



कर्मचारी भविष्य निधि संगठन

(श्रम एवं रोजगार मंत्रालय, भारत सरकार)

Employees' Provident Fund Organisation

(Ministry of Labour & Employment, Govt. of India)

क्षेत्रीय कार्यालय, देहरादून, Regional Office, Dehradun

भविष्य निधि भवन, व्योमप्रस्थ, जी०एम०एस० रोड, देहरादून-248001

Bhavishya Nidhi Bhawan, Vyomprastha, GMS Road, DEHRADUN – 248001

दूरभाष / Phone : 0135-2620101, 2720201, 2720203, फॅक्स / Fax - 0135-2620105; e-mail : ro.dehradun@epfindia.gov.in

NH- EPF/RO/DON/ Exemp./ CA Panel/ 51668

Date :- 09/12/2021

इच्छा की अभिव्यक्ति हेतु आमंत्रण सूचना

कर्मचारी भविष्य निधि संगठन (श्रम एवं रोजगार मंत्रालय, भारत सरकार) क्षेत्रीय कार्यालय, देहरादून, भविष्य निधि भवन, व्योमप्रस्थ, जी.एम.एस. रोड, देहरादून – 248001 (उत्तराखण्ड) छूटप्राप्त संस्थानों व ट्रस्ट के पुनः अंकेषण (ऑडिट) हेतु अकाउंटेंट फर्मों से इच्छा की अभिव्यक्ति हेतु आमंत्रित करता है।

कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, देहरादून से एवं वेबसाइट पर निविदा फ़र्म की उपलब्धता की तिथि	13.12.2021
निविदा जमा करने की अंतिम तिथि एवं समय	04.01.2022 समय सुबह 11:00 बजे
निविदा प्रस्ताव खोलने की तिथि एवं समय	04.01.2022 समय दोपहर 03:00 बजे
पत्राचार हेतु पता	श्री रवि किशोर, क्षेत्रीय भविष्य निधि आयुक्त -II कर्मचारी भविष्य निधि संगठन, क्षेत्रीय कार्यालय, देहरादून, भविष्य निधि भवन, व्योमप्रस्थ, जी.एम.एस. रोड, देहरादून – 248001 (उत्तराखण्ड)

सहायक भविष्य निधि आयुक्त

प्रतिलिपि:

- 1, क्षेत्रीय भविष्य निधि आयुक्त (एनडीसी) को सादर अनुरोध है कि उक्त बीड कर्मचारी भविष्य निधि संगठन की वेबसाइट पर अपलोड करने की कृपा करें।



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NOTICE INVITING EXPRESSION OF INTEREST

Employees Provident Fund Organisation (Ministry of Labour & Employment, Government Of India), Regional Office, Dehradun, Bhavishya Nidhi Bhawan Vyomprastha, GMS Road, Dehradun – 248001 (Uttarakhand) invite Expression of Interest for Empanelment of Chartered Accountant Firms for re-audit of Exempted Establishment and Trusts.

Date of availability of Tender Form on website and from the Employees Provident Fund Organisation, Regional Office, Dehradun.	13.12.2021
Last date of time for submission of tender	04.01.2022 (11:00 AM)
Time and date of opening of tender offers	04.01.2022 (03:00 PM)
Address for Communication	Shri Ravi Kishore, Regional PF Commissioner –II, Employees Provident Fund Organisation, Regional Office, Dehradun, Bhavishya Nidhi Bhawan Vyomprastha, GMS Road, Dehradun – 248001 (Uttarakhand)


Assistant P.F. Commissioner

Copy to:

Regional PF Commissioner (NDC) with the request to Kindly arrange for uploading the matter in the EPFO website.



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भविष्य निधि भवन, व्योमप्रस्था, जी०एम०एस० रोड, देहरादून-248001

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Expression of interest (EOI) for
Empanelment of Chartered Accountant Firms
Employees' Provident Fund Organization (EPFO)
for Regional Office, Dehradun

1. The Employees' Provident Fund Organization, India (EPFO) is an autonomous body under the aegis of the Ministry of Labor and Employment, Government of India. The main objective of the organization is to provide old-age social security to the subscribers as per the Provisions of EPF & MP Act, 1952 and the three schemes framed there under. For further information about EPFO, one may visit the website www.epfindia.gov.in.
2. EPFO, Regional Office, Dehradun, proposes to form a panel of Chartered Accountant Firms (05 CA firms) for initial period of three years for carrying out the third Party Audit/ Re-audit/ special audit of books of Accounts of the Exempted establishments and Accounts of Provident Fund Trusts of the Exempted establishment falling under the Jurisdiction of Regional office at Dehradun, as per the conditions specified in Appendix 'A' to Para 27 AA of EPF Scheme 1952 as and when required by the EPFO, Regional Office, Dehradun and to submit report in the Performa prescribed for the same, within the time specified as per the terms of reference.
3. Eligibility
 - i. Applicant firm should be in existence for at least 5 years
 - ii. Applicant firm should have at least 3 full time partners with at least 1 full time FCA.
 - iii. Applicant firm should be on the panel of C&AG.
 - iv. The partners must be member of ICAI and should have valid full-time certificate of practice issued by ICAI.
 - v. Applicant firm must have experience of auditing accounts/ handling tax matters of Govt. Organizations/ PSEs.
 - vi. Average annual turnover of the applicant firm for the last three years should be at least Rs 15 lakhs.
 - vii. Applicant firm or its partners should not have been held guilty of any professional misconduct under Chartered Accountants Act, 1949 (as amended) during past 5 years or penalized under any of the tax laws by ICAI or any other statutory body.

- viii. Applicant firm or its partners should not be facing any investigations or enquiry by any tax authority for violation of any of the tax laws.
- ix. The firm should have a functional office in Dehradun.

