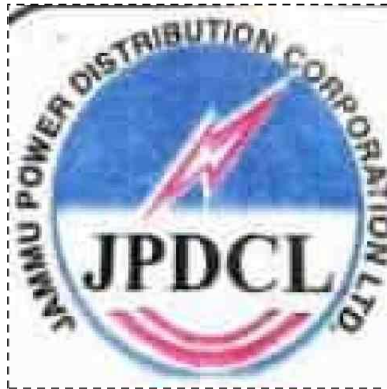
**Dated: 25-05-2023**

Copy to the:

1. Managing Director, JPDCL Jammu for his kind information.
2. Chief Engineer (Distribution), JPDCL, Jammu for his kind information.
3. Joint Director, Information Department, Jammu for information. The above e-NIT may please be got published in local leading dailies of J&K UT and dailies published from metropolitan cities of India for wider publicity. Newspaper cuttings of the advertisement may please be furnished to this office. The payment on account of publication of such advertisements will be made by this department (infjadvt@gmail.com).
4. Director General of Commercial Intelligence and Statistics, Kolkata for wider publication of the e-NIT in India Trade Journals.
5. Official Website of JPDCL.



**NOTICE INVITING TENDER (e-NIT) FOR HIRING OF  
CHARTERED ACCOUNTANT (CA) FOR TAX AUDIT OF  
JPDCL FOR THE FY 2019-20, 2020-21 & 2021-22.**



**Jammu Power Distribution Corporation Limited  
(A Government of Jammu & Kashmir undertaking)  
Corporate Office: - B.R Ambedkar Chowk, Jammu**

**Table A: - Important Information about the e-NIT No. 03 of 2023-24  
Dt. 25-05-2023**

Item Description	Notice inviting tender (e-NIT) for Hiring of a Chartered Accountant (CA)/Firm for Tax Audit of JPDCL for the financial year 2019-20, 2020-21 & 2021-22.
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Period of Assignment	02 months, from the date of issue of Letter of Award (LoA).
Pre-Bid Queries	Pre-Bid Queries can be submitted online up to 31/05/2023 (4:00 PM) through email at this ID: <b>mdtechjpdcl@gmail.com</b> .
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The Jammu Power Distribution Corporation Limited (JPDCL) a Government of J&K Enterprise, intends to hire a Chartered Accountant (CA)/Firm for Tax Audit of JPDCL for the FY 2019-20, 2020-21 & 2021-22.

As such, on behalf of the Lieutenant Governor of UT of J&K, the Managing Director, JPDCL invites e-NIT tenders from interested eligible reputed Chartered Accountants/Firms for Tax Audit of JPDCL for the FY 2019-20, 2020-21 & 2021-22 extendable on the same rates by a period of next 01 year subject to approval of Competent Authority and satisfactory performance on mutually agreed terms & conditions. The Managing Director, Jammu Power Distribution Corporation Limited (JPDCL), Jammu also invites Technical Bids & Financial Bids from C&AG empanelled Chartered Accountant Firms for Tax Audit of JPDCL for above said period.

### **ELIGIBILITY CRITERIA**

The Chartered Accountant Firms must possess/qualify the following minimum eligibility criteria: -

- 1) The firms must be registered with ICAI and empanelled with Comptroller and Auditor General of India for the financial year 2022-23.
- 2) The firms must have an average turnover of Rs. 15.00 Lakh (Rupees Fifteen Lakh) per annum in the last three years.
- 3) The firms should be in existence at least for the last 07 years as per the ICAI record and should have experience of dealing with Government/Semi-Govt Departments/Corporations/Universities/Autonomous bodies etc.
- 4) The firm must have office in Jammu, JKUT. Minimum 02 partners should be stationed in Jammu since 01/04/2021.

### **TECHNICAL BID**

The Chartered Accountant Firms shall submit supporting documents for the details mentioned in Technical Bids Format.

### **FINANCIAL BID**

Financial bids shall be submitted separately for professional fee to be charged by the Firms on annual basis for the services mentioned above and shall quote rates shown in the financial bid as per item/job. The Award of Contract shall be given to the Chartered Accountant firm on the basis of scores obtained in Techno-commercial & Financial weightages as per Selection Criteria detailed at **Annexure "A"** for providing the services mentioned in the table of the Financial Bid.

## **TERMS & CONDITIONS**

- 1) The Chartered Accountants firms must be empanelled with Comptroller & Auditor General of India and ICAI for the financial year 2022-23.
- 2) The firms must have an average turnover of Rs. 15.00 Lakh (Rupees Fifteen Lakh only) in the last three years.
- 3) The firms should be in existence for at least 7 years as per the ICAI certificate.
- 4) The firms shall submit supporting documents along with technical proposal in support of the minimum eligibility criteria.
- 5) The tenderer shall enclose with the tender, the photocopies of the PAN No./GST registration certificate/any other relevant certificate.
- 6) Financial bid of only those firms shall be opened who qualify the minimum eligibility criteria.
- 7) If any of the information/documents furnished by the Chartered Accountants / Firm is found to be incorrect at any later stage, the offer will automatically stand cancelled without entertaining any correspondence.
- 8) The appointment of Chartered Accountant Firms will be for the **FY 2019-20, 2020-21 & 2021-22** extendable on the same rates by a period of next 01 year subject to approval of Competent Authority and satisfactory performance on mutually agreed terms & conditions.
- 9) The **Managing Director, Jammu Power Distribution Corporation Limited (JPDCL)** shall have the absolute discretion in allotting the job, revising fee structure stipulating terms and conditions for the appointment like experience in the field and termination of the services of the empanelled Chartered Accountant after giving due notice at any point of time including during the pendency of the contract.
- 10) The **Managing Director, Jammu Power Distribution Corporation Limited (JPDCL)** reserves the right to terminate Contract/Assignment at any stage, if **Managing Director, Jammu Power Distribution Corporation Limited (JPDCL)** is convinced that firm is not performing as per assigned job.



