

## Pre-Bid Meeting/ Query Reply/Corrigendum

Name of Work- For Empanelment of Chartered Accountants for :-

**1. Concurrent Audit of Hospital Supply System at AIIMS Patna.**

**2. Completion and finalization of various accounts and Internal Audit of the Institute**

Tender No: **AIIMSP/2020-21/Admin/CA/24307**

Name of Organization submitting request: **K R A & CO. (Chartered Accountants)**

S. No	Bidding Document Reference (Clause/page)	Content of Tender requiring clarification	Points of Clarification required	Comments/ Corrigendum
1.	Page no 4, point no x,	Signed and scanned copy of performance certificate showing that at least 5 Audit assignment of Internal / Statutory Audit of Corporates /PSU entities / Govt funded Hospitals (Except Bank Branch audit) with minimum of 600 beds in last 5 years reckoned backward from the last date of the tender.	Kindly consider the copy of the work order and notarised affidavit for self-declaration of successfully completed assignments. Generally, no such performance certificates are being received by us any government organisation.	<b>No Change</b>
2.	Page no 4, point no xiii,	Signed and scanned copy showing that the Firm has been in operation for last 10 years after its registration.	Kindly confirm that the date of establishment as per ICAI constitution certificate shall be considered for the same.	<b>Signed and scanned copy of the date of establishment as per ICAI constitution certificate can also be used</b>
3.	Page no 4, point no xiv	Signed and scanned copy of User List where Audit has been done in the last 5 years.	Kindly confirm if same is the list of clients being served in the last 5 years.	<b>No Change</b>
4.	Page no 4, point no xv	Signed & scanned copy of Certificate of experience (Annexure - VIII). As per Annexure VIII, certificate of payment is required, kindly note that no such certificates are being generally provided to CA Firms for their work as performed	Hence, requested to consider the copy of the work order and notarised affidavit for self-declaration of successfully completed assignments.	<b>Signed &amp; scanned copy of Certificate of experience as per Annexure -VIII. (*Attach Certificate of payments in Annexure VIII -Deleted)</b>
5.	Page no 4, point no xv (a)	The Firm should have at least two work order of handling accounting and financial management services of 600 bedded hospital substantially funded by government in last 5 years.	Also requested to consider financial management services/ audit for health sector/ societies/ organisations related to the health in addition to the specific 600 bedded hospitals.	The Firm should have at least two work order of handling accounting and financial management services which can also be of <b>health sector/ societies/ organisations related to the health</b> of 600 bedded hospital substantially funded by government in last 5 years.

6.	Page no 4, point no xv(c),	The firm should possess professional experiences of maintaining computerised financial accounts on TALLY software or any Govt. approved software of 600 bedded hospital substantially funded by government in last 5 years.	Tally software experience for health sector also to be considered other than specific hospitals.	<b>No Change</b>
7.	Page no 4, point no xvii	Having experience in Internal audit of purchase and sale drugs and consumables, reagents/ or any fast moving stores with a minimum sales turn over at least INR 1 crores per annum in any one years of the three financial years reckoned backwards on 2019-20.	The limit condition is too specific and requested to be forgiven.	<b>No Change</b>
8.	Page no 4, point no xviii,	Generation of income tax TDS certificate in form 16 with a minimum one thousand employees in any of the out of the three financial years reckoned backwards on 2019-20.	The limit condition is too specific and requested to be forgiven.	<b>Generation of income tax TDS certificate in form 16 with a minimum 500 employees in any out of the three financial years reckoned backwards on 2019-20.</b>
9.	Page no 4,	Technical proposal -A technical document giving details of the methodology, manpower, their qualification, supervision and reporting regarding discharge of work to be submitted.	Requested to provide marking on the criteria xxvi, "methodology, manpower, their qualification, supervision and reporting regarding discharge of work to be submitted."	<b>No Change</b>
10.	Page no 16, point no x,	Copy of Statements of turnover per year for last three successive years duly certified by the Chartered Accountants. (Minimum Annual Turnover must be Rs. 75 lakh in each of 3 years reckoned backwards up to 31st March 2020) as per Annexure – II.	Kindly confirm that self-certification by partner of the CA Firm shall be adequate for the copy of audited financial statements as submitted.	<b>No Change</b>
11.			Kindly confirm us the specific team requirement along with count and qualification as needed for the proposed tender.	<b>Since it is a tender for work with well-defined deliverables, hence no details of team is given.</b>

12.	Page no 30,	Technical marking	Kindly clarify as marking criteria on experience part, point no 5 of evaluation matrix seeks only “ No. of Audit Assignment of Internal / Statutory Audit of Corporation / PSU entities in last 5 (five) years (except bank) Up to 10 Assignments 10 Marks 1 (One) point each for every, Assignment, exceeding 10 Assignments.” The above experience criteria related to specific to the hospitals is being forgiven.	No. of Audit Assignment of Internal / Statutory Audit of Corporation / PSU entities/ <b>health sector/ societies/ organisations related to the health</b> in last 5 (five) years (except bank) Up to 10 Assignments 10 Marks 1 (One) point each for every, Assignment, exceeding 10 Assignments.”
13.	Annexure IX	Bank Guarantee	Kindly confirm that the Bank Guarantee form in Annexure IX, is to be given only after final selection and not at the time of tender documents. And also pls confirm is same requirement is exempt for firms registered under MSME Act	<b>Yes, after final selection.</b>  <b>Yes</b>
14.	annexure 1,	tender acceptance form	In annexure 1, tender acceptance form, photograph of bidder is required, kindly confirm as we as a chartered accountant firm will apply for the same, so can not provide any one individual photograph.	<b>As per tender page no. 10, Clause No. IX , (Name and address of the person legally authorised to sign the agreement in case of partnership firm / company / society.)</b>
15.	annexure XIV,	Integrity Pact	Kindly confirm the applicability of annexure XIV, as agreement on behalf of AIIMS is also to be signed and confirm is same is required at the tender bid stage	<b>Yes</b>
16.		Bid extension	Since this is by online submission mode and many technical requirements are to be met, it is requested to extend the last date of submission by at least 15 days.	<b>Bid submission end date extended for 14 days.</b>