

# EXPRESSION OF INTEREST

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Empanelment and selection of Chartered  
Accountant firms for Compilation and  
Finalisation of Accounts at District office of  
Odisha State Civil Supplies Corporation  
Ltd (OSCSC)

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Odisha State Civil Supplies Corporation Ltd

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## Contents

A. Introduction.....	2
B. Eligibility of CA firm .....	3
C. Scope of Work .....	3
D. Deliverables.....	7
E. Resource requirements: .....	8
F. Instructions & list of document to be submitted: .....	8
G. Terms and Conditions: - .....	9
H. Fees .....	10
I. Mode of Selection: - .....	11
J. Annexures: .....	13
Annexure-1: Format of Application for EOI .....	13
Annexure-2: Format for proposing District Cluster.....	14
Annexure-3: Undertaking & Compliance Certificate (On Applicant's Letter Head) .....	14
Annexure-4: Monthly Progress Reporting Format.....	16
Annexure-5: Monthly Deliverable Status .....	16
Annexure-6: Cluster of Districts .....	17
Annexure-7: Format for Tentative marks (to be put by the firm for reference purpose)..	17

## A. Introduction

Odisha State Civil Supplies Corporation Ltd. (OSCSC), invites Expression of Interest (EOI) from Chartered Accountant partnership / LLP Firms (Firms) having its office in Odisha.

Interested and eligible firms may submit their applications as per format at "Annexure-1" (Format for Application) duly filled and signed along with requisite self-attested documents in a sealed envelope through Speed Post/ Registered Post/Courier to the office of

Managing Director  
OSCSC LTD  
C/2, Nayapalli  
Bhubaneswar-751012  
Odisha (INDIA)

so as to reach, on or before dt. **13.09.2022** at 4.00 P.M. EOI opening on **13.09.2022** at 5.00 P.M. Any application received after the due date & time, due to any reason whatsoever, shall not be considered. OSCSC LTD does not take any responsibility for the loss of application in-transit. Application sent through any other mode shall not be considered.

There will be a pre bid meeting on **25.08.2022** at 11.30 A.M. at Conference room of Head office of the Corporation, Bhubaneswar and the clarifications/replies of queries and any modifications in the Eoi (if any) will be published in the website on **26.08.2022**. For pre-bid queries related to the Eoi for clarifications/suggestions, must be submitted by the prospective bidder/firm by any communication mode, so to reach the above address before the pre-bid meeting.

OSCSC is the nodal Organisation for the procurement of paddy from the farmers to ensure payment of MSP, conversion of paddy to Rice through Rice Millers, Storage & delivery of Rice and Wheat at doorstep of FPS for distribution to the beneficiaries. The related schemes are administered & managed through office of CSO-cum-District Managers, OSCSC in all 30 districts. The annual transaction of OSCSC is around Rs. 20,000 crores at present, out of which payment to farmers towards MSP is about Rs. 14,000 Crores. Due to number of issues including vacancies of Accounts staff, there is backlog in finalization of Accounts. Moreover, there are issues in maintenance, updation and reconciliation of accounts. With the above said background, OSCSC proposes to hire the services of Chartered Accountant firms, for all 30 districts segregating them into ten (10) clusters so as to

ensure proper & timely finalization of Annual Accounts including closing quarterly and monthly accounts in SAP in the districts. The ultimate goal of the assignment is to attain monthly closing of accounts in District as well as of the Corporation.

### **B. Eligibility of CA firm**

1. The firm must be empaneled with CAG and must be a partnership firm/LLP.
2. The Partnership/LLP should have minimum 10 (Ten) years of experience. The date of formation will be considered for calculation of period of experience.
3. The firm must have done at least 5 (five) compilation or internal audit assignment of PSU's or Govt. Agencies.
4. The firm should have a minimum average annual turnover of Rs. 20.00 (Twenty) lakhs in last three years i.e. F.Y. 2018-19, 2019-20 & 2020-21.
5. The firm should have valid PAN No, filed Income Tax Return and GST Active Registration (if applicable). The copy of same to be furnished.
6. The firm should have at least two partners with experienced staff to deliver the work.
7. The firms who have been engaged as internal auditor of the corporation for the FY 2020-21 or engaged in any other professional assignment of the Corporation shall not be considered.

### **C. Scope of Work**

The CA firm shall be assigned with the following Finance & Accounting works at the district office:

#### **1) Supervision of maintenance & Updation of Accounts in SAP: -**

- i) The accounts of OSCSC are maintained in SAP. Financial Accounting & Control (FICO), Materials Management (MM), Sales Distribution (SD) and modules have been implemented through which all financial & inventory transactions are accounted for. All the payments/ expenditures, Receipts/ Incomes are made through SAP, on real time. System generated vouchers are pre-requisites for all payments. This is to be ensured. No manual vouchers and Cash/ Bank book are to be maintained.
- ii) All expenditures and incomes are to be booked under proper heads of Accounts, as per General Ledger code created in the SAP.
- iii) Ensure all sales, income under different schemes are properly accounted for. Also ensure that all shortage value, audit recovery is accounted for.



- iv) To supervise accounting of all trade, procurement, administrative and employee related expenditure are accounted for.
- v) Statutory deductions towards Income Tax TDS are made as per rates applicable, accounted for on payment of Transport charges, Handling charges, godown rent/ storage charges, Handling charges, Dues to custom millers and all other payments attracting TDS. Similarly, Tax Collection at Source (TCS) is deducted on payments made for purchase of Wheat.
- vi) Amount received from head office against Schematic funds are booked as per accounting guidelines.
- vii) All payments made out of schematic funds are to be booked under the scheme. The advance, if any, made earlier is adjusted.
- viii) Expenditure is booked as per UC submitted, in proper head of account. Advances made earlier are needed to be adjusted.
- ix) The receipts from head office for meeting expenditures – Millers dues, transport contractor's payments, godown rent, salary and allowance, administrative expenses, capital expenses etc. are to be booked under "Head Office Control Account".

## **2) Adjustment of advance, Audit Recovery etc.**

- i) Advances like Advance to Staff, FCI, and Miscellaneous advance if any should be reduced to bare minimum. Steps to be taken to collect bills and adjust all the outstanding advances before finalization of accounts.
- ii) Similarly, advance against schemes like Advance against NFSA, SSFA but no adjustment is being made is to be analysed.
- iii) It is seen that some advance against programmes, schemes are remaining pending whereas the Utilisation certificate or expenditure against the same has been made. So you are requested to ensure that all advances against which expenditure has been made must be adjusted.

## **3) Reconciliation of Financial & Inventory transactions:**

- i) FCI Sales: Ensure that current year Sale of Rice to FCI as per SAP is equal to the Acceptance notes received from FCI.
- ii) Gunny Bales: Despatch, distribution of gunny bales should be reconciled with the HO data. Gunny bales supplied by OSCSC HO, once used gunny



bag procured at dist. & distributed to the Miller and utilisation of new and once used gunny bags shall be reconciled.

- iii) Inter district transfer / receipt from HO must be duly accounted for. The districts are to reconcile the Head Office Control Account by generating HO and concerned District statements from SAP and if not reconciled, then reconciliation statement in this regard may be prepared and submitted.
- iv) The inventory report submitted by District is normally prepared from manual records, but is not cross verified with SAP stock report. The same should be cross checked and a reconciliation statement should be prepared between SAP data and manual data submitted by District for compilation.
- v) Reconciliation of Inventory Accounts with custom millers and at RRC as per report in different applications namely P-PAS/ SCMS, with that of Inventory Accounts generated in SAP.
- vi) Bank reconciliation in SAP should be completed by collecting the Bank statement from the Bankers and BRS along with adequate details, balance confirmation certificate should be enclosed.
- vii) Old unreconciled balance under the account head may be examined and if any data relating to such balances are found which are related to the unreconciled balances, necessary accounting effects must be given with due consideration to Head Office.

