

**GOVERNMENT OF BIHAR**  
**Rural Development Department**  
**Bihar Rural Development Society (BRDS)**

2nd Floor, RED Cross Building, North of Gandhi Maidan Patna-800001, Bihar (India)  
(Telephones: +91 621 2219005, Fax: +91 612 2217857; Website: [www.rdd.bih.nic.in](http://www.rdd.bih.nic.in))

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**REQUEST FOR EXPRESSIONS OF INTEREST (REOI)**

EOI No: Rdd-07(BRDS)-02/20016

Dated: 14.06. 2019

**INDIA**

**Bihar Integrated Social Protection Strengthening (BISPS) Project**

Credit No.: IDA-5349-IN

**Assignment Title: Hiring of Statutory Auditor for Audit of Project Financial Statement (PFS) of BISPS project for the year 2018-19**

**Reference No.: CS –8**

1. The Bihar Rural Development Society (BRDS), an autonomous society set up under the Rural Development Department (RDD), Govt. of Bihar is implementing BISPS project with support from World Bank. The objective of the BISPS Project is to strengthen institutional capacity of departments (Rural Development Department & Department of Social Welfare, GoB) to deliver social protection programs, services and expand outreach of social care services for poor, vulnerable persons, Person with disabilities, older persons and widows in state of Bihar.
2. BRDS seeks to hire qualified and experienced **Auditor for Audit of PFS of BISPS project**
3. **Objective:** The overall objective of the audit of the PFS is to enable the auditor to express a professional opinion as to whether:
  - a) The PFS give a true and fair view of the financial position of the Project at the end of the period under audit and of the sources and applications of project funds for that period;
  - b) The Project is in compliance with the financial covenants of the Credit Agreement;
  - c) The Project funds were utilized for the purposes for which they were provided;
  - d) Expenditures, including assets created under the Project, shown in the PFS are eligible for financing under the relevant Financing Agreement and these were exclusively financed through the Project funds and no other sources of funds have been received by BRDS for incurring these expenditures;
  - e) IFRs submitted by the Project management can be relied upon to support applications for withdrawal of the Credit, and adequate supporting documentation has been maintained to support these claims;
  - f) Procurement has been carried by BRDS in line with the agreed procedures (except procurement under prior review of the Bank);
  - g) The Project has an adequate internal control system.
4. The Audit shall be carried out for the financial year 2018-19. The contract will be for one year from the date of signing of contract which may be further extended based on the satisfactory performance and project requirement. The detail Terms of Reference for the assignment is available for downloading at [www.rdd.bih.nic.in](http://www.rdd.bih.nic.in)
5. The Bihar Rural development Society (BRDS) now invites eligible consulting firms (“Consultants”) to indicate their interest for providing the services. Interested Consultants should provide information demonstrating that they have the required qualifications and relevant experience to perform the services. The short-listing criteria are as follows