- 11) The Earnest Money deposit of **Rs. 10000/-** in the shape of CDR/FDR pledged in favour of **Managing Director, Jammu Power Distribution Corporation Limited (JPDCL)** should be enclosed with the technical bid.
- 12) The bidder must quote the rates in figures as well as in words correctly in the financial bid.
- 13) The financial bids will be opened only of the bidders who qualify the technical bid.
- 14) Canvassing directly or indirectly in connection with the bid is strictly prohibited and bids submitted by the firms who resort to canvassing, will be rejected.
- 15) The whole process of tendering can be called off without giving any prior notice or information by the Competent Authority.
- 16) A Non-refundable tender fee of Rs. 500/- by Demand Draft in favour of **Managing Director, Jammu Power Distribution Corporation Limited (JPDCL)**, Jammu should compulsory be attached.

**Sd/-**  
**Executive Engineer**  
**IT & C Division, JPDCL,**  
**Jammu**

## **FORMAT FOR FINANCIAL BID**

<b>S.No.</b>	<b>Item or Activity</b>	<b>Amount (in Rs.) Per Annum (Inclusive of all taxes)</b>	<b>Total Amount (in Rs)</b>
<b>A.</b>	<b>Tax Audit of JPDCL for the FY 2019-20, 2020-21 &amp; 2021-22 extendable on the same rates by a period of next 01 year subject to approval of Competent Authority and satisfactory performance on mutually agreed terms &amp; conditions</b>		
<b>Total A</b>			

**Note: -**

- (1) The Award of Contract shall be given to the Chartered Accountant firm on the basis of scores obtained in Techno-Commercial & Financial weightages as per Selection Criteria detailed at **Annexure "A"**, for the services mentioned above for item/job **A** to be provided to the Corporation as mentioned in the table above.
- (2) The rates/ fee shall be quoted separately for each financial year.
- (3) Rates are inclusive of all taxes (GST/ITax etc.) & TA/DA both in Numeric and in words.
- (4) The minimum fee for the above works (as prescribed by ICAI) is Rs. 25,000/- per annum.

## **FORMAT FOR TECHNICAL BID**

<b>S.No.</b>	<b>Particulars</b>	<b>Supporting Documents required to be submitted along with this form</b>
1.	Name of the Firm	
2.	Address of the Firm	
	Head Office	
	Date of establishment of the Firm & years of establishment	
3.	Firm PAN No.	
4.	Firm GST Registration No.	
5.	Firm's Registration No. with ICAI	
6.	Empanelment No. with C&AG alongwith empanelment order for the F.Y. 2022-23	
7.	Turnover of the Firm in last three years separately	
8.	Annual Average Turnover with break-up of fee towards Audit, Income Tax matters and others (Specify)	
9.	Number of Partners of the firm alongwith names	
10.	Number of Partners at office in Jammu, JKUT	
11.	Number of Fellow Member(s) & Associate Member(s) in firm	
12.	Number of Semi-Qualified Assistant(s) (Inter Chartered Accountant) in firm	
13.	Firm provided Tax Audit services to Government Organization's/ PSU's in J&K during 2021-22	
14.	J&K stationed Partner / Partners of the firm having done post qualification Certificate Course in Forensic Accounting & Fraud Detection by ICAI (FAFD(ICAI))	

**Note:** The firm shall submit documentary evidence against above particulars along with Earnest Money.

**Annexure "A"**

**SELECTION CRITERIA**

<b>S. No.</b>	<b>Parameters</b>	<b>Basis of Marks</b>	<b>Maximum Marks</b>
<b>A</b>	<b>Techno-Commercial Weightage (50%)</b>		
1	Years of establishment of firm(s) since the date of registration	3 marks per year	21 marks
2	Number of Partners at office in J&K	2 marks for Associate member and 3 marks for Fellow member	10 marks
3	Number of Semi-Qualified (Inter Chartered Accountant) in firm	3 marks for each semi-qualified assistant	9 marks
4	Firm provided Income Tax. Consultancy to Government Organization / PSU's in J&K.	2 marks for each appointment / empanelment	10 marks
	<b>Sub -Total</b>		<b>50 marks</b>
<b>B</b>	<b>Financial Weightage (50%)</b>		
1	Indicative Fee (including taxes) in Rs. _____ per annum as per Financial Bid		50 marks
	<b>Sub-Total</b>		<b>50 marks</b>
	<b>Total</b>		<b>100 marks</b>