#### **4) Compliance of Income Tax, GST, EPF, ESI Provisions**

- i) Statutory dues such as PF, ESI, I.T and other statutory deposits as on 31st March 2021 for the period of more than 6 months must be deposited. If not deposited, a statement explaining the reason for the non-deposit must be submitted.
- ii) Details of payments on which Income Tax (TDS) is Short deducted/ Not deducted, deducted but not paid within due date, details of payment referred to in Sec 40 A (3A), 40 (A) (3A) read of 6 DD related to payment which above Rs. 10,000/-, details of payment referred under Section 43B i.e. statutory due etc. should be reported.
- iii) Sale of tender paper, old gunny made during the month must be accounted for and care should be taken to check the same with GST

- return data to be submitted to the Head Office. Tax as per GST return data is to match with sale data.
- iv) The Purchase &, sale of gas, kerosene and other accessories as in SAP should tally with monthly GST data to be submitted to HO. In case there is any difference, the same should be reconciled and reported to HO.
  - v) The Income tax TDS & TCS must be deposited in Gol Account within due date.
  - vi) The accounts data should match with the statutory return data or the tax data submitted for filing tax returns.

#### **5) Ledger and Trial Scrutiny in SAP:**

- i) While initiating the compilation of accounts, a trial balance from the SAP is to be generated and must be scrutinised to ensure that all the account heads in the SAP are reflecting true financial transactions of the District office or the accounts balances with the source documents. Bank book, Cash trial balance prepared, bank accounts, inventories, BSR and other GL balances should be verified and checked to ensure that they reflect correct balances in SAP.
- ii) Various ledger balances, sub ledger balance heads need to be scrutinised in SAP to check whether any pending entries remaining to be made at the Dist. Office level. Also while checking the Accounts Payable, Accounts Receivable necessary care should be taken to give effects towards reversal of previous year entries, clearing entries and also due/provision entry for the current year is to be passed.
- iii) To ensure that all income is to be properly accounted for in SAP and should only be booked in the following heads: Sale of Rice, Wheat, Kerosene Oil, Sale of Rice to FCI, Sale of Non-PDS Goods, Sale of Relief Goods, Sale of GAS Items, Interest received from Bank/ receivable, Prior Period Income and other Income etc. All sales are booked centrally in SAP at HO Level, but data from SAP must be checked and if any difference with Dist. dates, the same should be communicated to HO for giving effect.
- iv) Ensure that current years Sale of Rice, Wheat, Sale of relief goods should be made with reference to quantity issued against sale during the year as per SCMS and should match in SAP. If the same does not match due to any reason, then reconciliation may be prepared and to be submitted.



- v) All the normal Shortage value & Audit Recovery must be accounted for during the year.
- vi) Inter district transfer / receipt from HO must be duly accounted for. The districts are to reconcile the Head Office Control Account by generating HO and concerned District statements from SAP and if not reconciled, then reconciliation statement in this regard may be prepared and submitted.
- vii) The SPA accounts need to be checked to find whether all the dues of the resource deployed through the agencies have been booked or provisions are made during the year.

#### **6) Other items:**

- i) Regarding purchase of Asset (Furniture & fixtures), Office Equipment/ Electrical Installation etc.), Asset Master Ledger is to be created for booking in proper Heads of Accounts through the help of HO SAP Team.
- ii) On sale of fixed assets, it should be accounted for in proper account needed taking into Account, Gross Block, and Cumulative depreciation, Gain / Loss on asset.
- iii) To facilitate compliance/ replies to the observation in statutory Audit Report, Internal Audit Report, Departmental Audit Report and in AG IR Paras.
- iv) Stagnant balances of accounts in SAP for concerned Districts like Advance from Collector/BDO, Dues to SA, MI, Other Agencies, Remittance in transit, outstanding sale proceeds being unadjusted since long resulting into unnecessary over statement of Liabilities and Assets should be reviewed and adjustment entries may be passed, wherever necessary.
- v) To suggest improvement in the reporting format of SCMS, P-PAS etc. to facilitate timely and quickly reconciliation.