- (i) The C.A. firm should be an Indian firm having independent legal existence, registered under the applicable Act. [Submit proof of Registration Certificate, Articles and Memorandum of Association].
  - (ii) The agency should have been empaneled with CAG. [Proof to be enclosed]
  - (iii) The C.A. firm should have minimum 10 years' experience and should have an average annual turnover of Rs.30 Lakhs or more during last three financial years (2015-16, 2016-17 and 2017-18) [Proof to be enclosed].
  - (iv) Experience at least 3 similar assignments in areas specific to the proposed assignment undertaken during last 5 years. Experience of similar assignment in the similar society will be preferred. [Proof to be enclosed].
  - (v) The CA firm should be should have office at Patna Bihar.[Proof to be enclosed].
  - (vi) Prior experience of working with state and/or central Government of will be preferred; and
  - (vii) Availability of qualified experts in fields relevant to lead the proposed work.
  - (viii) The firm should have not been blacklisted by any government or any other donor/partner organization/World Bank in past/present. (Declaration to be given as per as per annexure -C)
6. The attention of interested Consultants is drawn to paragraph 1.9 of the World Bank's [\*Guidelines: Selection and Employment of Consultants under IBRD Loans and IDA Credits & Grants by World Bank Borrowers\*](#) (January 2011, revised July 2014) ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest. In addition, please refer to the following specific information on conflict of interest related to this assignment: conflict between consulting activities and procurement of goods, works or non-consulting services; conflict among consulting assignments; and relationship with Borrower's staff.
  7. Consultants may associate with other firms in the form of a joint venture or a sub consultancy to enhance their qualifications. The "Association" may take the form of a joint venture (with joint and several liability) or of a sub-consultancy, and this should be stated clearly in the submission.
  8. A consultant will be selected in accordance with the CQS method set out in the Consultant Guidelines.
  9. Interested firm may submit their application expressing interest in the prescribed Performa annexed herewith {Annexure-A&B} in the sealed envelope with each page of application signed by an authorized signatory, including the pages comprising the annexure. Further information can be obtained at the address below during office hours 10:00 to 17:00 hours.
  10. Expressions of interest must be delivered hard copy to address below through registered post/speed post/ courier/ by Hand by **July 15, 2019 till 15:00 hrs.**
  11. In case of any Addendum/Clarification/Corrigendum/Extension regarding this REoI Notice, the same will be published in the above websites only.
  12. The Authority reserves right to cancel or terminate the tendering process at any stage prior to signing of the contract with successful bidder without assigning any reason therefor and shall not be liable to any bidder /party in any manner either directly or indirectly.

**Chief Executive Officer (CEO)**  
**Bihar Rural Development Society (BRDS),**  
2nd Floor, RED Cross Building  
North of Gandhi Maidan, Patna-800001, Bihar (India)

**Annexure -A**

**Format for Submission of Information for providing consultancy services for the conduct of Audit of BISPSProject, Bihar , Patna**

**Submission Requirements:**

| <b>A. Consultant's Profile</b>   |   |                                       |                    |                                  |   |              |                            |                                |  |
|--|---|---------------------------------------|--------------------|----------------------------------|---|--------------|----------------------------|--------------------------------|--|
| <b>Organizational</b>  | <b>Name of the Organization:</b>                                      |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Postal Address:</b>  |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Telephone / Mobile no.</b>   |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Fax/ E-mail/ Website:</b>  |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Contact Person name and designation with contract details:</b>     |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Date of establishment (DD/MM/YY):</b>                              |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Date and place of Registration:</b>                                |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>CAG Empanelment No:</b>  |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Registration No (Copy to be enclosed):</b>                         |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Location of Head office:</b>                                       |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Details of Branches if any:</b>                                    |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Provide a brief description of the background of organization:</b> |                                       |                    |                                  |   |              |                            |                                |  |
|  | <b>Does the consultant have an office at Patna (Yes/No):</b>          |                                       |                    |                                  |   |              |                            |                                |  |
| <b>Any other relevant information which the consultant wants to add.</b>   |   |                                       |                    |                                  |   |              |                            |                                |  |
| <b>B. Financial Information</b> {Please enclose the financial statement of last three financial year. }  |   |                                       |                    |                                  |   |              |                            |                                |  |
| The firm should have an annual average turnover of Rs.30 Lakhs or more during last three financial years (2015-16, 2016-17 and 2017-18)  |   |                                       |                    |                                  | <b>Provide the turnover on the basis of audited financial statement of the previous three financial year in Rupees.</b> |              |                            |                                |  |
|  |   |                                       |                    |                                  | <b>2015-16</b>  |              | <b>2016-17</b>             |                                | <b>2017-18</b>   |
|  |   |                                       |                    |                                  |   |              |                            |                                |  |
| <b>C. Consultant's Experience</b>  |   |                                       |                    |                                  |   |              |                            |                                |  |
| 1) The C.A. firm should minimum 10 years' experience. {Proof to be enclosed}.<br><i>You may add more rows</i>  |   |                                       |                    |                                  |   |              |                            |                                |  |
| Sl. No   | Name of the Project/Assignment  | Brief details of the Service provided | Client and country | Duration of Assignment in months |   |              | Value of Contract (in INR) | Whether contract closed or not | Please mention Page No of the supporting document to be referred |
|  |   |                                       |                    | From {start date}                | To {End date or ongoing}  | Total months |                            |                                |  |
|  |   |                                       |                    |                                  |   |              |                            |                                |  |
|  |   |                                       |                    |                                  |   |              |                            |                                |  |
|  |   |                                       |                    |                                  |   |              |                            |                                |  |
| 2). Experience at least 3 similar assignments in areas specific to the proposed assignment undertaken during last 5 years. Experience of similar assignment in the similar society will be preferred. [Proof to be enclosed]. <i>You may add more rows</i> |   |                                       |                    |                                  |   |              |                            |                                |  |

