



Anandadhara State Office

West Bengal State Rural Livelihoods Mission (WBSRLM)
(A Society under the Panchayats & Rural DevmtDept, Govt of West Bengal)

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REQUEST FOR EXPRESSION OF INTEREST (ACCOUNTANCY SERVICES – FIRMS SELECTION)

INDIA

WEST BENGAL STATE RURAL LIVELIHOODS MISSION (WBSRLM)

NATIONAL RURAL LIVELIHOODS PROJECT (NRLP)

Loan No./Credit No./Grant No.: 4978 IN

Assignment title: Statutory Auditors for WBSRLM

Reference No.411-WBSRLM/ACCT/3A-40/2014

Date:03/07/2014

1. The Government of India launched the National Rural Livelihoods Mission (NRLM) under the Ministry of Rural Development on 3rd June 2011. The Mission aims at creating efficient and effective institutional platforms of the rural poor enabling them to increase their household income through sustainable livelihood enhancements and improved access to financial and public services.
2. The Government of India has availed a credit from International Development Association (IDA) towards the National Rural Livelihoods Project which aims to support the National Rural Livelihoods Mission under the Ministry of Rural Development, Government of India, and intends to apply part of the loan proceeds to make payments under the contract for the following services:

The Accountancy Services (Statutory Auditors for WBSRLM) include the following:

3. A State Mission Management Unit under the West Bengal State Rural Livelihoods Mission (WBSRLM) has been constituted as a dedicated support structure to deliver the mission, known as 'Anandadhara' in the State. The WBSRLM aims to build a team of high quality dedicated professionals for providing technical assistance to its state and district units in various thematic areas such as human resource management, rural livelihoods, social inclusion, financial inclusion etc.
4. The WBSRLM intends to appoint Statutory Auditors to undertake audit of the accounts of WBSRLM initially for a period of 1 year, extendable annually subject to mutual agreement for a maximum of 2 extensions only.
5. **Invitation**
The West Bengal State Rural Livelihoods Mission (WBSRLM) now invites eligible accountancy firms ("Accountants") to indicate their interest in providing the Services. Interested Firms should provide information demonstrating that they have the required qualifications and relevant experience to perform the Services.
6. **Criteria for short listing:** Firms fulfilling the following conditions may apply:-

- a. Criterion 1: The applicant audit firm is **empanelled with the C&AG¹** in the panel of audit firms eligible for major audits – *Refer to [Attachments VA and VB](#) for the list of major auditors for FY2012-13 as empanelled by C&AG Office.*
- b. Criterion 2:
 - i. The applicant firm is **Independent of the entity** to be audited.
 - ii. The audit firm is not the incumbent Internal Auditor of the project or the implementing agencies.
 - iii. No partner of the audit firm or any qualified employee of the firm is related to any member of the Governing Body/Executive Committee/Board of Directors or the Project Director/Managing Director/any Director or any of the senior management (as applicable) of the implementing agencies. Relative would mean husband, wife, brother, or sister or any lineal ascendant or descendant.
 - iv. Neither the firm nor its Partners or Associates have any interest in the business of the implementing agencies.
 - v. From the time of appointment and for one year after (to be counted from the date of issue of final audit report) the Firm ceases to be Auditor, no other assignment of any kind to the implementing agency/project (including consultancy) will be accepted, either by the firm or by its partners or relatives of partners of the firm or by its associates.
 - vi. The audit will not be done by a person who was either an employee in the project or a partner/employee of the retiring auditor, unless such person is employed with the firm for at least one year.
- c. Criterion 3:
 - i. The bidder has never demeaned the Govt (Central/State) or its entities &/or has never cast aspersions &/or entered into any kind of litigation with any Govt body or Govt entity.
 - ii. The audit firm is not one against which disciplinary orders have been issued by the Public Companies Accounting Oversight Board and these orders are in force.
 - iii. Also, any partner/senior manager of the audit firm is not associated with the audit in any manner if he/she –
 1. has been found guilty of professional/other misconduct by the Institute of Chartered Accountants of India under the First or Second Schedule of the Chartered Accountants Act, 1949; or
 2. is one against whom disciplinary sanction orders have been passed by the Public Companies Accounting Oversight Board.
 - iv. A declaration should be submitted by the auditors/audit firms that:
 1. None of the disqualification under section 226 of the Companies Act, 1956 applies to the bidder
 2. There are no adverse remarks/disciplinary proceedings pending/initiated against the firm/any of its partners/proprietor on the records of ICAI, which would make them ineligible for appointment as auditors.
 3. In addition to the requirements of Section 226 (3)(d) of the Companies Act 1956, in regard to indebtedness, the spouse, dependent children and wholly or mainly dependant parents, brothers, sisters or any of the them, of any of the

partners/proprietors of the firm or the firm/company in which they are partners/directors are not indebted to the bank.

4. None of the partners/proprietor of the audit firm or their spouse, dependent children and wholly or mainly dependent parents, brothers, sisters or any of them, of any of the partners/proprietors of the firm or the firm/company in which they are partners/directors have been declared as willful defaulters by any bank/financial institution/ Govt/Govt body.

d. Criterion 4

i. The Bidder must be:

1. A registered firm under the relevant Statute.
2. Must have been in existence for the last 10 years.
3. Must have conducted at least 3 audit(s) of Govt (Central/State) Body or its Entities in the past 3 yrs.
4. Must have done at least one audit of any entity having net worth of at least Rs 50 Crores.
5. Must have at least 30 people on its payroll who must be chartered accountants.
6. The audit must be carried out by the firm's own staff and they should not subcontract work in any manner whatsoever. A suitable undertaking shall be submitted by the audit firm to that effect.
7. Must be conversant with World Bank Procurement Guidelines by conducting audit of project financed by the World Bank

7. In support of meeting the Minimum Criteria, the bidder must submit documentation as specified below:

- a. A self-attested copy of the latest empanelment intimation letter issued by the CAG containing the Unique Identification Number and the score. The audit firm confirms that it is included in the panel for large audits (the panel is posted on the CAG website);
- b. An affidavit on a non-judicial stamp paper from the bidder to the effect that no partner of the bidder has been found guilty of professional/other misconduct by the Institute of Chartered Accountants of India under the First or Second Schedule of the Chartered Accountants Act, 1949 or is one against whom disciplinary sanction orders have been passed by the Public Companies Accounting Oversight Board. In case the bidder has such partners, the bidder will provide details of such partners and certify that they will not be associated with the audit in any manner;
- c. A declaration signed by an authorized partner of the bidder verifying that the applicant is independent of the entity to be audited that they have no relationship with the entity to be audited (in particular, the auditor should not be employed by, serve as director for, or have any financial or close business relationship with the entity during the period(s) covered by the audit or immediately thereafter for a period of two years);
- d. A self-attested copy of the latest firm constitution certificate issued by the ICAI (*this certificate shall also act as evidence for verifying the Date of Constitution of the firm*). This certificate should not be older than 30 days as on the date of the EoI.

- e. A Self certified statement giving the date of establishment of the branch and name of Partner/CA qualified employee in-charge of the firm;
 - f. A declaration signed by an authorized partner of the bidder in compliance of Criterion 3 (i) & (ii).
 - g. Documentation in support of Criterion 4.
8. The attention of interested Accountants 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 "Consultants Selection Guidelines of the World Bank dated January 2011" ("Consultant Guidelines"), setting forth the World Bank's policy on conflict of interest. The Guidelines are available at www.worldbank.org/procure.
9. An Agency will be selected in accordance with the Quality and Cost Based Selection (QCBS) method set out in the Consultant Guidelines.
10. Further information can be obtained at the address below during office hours i.e. 10.00 to 17.30 hours.
11. Expressions of Interest must be delivered in a written form to the address below by 15 July, 2014 before 15-00 hours. Any submission to a faulty address or addressee would make the bid/EOI liable for rejection.
12. Decision of the undersigned would be final in any or all of the matters related to this bid.
13. The bidder agrees with all the clauses of this EoI and agrees neither to contest nor to challenge any of the same.
14. All bids must be sent to the undersigned in sealed cover with all the relevant documents. The documents attached as evidence must be self evident and in case of ambiguity the said document would be interpreted by the undersigned as deemed fit or rejected completely.

Sd/-

ABHINAV CHANDRA, IAS

State Mission Director & Chief Executive Officer

Address:

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