

No-7/न०वि०/Reforms (Audit).....165

Government of Jharkhand

**Urban Development & Housing Department**  
**STATE URBAN DEVELOPMENT AGENCY**

Clarifications on pre bid queries of "Selection of CAG empanelled Chartered Accountant Firms for Audit of Books and Accounts in 45 Urban Local Bodies (ULBs)"

NIT No. : 7/न०वि०/Reforms (Audit)/83

Dated ...12/2018.....

Sl. No.	Pre Bid Queries	Answers to Pre Bid Queries
1	Power of Attorney in favor of the person signing the tender is to be registered. To confirm whether Notarized POA can be furnished instead of Registered one.	The owner /Partner of the CA Firm may authorize a person for signing the proposal by delegating power of attorney. Notarized POA can also be furnished instead of Registered one.
2	Successful bidder should furnish Performance guarantee by way of BG for 2% value. Amount of BG will be very small, please check whether Performance guarantee can be furnished by way of DD also.	As per the RFP the Performance Guarantee need to be submitted through BG only. However the bidders can submit the Performance Guarantee through Demand Draft as well.
3	Is it require to submit CVs of all the team members or for the team leader and Audit Manager? Please refer to the word <u>if any</u> . It will be difficult to retain the Audit Asstts.( 10 Nos.) for the entire duration of the project.	It is compulsory to submit the CV of Team Leader, Audit Manager and Audit Assistant along with their experience certificates. If Experience certificate of the above mentioned manpower has not submitted, in that case no marks will be awarded vide Clause No:12.1.2 of the RFP .
4	Qualification of Audit Manager is CA. To check whether Cost Accountants can be deployed as Audit Managers.	Only Chartered Accountant will be deployed as Audit Managers.
5	Annual audit fees per ULB per year is mentioned as Rs.15000/-. Does it include expenses also.If the fees is fixed then what is the use of Financial Quote?	Minimum Audit Fee per ULB is Rs15000/-, which includes expenses also. The CA Firms may propose more than that.
6	Package wise name & Population mentioned in point no. 5 - Population of each ULB is mentioned for which year?	As per Census Data 2011.
7	Amount of stamp duty for making affidavit	There is no specific amount. CA Firms can furnish any amount of stamp duty.
8	Amount of stamp duty required for making of power of attorney	There is no specific amount. CA Firms can furnish any amount of stamp duty.
9	If we want to visit ULB for assessing the workload, then what is the procedure?	The representative of the CA firm may directly visit the ULB.
10	"GENERAL OUTPUTS AND TIMELINE EXPECTED FROM C.A FIRM" sub point 3 mentions that "The Bidder is required to submit the following reports". Will all the required statements be prepared by ULB or CA firm? As auditor it is generally assumed that all relevant statements are prepared by auditee and checked by auditor.	Annual Financial Statement for the FY 2016-17 is already prepared by the ULBs. The selected CA Firm will be work as per the TOR/Scope of Services mentioned on Section 2 (Terms of Reference) of the RFP.
11	The meaning of UD & HD as mentioned in point no. regnExpiry12.2.2.3	The meaning of UD&HD is - Urban Development and Housing Department.

*30/1/18*  
**( Rajesh Kumar Sharma )**  
Director