#### **D. Deliverables**

The ultimate objective of the assignment is to attain the monthly closing of accounts. For that updating the backlog accounts and complying with the above practice is essential. As on date we are in process of compilation of accounts for FY





2020-2021. Closing circular has been circulated and reconciliation process is under progress.

The following will be the deliverables to be delivered by the selected firms in the assignment period of one year i.e. starting from September 2022.

Sl. No.	Particulars	Schedule Timeline
1.	Finalisation of Accounts of FY 2020-21	October 2022
2.	Finalisation of Accounts of FY 2021-22	January 2023
3.	Half yearly Accounts Closure Sep 2022	Feb 2023
4.	Quarterly Accounts Closure March 2023	April 2023
5.	Monthly Accounts Closure April 2023	May 2023
6.	Monthly Accounts Closure May 2023	June 2023
7.	Monthly Accounts Closure June 2023	July 10 <sup>th</sup> 2023
8.	Quarterly Accounts Closure June 2023	July 20 <sup>th</sup> 2023
9.	Finalisation of Accounts of FY 2022-23	July 2023
10.	Monthly Accounts Closure July 2023 and submission of Final Monthly report	August 10 <sup>th</sup> 2023

Note: The proposed schedule timeline may be rescheduled (if needed).

#### **E. Resource requirements:**

The CA firms shall provide the needful resources as per the requirement for the assignment to deliver the above deliverables in time.

#### **F. Instructions & list of document to be submitted:**

##### **1) List of documents to be submitted along with the applications/ EOIs:**

Interested firms are advised to submit self-attested copies of the following documents

- Latest registration certificate and constitution certificate of the firm issued by The Institute of Chartered Accountants of India as on 01.01.2022 w.r.t the information related to the year of establishment of Head Office, Branch Office(s), address (es), details of partners along-with their membership nos. etc. Particulars as indicated in the Certificate(s) will be treated as conclusive and used for the purpose of evaluation of EOIs.
- Latest letter of empanelment with C&AG.
- Copies of appointment letter/proof (self-attested) for compilation/internal audit work in PSUs/ Government(s) Central / State / Govt Sector organisations as evidence of experience.
- Proof of work experience at Odisha State Civil Supplies Corporation Ltd.

- e) Proof of firms/partners experience in government organisation where SAP has been implemented
- f) Enclose self-attested copy of Income Tax returns filed for previous three Years (i.e. FY 2018-19, 2019-20, 2020-21), P&L Account and Balance Sheet of the period
- g) Format for Application as per **Annexure-1** of this EOI.
- h) Format for Proposing District Cluster as per **Annexure-2** of this EOI
- i) Certificate of undertaking/compliance Certificate as per **Annexure-3** of this EOI on Applicant's Letter Head.
- j) Format for self-evaluation for each cluster proposed as per **Annexure-7** of this EOI
- k) Self-attested copy of PAN card of Firm.
- l) Self-attested copy of GST Registration of Firm.

## **2) Instructions to Firms**

- a) Format of Application shall be filled in and completed in all respects along with Annexures. Incomplete application will be rejected.
- b) All the documents submitted should be dated and self-attested by a Partner with his/ her name and under the seal of the firm.

## **G. Terms and Conditions: -**

- (i) The selected firm shall nominate a Nodal Officer for the said work. Details of the Nodal Officer should be given to OSCSC Ltd.
- (ii) In case of any dispute arising during execution of work, an amicable solution may be arrived at with discussion and reconciliation. However, in case of any dispute remaining unresolved, decision of the Managing Director, OSCSC Ltd. will be final and binding on both the parties to the contract.
- (iii) The Managing Director, OSCSC Ltd. reserve the right to reject any or all bids without assigning any reason(s), thereof.
- (iv) Each firm can be allotted maximum one cluster assignments. Only on exceptional cases where no eligible firm is available for any Cluster, one additional Cluster work may be allotted to any of the existing selected firm if found eligible for the cluster after due selection process.

