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SPMCIL PROVIDENT FUND TRUST

Note: - This Notice is being published only as an abundant precaution and is not an open invitation to quote against this tender. Participation in this Tender is by invitation only and is limited to the Selected Chartered Accountants' Firms, who have been sent this Tender by Post/ Courier. Unsolicited offers are liable to be ignored.

Ref. No.: SPMCIL/PF /Trust/25/16-17/ 361

Dated: 18th April, 2017

Limited Tender Enquiry

Subject:- Appointment of C & AG empanelled Chartered Accountants' Firms for auditing the accounts of SPMCIL Provident Fund Trust for the Financial Year 2016-17.

The Company, Security Printing and Minting Corporation of India Limited (SPMCIL) is a Miniratna Category-I CPSE wholly owned by Government of India. The company was incorporated on 13.01.2006 after corporatization of nine units functioning under Department of Economic Affairs, Ministry of Finance and engaged in printing of currency notes, stamp papers, passports, postal stationery, minting of circulating and other coins and manufacturing of security paper, etc.

2. A trust has been created in the name of SPMCIL Provident Fund Trust for management of provident fund accumulations and other retirement benefits to those Govt. employees who have been absorbed in SPMCIL and have opted combined option for service rendered by them in Govt. The corpus of the trust is Rs.245 crore (approx.) with member strength of 2300(approx.).

3. Since the terms of Statutory Auditor appointed for the year 2015-16 has come to an end, the C&AG has been again approached to provide a list of empaneled Chartered Accountant firms for appointment as Auditors of Pension Trust for F.Y. 2016-17. C&AG has vide letter dated 06.03.2017 has provided a list of Chartered Accountant firms empaneled with them (**As per Annexure-A**) and your firm is one of those firms suggested by C&AG for appointment of Auditors of SPMCIL Provident Fund Trust for F.Y. 2016-17.

4. **The scope of work shall consists of verification of-**

- Compliance of receipt of monthly contribution;
- Processing of EPF withdrawal Applications
- Compliance of Statutory Provisions and rules as defined
- Compliance of Investment guidelines;
- Compliance of all other applicable rules and Provisions;

As prescribed under the SPMCIL Provident Fund Trust Deed rules framed there under. Accordingly, CA firm shall be required to submit their audit report and observation to the Board of Trustees of SPMCIL Provident Fund Trust based on their audit of Books of Accounts of the Trust.

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5. **Terms and conditions for submitting the offer/Quotation are as follows:-**

a) Out of the selected Chartered Accountants' firms to whom this tender has been sent by Post/Courier may submit most competitive rates in a sealed envelope only which shall be addressed to **"The Trustees, SPMCIL Provident Fund Trust"**, 16th floor, Jawahar Vyapar Bhawan, Janpath, New Delhi-110001 **on or before 12.05.2017 latest by 02:15 PM and to be opened at 02:30 PM on the same day.** **The envelope may be dropped in our Tender Box kept at reception of the office in case of hand delivery or may be sent by Post but must reach before the stipulated date & Time.**

b) Interested firm have to quote the fees/rates clearing mentioning the amount for Audit exclusive of service Tax but it shall be inclusive of all the expenses in relation to meeting the cost of travelling and/or boarding or any other expenses in connection to audit of the books of accounts. No additional amount is payable on account of Boarding/Lodging of the Auditors or their Team members. Audit Firm has to meet all the out of pockets expenses on their own accord.

c) Interested firms have to submit their offer in the format given below:-

Particulars	Amount in Rs.
(i) Fees for the Audit of Trust for FY 2016-17 (Including out of Pocket expenses)	
(ii) Service Tax (as Applicable at the time of offering the Quotation)	
Grand Total (i)+ (ii)	

d) Non acceptance of the offer by the firm if the same is shortlisted by the trustees may lead to blacklisting of the firm and/or firm may be debarred from future participation.

e) **Offer shall remain valid for at least 60 days from the day of opening of bids.**

f) Quotations received after stipulated date/time will not be considered. SPMCIL Provident Fund Trust shall not be responsible for any postal delay. Participants to ensure the timely delivery of quotations.

g) Quotations received through Fax/ E-Mail or in open condition will not be considered.

h) Envelope containing the quotation should be marked as **"Quotation for appointment as statutory auditors of SPMCIL Provident Fund Trust for 16-17."**

i) Interested Participants are advised to visit our website www.spmcil.com for more details under latest tenders by SPMCIL.

j) The offers/Quotations shall be accepted only from those firms whose names are appearing in the list of chartered accountant firm enclosed with this Tender.

k) Mere invitation to quote or receipt of quote shall not bind the Trust to accept the bid/Quotation from the offeror. The Decision of the Trust in this respect shall be final and binding on the bidders.

6. **Evaluation of offers shall be done in following manner:-**

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- a) The firm quoting lowest price (exclusively of Service Tax amount) for auditing the Books of accounts of the Trust shall be considered for appointment as statutory auditors.
 - b) In case of equality of lowest price, the chartered accountant firm having maximum partners shall be considered for appointment. In case of equality of the that condition too, The firm having the senior most Chartered Accountant as per enrolment date in the Register of Members of ICAI shall be considered for offer.
 - c) In case of any participants has offered their Fees/Price inclusive of Service Tax then it will be assumed that applicable service shall be included in the Price and basic price shall be taken accordingly.
 - d) If no information about the Service tax component has been provided in the quotation, it shall be assumed as exclusive of service Tax and assumed accordingly.
7. Notwithstanding anything stated above, SPMCIL Provident Fund Trust reserves the right to reject the tender or not to appoint any of the participants against this tender even if the participants fulfills all the conditions mentioned as above anytime without assigning any reason for the same.

For, SPMCIL Provident Fund Trust

Sanjai Maheshwari

(Sanjai Maheshwari)
Authorised Signatory

or

Quotation invited from the following Chartered Accountants firms as per list provided by C & AG vide its letter dated 06.03.2017

Ref. No.: SPMCIL/PF /Trust/25/2016-17

List of Chartered Accountants' Firms

S.No.	Name of C A Firm	Address of CA Firm
1	G JAI & ASSOCIATES	206, Kirti Deep Building, DDA Commercial Complex, Nangal Raya, New Delhi – 110046
2	V S P V & CO.	A2/78, Safdarjung Enclave, New Delhi – 110029
3	P AGGARWAL & ASSOCIATES	908, Arunachal, 19, Barakhamba Road, New Delhi – 110001
4	SUBODH JAIN & CO.	Flat No. 107 and 110 Sunder Kiran, 6/41 Western Extension Area, Karol Bagh, New Delhi – 110066
5	A SHARMA & CO	A-417-418, Somdutt Chambers – 1, 5, Bhikaji Cama Place, New Delhi – 110066
6	PEE DEE KAPUR & CO	801 International Trade Tower, Nehru Place, New Delhi – 110019
7	VIVEK SANJAY & CO.	IIInd Floor, Metro Tower, 1 B Pusa Road, Opp. Metro Pillar No. 106, New Delhi – 110005
8	GEETA SHANKAR & CO	312, Vikas Surya Tower, D C Chowk, Sector-9, Rohini, New Delhi – 110085
9	H N S & CO.	E-208, Ground Floor, Shashtri Nagar, New Delhi – 110052

For, SPMCIL Provident Fund Trust

Sanjai Maheshwari
(Sanjai Maheshwari)
Authorised Signatory