| Sl. No | Name of the Project/Assignment | Brief details of the Service provided | Client and count ry | Duration of Assignment months |                          |              | Value of Contract (in INR) | Whether contract closed or not | Please mention Page No of the supporting document to be referred |
|--------|--------------------------------|---------------------------------------|---------------------|-------------------------------|--------------------------|--------------|----------------------------|--------------------------------|--|
|        |                                |                                       |                     | From {start date}             | To {End date or ongoing} | Total months |                            |                                |  |
|        |                                |                                       |                     |                               |                          |              |                            |                                |  |
|        |                                |                                       |                     |                               |                          |              |                            |                                |  |
|        |                                |                                       |                     |                               |                          |              |                            |                                |  |

**7 . Confirms the availability of qualified experts in fields relevant to lead the proposed work**

*Please Put the Tick (✓) mark in box.*

Yes

No

**Signature of the authorized representative in all pages.**

**Note Below:**

- The ToR shared with this REOI is a draft Version, which may be changed at the time of issue of RFP.
- Please be mindful to mention the page no at the supporting documentation to be referred. Also Index the proposal and accordingly ensure the numbering of all pages with signature & seal.
- Consultant may associate with other Consultant in the form of a joint venture or a sub-consultancy to enhance their qualifications. The “Association” may take the form of a joint venture (with joint and several liability) or of a sub-consultancy, and this should be stated clearly in the submission

**Annexure -B**

**Declaration**

**Date:.....**

**To whom so ever it may be concern**

I/We hereby solemnly take oath that I/We am/are authorized signatory in the firms/Agency/Institute/ Company and hereby declare that "Our firms/ Agency/ Institute/Company/Organization do not face any sanction or any pending disciplinary action from any authority against our firms/ Agency/ Institute/ Company /Organization or partners." Further, it is also certified that our firms has not been blacklisted by any government or any other donor/partner organization/World Bank in past/present.

In case of any further changes which effect of this declaration at a later date; we would inform the society accordingly.

Authorized Signatory  
(with seal)

**Annexure-C****Check list for submission of documents**

| Sl No. | Description   | Yes/No | Remark, if any |
|--------|---|--------|----------------|
| 1.     | Document (s) to demonstrate that the C.A. firm is an Indian firm having independent legal existence, registered under the applicable Act. [Proof to be enclosed].   |        |                |
| 2.     | Proof that the Firm is empanelled with CAG.   |        |                |
| 3.     | Proof for an average annual turnover of Rs.30.00 Lakhs or more during last three financial years (2015-16, 2016-17 and 2017-18) Relevant documents viz, audited financial statements in support of satisfying the criteria should be submitted. |        |                |
| 4.     | Proof for the C.A. firm having atleast 10 years' experience   |        |                |
| 5.     | Experience of similar assignments in areas specific to the proposed assignment undertaken during last 5 years. [Proof to be enclosed].  |        |                |
| 6.     | Proof of the CA firm being Bihar Based and having office at Patna. [Proof to be enclosed].  |        |                |
| 7.     | Certificate that the firm has not been black listed {as per prescribed format : annexure-B}   |        |                |