- (v) If any false information/ documents are provided and it comes to the knowledge of OSCSC Ltd., the authority reserves the right to reject such bid at any stage or to terminate the contract, if awarded, with immediate effect.
- (vi) OSCSC reserves the right to accept or reject any or all responses and to request additional submission or clarification from one or more applicant(s) at any stage or to cancel the process entirely without assigning any reasons
- (vii) If a firms delay in executing the deliverables for a period of more than one month from the date of delivery, then penalty of 2.5 % of the fees per deliverable per month to a maximum of four months i.e. 10 % of the fees will be charged as penalty. OSCSC reserves the rights to terminate the contract after invoking charging of 10% penalty and allot the assignment to another firm.
- (viii) Delays caused by Force Majeure events or by actions of OSCSC shall not constitute a delay resulting in the charging of penalty.
- (ix) If selected firm do not able to deliver in time, then the firm has to submit the reason for the same and also has to request for the extension of time for the said deliverable.

#### H. Fees

1. The firm will be paid a consolidated fees of Rupees fifteen lakhs only (Rs. 15,00,000/-) per Cluster (taxes extra).
2. The firm should submit the bills at the end of each Deliverables. Deliverable wise bifurcation of fees is as follows

Sl. No.	Particulars	Schedule Timeline	Fees (In Rs.)
1.	Finalisation of Accounts of FY 2020-21	October 2022	1,50,000
2.	Finalisation of Accounts of FY 2021-22	January 2023	1,50,000
3.	Half yearly Accounts Closure Sep 2022	Feb 2023	1,50,000
4.	Quarterly Accounts Closure March 2023	April 2023	1,50,000
5.	Monthly Accounts Closure April 2023	May 2023	1,50,000
6.	Monthly Accounts Closure May 2023	June 2023	1,50,000
7.	Monthly Accounts Closure June 2023	July 10 <sup>th</sup> 2023	1,50,000

8.	Quarterly Accounts Closure June 2023	July 20 <sup>th</sup> 2023	1,50,000
9.	Finalisation of Accounts of FY 2022-23	July 2023	1,50,000
10.	Monthly Accounts Closure July 2023 and submission of Final Monthly report	August 10 <sup>th</sup> 2023	1,50,000
	<b>Total</b>		<b>15,00,000</b>

- The firm has to submit a District wise Monthly report as per the prescribed format in hard copy. A copy of the monthly report should also be sent to Corporation Head Office (in soft copy).
- No TA & DA will be paid in the assignment.
- The above engagement will be for one year and may be renewed on mutual consent on same terms & conditions for further period on satisfactory performance of the firm and requirement of OSCSC.

#### I. Mode of Selection: -

Shortlisting of the firm will be made District Cluster wise on the basis of the following criteria. Weightage of the criteria has been assigned below.

Sl. No.	Particulars	Maximum Marks	Evaluation Criteria
1.	Average Turnover of the firm for last three years (i.e FY 2018-19, FY 2019-20 & FY 2020-21)	20	Firms with average turnover more than 50 Lakh =20  Firm with average turnover more than 20 Lakh up to 30 Lakh=15  Otherwise=0
2.	No. of audit assignments of Internal Audit/Compilation of accounts of Govt Organisation (Not Banks) conducted by March 2022	20	More than 10 no's of Internal Audit/compilation of Accounts =20  More than 5 No's up to 10 No's of Internal Audit/compilation of Accounts=15  Otherwise 0
3.	No of Partners/ Qualified Assistant in the firm as on 01.01.2022	20	More than 10 =20  More than 5 upto 10=15  Otherwise 0
4.	The firms having office in the Cluster Districts.	20	Head Office At cluster Districts -20  Branch Office at Cluster Districts- 15  Otherwise-0

