

Expression of Interest (EoI) for empanelled Chartered Accountant firms to conduct Audit of Accounts under PD, ATMA and FIAC (All), Koraput

The Expression of Interest should clearly indicate audit fees, applicable taxes, TA/DA and accommodation charges (if any) separately, along with detailed Bio-data of the firm. The proposal must reach the office of the Chief District Agriculture Officer, Koraput, Parabada, Jeypore, Odisha – 764001 in a sealed envelope superscribed as "Eol for empanelled Chartered Accountant firms to conduct Audit of Accounts under PD, ATMA and FIAC (All) i.e 14 Blocks of Koraput district" by **02.09.2025 up to 1.00 PM** through Registered/Speed Post only. Proposals in E-mail will not be entertained.

The EoI will be opened on **03.09.2025 at 03.00 PM** in the presence of the selection committee constituted by the CDAO-cum-PD, ATMA, Koraput at the office of the CDAO, Koraput, Jeypore.

The undersigned shall not be responsible for any postal delay. EoIs received beyond the scheduled date and time shall not be entertained and will be summarily rejected. The authority reserves the right to cancel/reject any or all EoIs without assigning any reason thereof.

Terms and Conditions:

1. The firm must be Odisha-based and empanelled by C&AG / State AG.
2. The firm should have a minimum of **10 years' experience** with adequate staff strength to carry out audit work.
3. Preference will be given to firms having adequate experience in auditing service sector projects implemented and/or funded by Government or external agencies, with supporting documents.
4. The audit work must be completed within **30 days** from the date of issue of work order.
5. Interested firms must indicate audit fees, taxes, TA/DA and accommodation charge, if any, separately.
6. The firm must not have been blacklisted by any State/Central Government organization/institution. An undertaking to this effect must be furnished by the authorized signatory.
7. The quoted rates should be inclusive of GST and all other taxes. TDS will be deducted as per rules.
8. Payment will be made after completion of audit work and submission of reports with bills. Payment will be made in phases as per availability of funds.
9. The authority reserves the right to cancel/reject any or all EoIs without assigning reasons thereof.
10. The authority will not be responsible for postal delay. Late submissions will not be entertained.

11.If the quoted price of more than one agency found to be equal, the selection committee reserves the right to take the final decision on it.

12. The following documents must be enclosed with the EoI

- Constitution certificate of the firm issued by ICAI containing:
 - (a) Date of formation of firm with full-time FCA
 - (b) Details of partners / Sole Proprietor / CA employees as on date of the firm
- A copy of the latest partnership deed (for partnership firms)
- A Copy of the acknowledgement of latest IT return of the firm.
- A copy of the year-wise audited financial statements/turnover of the firm for at least 4 consecutive years (2021-22, 2022-23, 2023-24 & 2024-25) with schedules,
- A copy of the details of pending court/arbitration/other cases, if any against the firm,
- Copy of empanel code issued by C&AG/State AG,
- Copy of the Experience certificates
- Details of service sector audit undertaken by the Firm
- Copy of the GST registration certificate with latest GSTR-3B
- Copy of the PAN/TAN

13. Criteria for selection

CRITERIA	MARKS	
	Nos. of CAs in the firm	Up to 10
More than 10		10 marks
Years of establishment of the firm	Less than 10 years	5 marks
	10-20 years	10 marks
	More than 20 years	20 marks
Annual Turn over	Less than 1 Crore	5 marks
	1 to 2 Crore	10 marks
	More than 2 Crore	20 marks
Audit experience (Last 10 years)	Govt. Audit each year	10 marks
	PSU. Audit each year	10 marks
	Both for each year	20 marks
Head Office	State Outside Odisha	5 marks
	In Odisha	10 marks
ATMA Fund Audit experience	Less than 5 years	5 Marks
	More than 5 years	10 Marks
Total		100 marks


 Project Director , ATMA,
 Koraput, Jeypore