



EXPRESSION OF INTEREST

Patna Smart City Limited Invites expression of interest in the form quotation from Chartered Accountant firm to conduct "Internal Audit" of its organisation for the FY 2021-2022 & 2022-2023.

1. Quotation inviting professional fee for carrying out "Internal Audit" assignment in the prescribed form is hereby invited on behalf of Patna Smart City Limited for following items.

Description of Service	No. of Firm
Appointment of Chartered Accountant firm for carrying out the "Internal Audit" of our company for the F.Y. 2021-2022 & 2022-2023.	01

2. The eligibility criteria should be as follows:-

Sl.	Legibility Criteria	Supporting Documents
a	The existence of the Firm must be at least Five Years as on 1 st April 2022.	Constitutional Certificate of the firm
b	The Firm must have its Head Office/Branch Office situated in Patna.	Constitutional Certificate of the firm
c	The Firm must have at least 05 Five partners.	Partnership deed
d	The firm should be empaneled in C& AG for the FY 2021-2022.	C&AG Empanelment Letter
e	Should have experience of Internal Auditor of Government Organization.	Appointment Letters
f	Average turnover of the firm should not be less than Rs. 10.00 Lakhs last two Financial Year (i.e. 2019-2020 & 2020-2021).	Financial Statement of the firm for Financial Year 2019-20 & 2020-2021.

3. **Man-days Requirement:** Two-man days per month of a qualified Chartered Accountant and Eight-man days per month Chartered Accountant (Inter).
4. The Duly filled in & signed Quotation placed in **sealed** envelope super scribing on the top "Appointment of Chartered Accountant firm for carrying out the Internal audit for the F.Y: 2021-2022 & 2022-2023" shall be submitted up to 13:00 Hrs. till 01.10.2022 to the Chief Finance Officer. The Bids would be opened at 03:00pm on the same date i.e. 01.10.2022 in the office chamber of the Chief Finance Officer in the presence of the intending respondents or their authorised representatives.
5. Financial Bid should be in separate envelope in the following format:

Sl.	Financial Year	Audit Fee including all taxes
1	2021-2022	
2	2022-2023	

6. Any quotation received after the date and time stated above shall not be entertained under any circumstances.
7. It is advised to go through the requirement as mentioned in the notice before quoting the rates. The later claims will not be entertained.
8. The management of Patna Smart City Limited does not bind himself to accept lowest or any quotation and reserves the right of accepting or rejecting the whole or any part of the quotation or cancel without assigning any reason.
9. The firm should attach the documentary evidence in support of the eligibility criterion along with the biodata of the firm.
10. The technical and financial bid should be in two different envelopes within the main envelope.
11. The selected firm shall be bound to complete the audit assignment within the due date.
12. Offers without signature / Conditional offers will not be accepted.


Managing Director
Patna Smart City Ltd.
-Cum-
Municipal Commissioner
Patna Municipal Corporation