4. Selection Process:

- a) All the applications received up to the last date shall be scrutinized by a committee appointed by the competent authority to decide the eligible firms. Once a firm is declared as eligible, then top 05 firms will be selected on the basis of points scored on different criteria points system as follows:

Point System

<u>Eligibility</u>	<u>Point</u>
(i) Experience of Firm	- 0.5 point for every calendar year from 05 years onwards- max. 15 points.
(ii) Full time FCA partner	- 5 points for first partner and 2.5 points From 2 nd partner onwards
(iii) Full time ACA partner	- 3-points each for first 3 partners and 1.5 Points each for 4 th partner onwards.
(iv) Full time CA employees	- 1 point for every CA- Maximum 20 points
(v) Turnover	- 1 point for each lakh above 15 lakhs
(b) EPFO, in case of any exigency/necessity can add new firms in the panel.	
(c) The firm should agree to accept the Auditing Fees not more than the rates prescribed by the ICAI for auditing the accounts of the Exempted Provident Fund Trusts and such expenses so incurred shall be payable directly by the employer of such exempted establishment as per condition No. 24(a) of Appendix A to Para 27AA of EPF Scheme, 1952.	
(d) The empanelment does not confer any right, whatsoever, to the empaneled Chartered Accountant Firms to claim any monetary fees for empanelment or to claim for any audit assignment mandatorily.	
(e) The empanelment shall be for a period of 3 (three) years from the date of issue of intimation letter of such empanelment which is extendable further on mutually agreed terms subject to approval from competent authority.	
(f) Regional Provident Fund Commissioner/OIC, Regional Office, Dehradun may cancel the empanelment of any Chartered Accountant Firm(s), if any terms and conditions of empanelment is found violated.	

5. Scope of Work

To carry out the third Party Audit/ Re-audit/ special audit of books of Accounts of the Exempted establishments and Accounts of Provident Fund Trusts of the Exempted establishment as per the conditions specified in Appendix 'A' to Para 27 AA of EPF Scheme 1952, as and when required by the EPFO, Regional Office, Dehradun and to submit report in the Performa prescribed for the same, within the time specified as per the terms of reference.

6. Application form;

Interested parties may apply in the application format enclosed as Annexure 'A' along with the undertaking in the format as below:

I, _____, the Managing Partner/s of M/s _____ Chartered Accountants do hereby verify, declare and undertake.

- a) That the particulars given above are complete and correct and that if any of the statements made or the information so furnished in the application form is later found not correct or false or there has been suppression of material information, the Firm would stand disqualified from empanelment/allotment of work and might be liable for disciplinary action under the Chartered Accountants Act, 1949 and the regulations framed there under.
- b) Applicant firm or its partners have not been held guilty of any professional misconduct under Chartered Accounts Act, 1949 (as amended) during past five years or penalized under any of the tax laws by ICAI or any other statutory body.
- c) Applicant firm or its partners are not facing any investigation or enquiry by any tax authority for violation of any of the tax laws.
- d) That I and other partners are in full time practice of chartered accountants.

Name and signature of the Managing partner of the firm with seal

7. EOI should be superscripted as "Confidential" - EOI for Empanelment of Chartered Accountant Firms"

To be submitted in a sealed envelope and addressed to:

SHRI RAVI KISHORE
REGIONAL PROVIDENT FUND COMMISSIONER- II
EMPLOYEES PROVIDENT FUND ORGANISATION
REGIONAL OFFICE, DEHRADUN
BHAVISHYA NIDHI BHAWAN, VYOMPRASTHA,
GMS ROAD, DEHRADUN – 248001.

8. Last date for submission of EOI is 04th January, 2021. The EOI will be opened on 04th January, 2021, and the firm selected will be intimated after being empaneled.



Annexure 'A'

Application for empanelment of Chartered Accountants Firms for Employees' Provident Fund Organization.

S.NO	PARTICULARS	REMARKS									
1.	Name of the chartered Accountants Firm										
2.	Registration no. (ICAI) of the Firm										
3.	Date of constitution of the firm and constitution certificate of the firm issued by the ICAI	Copy to be enclosed									
4.	Proof of empanelment of C & AG										
5.	Name of the Partners and certificate of practice with status (FCA & ACA)										
6.	Membership no. of the partners and certificate of practice	Copy to be enclosed									
7.	Complete full address of the Head Office and the Branch with telephone/mobile/ fax with Email address										
8.	Income Tax PAN of the Firm	Copy to be enclosed									
9.	No of full-time professionals with the Firm <table border="1" style="margin-left: 40px;"> <tr> <td>a</td> <td>Full time FCA partners</td> <td></td> </tr> <tr> <td>b</td> <td>Full time ACA partners</td> <td></td> </tr> <tr> <td>c.</td> <td>Full time CA partners</td> <td></td> </tr> </table>	a	Full time FCA partners		b	Full time ACA partners		c.	Full time CA partners		
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b	Full time ACA partners										
c.	Full time CA partners										
10	Whether there are any Court/ Arbitration or any other Legal case/ proceedings pending against the Firm/Partners.										
11.	Average Annual turnover of the firm for last 3 years										
12.	Proof of payment of membership fee and certificate of practice from ICAI for the year 2021-22	Copy to be enclosed									
13.	Indicate the Audit work experience in the following Sectors: <table border="1" style="margin-left: 40px;"> <tr> <td>a.</td> <td>PSU</td> </tr> <tr> <td>b.</td> <td>Government (Central/State)</td> </tr> <tr> <td>c.</td> <td>Private</td> </tr> </table>	a.	PSU	b.	Government (Central/State)	c.	Private				
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