5	The firm having experience in SAP environment ( i.e. Accounts compilation/ Audit in SAP environment or implementation or support of SAP) in Government organizations	20	More than 5 no's =20  More than 2 No's up to 5 No's=15  Otherwise 0
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- The selection will be made based on quality based method for each cluster. The firm getting highest mark as per the above criteria and weightage will be selected for the assignment for the concerned District Cluster.
- If for any Cluster the highest marks of more than one firm become equal, then firms having head office in the Districts will be assigned the job. If after that also selection could not be finalised, then the firm having more experience at the concerned Districts will be given preference for assigning the job. If after that also selection could not be finalised, the firm having the highest average turnover in last three years will be given preference for assigning the job. If after that also the selection could not be finalised then OSCSCS reserve the rights to allot a firm for the cluster out of the firms having equal marks, experience and turnover.
- For selection of firm, Proposed Cluster by the firm at serial No-1 at Annexure-2 will be considered for evaluation i.e. Cluster mentioned at Serial-1 as per Annexure-2 submitted by the firm.



## J. Annexures:

### Annexure-1: Format of Application for EOI

1. Name of the Firm:
2. Registration No. of the Firm:
3. Date of Registration of the Firm:
4. CAG Empanelment No and date:  
(Latest empanelment No with letter copy)
5. Address for Communication with email Id:  
(for Communications)
6. Details of Head Office & Branch Office (s):  
(Enclose Self attested copy of Registration/Constitution)

Head Office:

Address	Date of Establishm ent	Partner In charge	Contact Person/Mobile number/ Landline Nos./Fax	E-mail

Branch Office 1 (if any):

Address	Date of Establishm ent	Partner In charge	Contact Person/Mobile number/ Landline Nos./Fax	E-mail

(Insert information for additional Branch office(s), if any)

7. Details of existing CA qualified Partners:

Sl. No.	Name of the Partner(s)	Membership No.	SAP Experience	Location of Office
1.				
2.				
3.				

8. Details of Experience of firm. (Internal/Compilation Experience)  
(Enclose self-attested copies of appointment letter).

Sl. No.	Name of the Company/ Unit	Scope of work
1.		
2.		
....		



9. Details of Experience of firm. (Assignment in SAP Environment)  
(Enclose self-attested copies of appointment letter).

Sl. No.	Name of the Company/ Unit	Scope of work
1.		
2.		
....		

10. Turnover of Audit Firm

Sl. No.	Year	Turnover
1.	FY 2018-19	
2.	FY 2019-20	
3.	FY 2020-21	

(Enclose self-attested copy of Income Tax returns filed for previous three Years (i.e. FY 2018-19, 2019-20, 2020-21), P&L Account and Balance Sheet of the period)

11. PAN No. of the Firm:

12. GST Registration No. of Firm:

Date:

Place:

**Signature of the Authorized Signatory  
of the Firm with Seal**

#### **Annexure-2: Format for proposing District Cluster**

1. Name of the Firm:
2. Cluster proposed by the Firm

Sl. No.	Name of the Cluster Districts
1	
2	

Note: Maximum a firm can propose for two Clusters

Date:

Place:

**Signature of the Authorized Signatory  
of the Firm with Seal**



**Annexure-3: Undertaking & Compliance Certificate (On Applicant's Letter Head)**

We M/s. \_\_\_\_\_, partnership/LPP Firm of Chartered Accountant do hereby verify and declare that: -

- a. We have read and understood the terms and conditions of the EOI and agree to abide by and comply with unconditionally all the terms and conditions contained in this EOI.
- b. The particulars given with respect to the EOI are complete and correct and that if any of the statements or information furnished is later found to be incorrect or false or there has been suppression of material information, I/we would stand disqualified for empanelment/allotment of valuation assignment.
- c. Our firm/ partners has/have /has not/have not been debarred or cautioned by or declared guilty of any professional and or other misconduct under provisions of ICAI during the current year and immediate past five years.
- d. Our firm should have adequate manpower (i.e. CA Inter/ qualified resource/experienced) for the assignment at the concerned Districts.

