



दादरा नगर हवेली ऊर्जा वितरण निगम लिमिटेड

(सरकार का उपक्रम)

DNH POWER DISTRIBUTION CORPORATION LTD.

(A GOVERNMENT UNDERTAKING)

CIN : U40100DN2012GOI000405

No. DNHPDCL/111/2014 ²⁴¹³

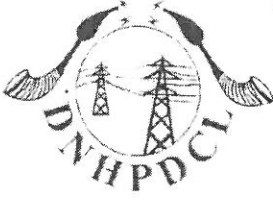
Date: 18/07/2014.

Sub. :- Application invited for appointment of Internal Auditor.

Applications are invited from eligible Chartered Accountant based at Silvassa, Daman, Vapi, Valsad and other nearby areas for the appointment of Internal Auditor in DNHPDCL for a period of one year, further extendable as per para 5 below.

2. The qualification / eligibility are as under :-

- a) The firm should be having minimum 5 years experience in Auditing of manufacturing and trading limited companies having turnover of ₹.80-100 crores. Preference will be given if they have previous experience of Internal Audit in Government Companies.
- b) The firm must be located at Silvassa, Vapi, Daman, Valsad or nearby areas.
- c) The firm should depute senior and qualified staffs as Audit Supervisor.
- d) The firm should be able to represent and guide in Income tax matters and able to handle / represent before ACIT, CIT and before Income Tax Appellate Tribunal.
- e) The firm should also represent and guide for the matter related to Service Tax and Value Add Tax (VAT) before Customs and VAT Authorities.
- f) The firm should be able to guide on all Taxation matter and Tax planning and other consultation work.
- g) The firm should be able to guide the Corporation on the latest changes and rules position as per Income Tax, Service Tax, VAT and other related laws applicable to the Corporation.



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3. The scope, periodicity, methodology etc. of the selected Internal Auditor shall be formulated in terms of Rule 13(2) of Companies (Accounts) Rules, 2014.
4. The offers should be submitted in *two part bidding system* in the attached proformas. Technical bids and commercial bids should be in separate sealed covers superscribing "Technical Bids for appointment of Internal Auditor for the financial year 2014-15" and "Commercial bid for appointment of Internal Auditor for the year 2014-15" respectively. Both the covers should then be placed in a large sealed cover superscribing "Application for appointment of Internal Auditor in DNHPDCL".
5. The appointment may be extended for further period of two years on mutual consent at the discretion of the Corporation.
6. The offers in the above prescribed manner alongwith EMD of ₹ 5000/- in the form of Demand Draft, Bankers Cheque etc. payable at Silvassa in favour of DNH Power Distribution Corporation Ltd., should reach the undersigned on or before 06.08.2014. Offers received after this date will not be entertained.
7. The right to accept or reject any offer without assigning any reasons reserved with the Corporation.

General Manager (Fin& HR)

(In the letter head of CA firm)

Proforma-I

Proforma for submission of Technical offer for appointment as Internal Auditor, DNH Power Distribution Corporation Ltd, Silvassa for the financial year 2014-15:-

Sr. No.	Particulars	Details
1	Name of the Firm	
2	Reg. no & Date of Reg.	
3	Reg. Address	
4	Phone No.	
5	Name of Partners with Membership No.	
6	Details of Paid CA employees with Membership No	
7	Details of total staff strength	
8	Details of Internal Audit, Statutory Audit & Tax Audit done during last five years	
9	Branch office details	

(Signature of Authorised Signatory of the Chartered Accountants Firm with seal/stamp)

Date:

Place:

Note: 1. Copies of Certificate/documents in support Sr. No. 2 & 8 should be attached.
2. EMD for ₹. 5000/- (₹. Five Thousand only) should be attached with this proforma.

(In the letter head of CA firm)

Proforma-II

Proforma for submission of Commercial offer

Rate offered for Internal Audit for year 2014-15 including all taxes & duties for DNH Power Distribution Corporation Ltd, Silvassa.	₹. (In figures) (₹.) (In words)
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The rate offered shall be for carrying out all functions, scope, periodicity, methodology, reporting etc. formulated by DNHPDCL in terms of the provisions of the Companies Act, 2013 read with Rule 13 (2) of Companies (Accounts) Rules, 2014..

(Signature of Authorized Signatory
of the Chartered Accountants Firm
with seal / stamp)

Date:

Place: