


## Notice Inviting Expression of Interest

### EOI Notice

	<b>SURAT SITILINK LIMITED(SSL)</b> Room No.95, SMC Main Office, Muglisara, Surat - 395 001. <b>Notice Inviting EOI for</b> <b>"Hiring Service of Statutory Auditors for Surat Sitilink Ltd. "</b> <b>[SSL-EOI-02-2017-18]</b>
<p>This EOI Document is being published by the Surat Sitilink Ltd. for <b>Hiring Service of Statutory Auditors for the Financial year 2018-19.</b></p> <p>Bidders are advised to study this EOI Documents carefully before submitting their proposals in response to the EOI Notice. Submission of a proposal in response to this notice shall be deemed to have been done after careful study and examination of this document with full understanding of its terms, conditions and implications. This EOI Document is not transferable. Bidders must quote their bid for each service in separately also paid EOI fees for each type of services.</p>	
<b>EOI Fee (Non-refundable)</b>	INR 1,120 (One thousand One hundred twenty only) (Including GST) by Demand Draft or Banker's Cheque in favour of <b>M/s Surat Sitilink Ltd.</b>
<b>Online Queries</b>	Bidders shall have to post queries by email to <a href="mailto:suratsitilink@gmail.com">suratsitilink@gmail.com</a> on or before <b>17/02/2018, 16:00 hrs.</b>
<b>Last date(deadline) for EOI Submission</b>	Complete EOI in sealed envelope with relevant details may be submitted strictly through Speed Post or RPAD only so as to reach by <b>23/02/2018 up to 18:00 hrs</b> at following address: Chief Accountant Shri, Surat Municipal Corporation, Muglisara Surat - 395003, Gujarat.
<b>Website to download EOI</b>	<a href="https://www.suratmunicipal.gov.in/">https://www.suratmunicipal.gov.in/</a>
<p>The right to accept/reject any or all bid(s) received is reserved without assigning any reason thereof.</p> <p style="text-align: right;">-S/d-          Dy. Commissioner (D.) &amp;          Managing Director          Surat Sitilink Ltd.</p>	

# **1. Introduction and Background**

## **About Surat Municipal Corporation**

The Surat Municipal Corporation (SMC) has responded to the challenges of fastest population growth and high speed economic development by adopting the best urban management practices. The administration of SMC with the help of the people and elected members of the city has transformed Surat to one of the cleanest cities of India. SMC has taken all necessary steps to make the city a better place to live all amenities. SMC has taken up many path breaking initiatives and these efforts have been acknowledged at national and international level.

## **About Surat Sitilink Ltd. (SSL)**

Surat Municipal Corporation has formed a separate Special Purpose Vehicle (SPV) as Surat Sitilink Ltd. (SSL) for the implementation of projects for public transportation for the city of Surat and their citizens. This SPV shall carry end to end responsibility for bus operations.

**Expression of Interest**  
**For**  
**" Hiring Service of CA Firm**  
**as Statutory Auditors for the**  
**Financial Year 2018-19 for**  
**Surat Sitilink Limited."**

**EOI Notification No.: SSL-EOI-02-2017-18**

**Issued by**  
**SURAT SITILINK LTD. (SSL)**

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## COVER- 1

### 2. Technical Eligibility

Sr. No.	Criteria	Compliance (strike off which is not necessary)
1	The applications will be considered from Chartered Accountancy partnership firms or LLPs ("the Firm") having experience of more than 5 years.	
2	The experience should include experience in undertaking pre-audit/ internal audit/ statutory audit of Public Sector Company / Govt. Company / local authority / externally Aided projects/ Social Sector Projects (Excluding the audit of Charitable Institutions and NGOs).	Yes / No (If yes, provide evidences supporting appointment in Envelope 1)
3	The Firm should not be a Branch or Collaborated firm, while at least 2 partners should be continuously partners of the Firm since last 5 years.	Yes / No (If yes, evidence in this regard should be provided in Envelope 1)
4	The Audit firm shall not sub-contract the Audit assignment.	Agreed / Not agreed (undertaking in this regard to be provided in Envelope 1)
5	The Firm or any of the partners of the firm should not have any disciplinary matters pending with ICAI/RBI/ CBI or any form and they should not have suffered any disqualification.	Whether disciplinary action initiated? Yes / No Whether any of the partners / firm is disqualified Yes / No (undertaking in this regard to be provided in Envelope 1)
6	The firm should not be banned or blacklisted or temporarily forbidden from applying for tenders for any type of audit by PSU/ local authority / Govt. Company.	Whether Firm or associate is banned or blacklisted or temporarily forbidden from applying for tenders for any type of audit by PSU/ local authority / Govt. Company? Yes / No (undertaking in this regard to be provided in Envelope 1)
7	The Turnover of the Firm for last 3 years should be exceeding 1.50 Crore in each year, as also total taxable income above Rs. 0.75 Crore in each year as per the Income-tax return.	Yes / No (If yes, please provide audit report and Tax- return filed of last 5 years in Envelope 1)
8	The partners should include a minimum of 2 FCA exclusively associated with the firm as per firm's standing as on 1st January 2017.	Yes / No (If yes, please provide evidence to support in Envelope 1)
9	The Chartered Accountant firm	Agreed / not agreed

	has to ensure that qualified CA and Technical Staff are deputed for audit work.	(undertaking in this regard to be provided in Envelope 1)
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We state that the above information is true based on our records, as well as “Cover 1” that gives details of evidence to support

For

Chartered Accountants

Partner (Name)

Membership No. \_\_\_\_\_

### 3. Scope of work

1. Statutory Audit under the Companies Act, 2013.
2. Tax Audit of the Company under section 44AB of the Income Tax Act, 1961
3. Compliance under IND-AS which have become applicable from 01.04.2017, and help in ensuring compliance to the company.
4. Assisting in drawing following statements annually for the company:
  - a. Statement of financial position
  - b. Statement of income and expenditure account
  - c. Statement of changes in equity
  - d. Statement of other comprehensive income
  - e. Statement of Cash flow.
5. Consultation for the accounting system and internal controls.
6. The CA Firm have also certify **Utility Certificate** as and when required by government authorities, SMC or any other agencies.
7. GST Compliance
  - a. Filing GST Forms and returns
  - b. Consulting in GST matters from time to time
  - c. Assistance in GST system mapping

**We agree to the above scope of work and comprehensive financial bid in form of proposed Fees stated in Cover 2.**

**For**

**Chartered Accountants**

**Partner (Name) Membership no. \_\_\_\_\_**

## COVER-2

### 4. FINANCIAL BID

**Note-The Minimum fees for this Tender is Rs 2.50 Lacs .**

Scope of Work	Total Amount (in INR)	
1. Statutory Audit under the Companies Act, 2013. 2. Tax Audit of the Company under section 44AB of the Income Tax Act, 1961 3. Providing assistance to the Company to achieve compliance under IND-AS. 4. Verification of following statements annually for the company : a. Statement of financial position b. Statement of income and expenditure account c. Statement of changes in equity d. Statement of other comprehensive income e. Statement of Cash flow. 5. Verification of the accounting system and internal controls. 6. The CA firm shall also certify Utility <b>Certificate</b> as and when required by government authorities, SMC or any other agencies. 7. GST Compliance a. Filing GST Forms and returns b. Consulting in GST matters from time to time c. Assistance in GST system mapping	<b>(Comprehensive quote for Scope of work agreed upon shall be stated, which shall be inclusive of out of pocket / incidental expenses. GST should be mentioned separately. )</b>	
	<b>Professional Fees for agreed scope of work</b>	Amt in INR  Rupees in Words
	<b>Applicable GST</b>	Amt in INR  Rupees in Words
	<b>Total</b>	Amt in INR  Rupees in Words