**Date:**

**Place:**

**Signature of the Authorized Signatory  
of the Firm with Seal**



**Annexure-4: Monthly Progress Reporting Format**

Sl. No	Particulars	Progress so far	Issues if any	Remarks
1				
2				
3				

Note: The report shall cover all the points in scope of work.

**Annexure-5: Monthly Deliverable Status**

Sl. No	Deliverables	Schedule timeline	Expected completion date	Remarks
1	Finalisation of Accounts of FY 2020-21	October 2022		
2	Finalisation of Accounts of FY 2021-22	January 2023		
3	Half yearly Accounts Closure Sep 2022	Feb 2023		
4	Quarterly Accounts Closure March 2023	April 2023		
5	Monthly Accounts Closure April 2023	May 2023		
6	Monthly Accounts Closure May 2023	June 2023		
7	Monthly Accounts Closure June 2023	July 10 <sup>th</sup> 2023		
8	Quarterly Accounts Closure June 2023	July 20 <sup>th</sup> 2023		
9	Finalisation of Accounts of FY 2022-23	July 2023		
10	Monthly Accounts Closure July 2023 and submission of Final Monthly report	August 10 <sup>th</sup> 2023		

**Annexure-6: Cluster of Districts**

Sl. No.	Name of the District
1	Cluster-1: Malkangiri, Koraput, Rayagada
2	Cluster-2: Nabarangpur, Kalahandi and Nuapada
3	Cluster-3: Balangir, Sonepur, Boudh
4	Cluster-4: Gajapati, Ganjam and Phulbani
5	Cluster-5: Khurda, Nayagarh and Puri
6	Cluster-6: Bargarh, Sambalpur, Jharsuguda
7	Cluster-7: Dhenkanal, Jajpur, Angul
8	Cluster-8: Cuttack, Jagatsinghpur & Kendrapada
9	Cluster-9: Mayurbhanj, Bhadrak, Baleshwar
10	Cluster-10: Sundargarh, Keonjhar and Deogarh

**Annexure-7: Format for Tentative marks (to be put by the firm for reference purpose)**

(To be filled by the firm applied)

1. Name of the Firm:
2. Name of the Cluster proposed by the Firm\*:

Sl. No.	Particulars	Evaluation Criteria	(To be filled by the firm)	
			Tentative marks	Basis of marks
1.	Average Turnover of the firm for last three years (i.e FY 2018-19, FY 2019-20 & FY 2020-21)	<p>Firms with average turnover more than 50 Lakh =20</p> <p>Firm with average turnover more than 20 Lakh up to 30 Lakh=15</p> <p>Otherwise=0</p>		
2.	No. of audit assignments of Internal Audit/Compilation of accounts of Govt Organisation (Not Banks) conducted by	<p>More than 10 no's of Internal Audit/compilation of Accounts =20</p> <p>More than 5 No's up to 10 No's of Internal Audit/compilation of Accounts=15</p>		

	March 2022	Otherwise 0		
3.	No of Partners/ Qualified Assistant in the firm as on 01.01.2022	More than 10 =20  More than 5 upto 10=15  Otherwise 0		
4.	The firms having office in the Cluster Districts.	Head Office At cluster District 20  Branch Office at Cluster District- 15  Otherwise-0		
5	The firm having experience in SAP environment (Accounts compilation, Audit in SAP environment or implementation or support of SAP) in Government organizations	More than 5 no's =20  More than 2 No's up to 5 No's=15  Otherwise 0		

\*If applied for more than one cluster, then please add another table for the other cluster  
(Attach supporting documentary evidence in support of your allotment of marks)

*Handwritten signature*

