



**IFCI Infrastructure Development Limited (IIDL)
(100% SUBSIDIARY OF IFCI LIMITED, A GOVT. OF INDIA UNDERTAKING)**

6th Floor IFCI Tower, 61 Nehru Place New Delhi-
110019 Phone: +91-11-41732000 Fax: +91-11-
26487059 WEBSITE: www.iidlindia.com
CIN: U45400DL2007GOI169232

IIDL/F&A/2019-20/Internal Audit

Dated: 06/09/2019

Expression of Interest (EOI)

Sub: Expression of Interest for the Appointment of outside agency as Internal auditor for IIDL

IFCI Infrastructure Development Ltd. ("IIDL"), is a 100% owned subsidiary of IFCI Ltd. (Formerly known as Industrial Finance Corporation of India), a Government of India Undertaking set up as the first Development Financial Institution of the country established under the Act of Parliament in 1948. IIDL is one amongst the few institutional players in the Infrastructure & Real Estate sector. IIDL since its inception has developed projects all over India focusing on construction that is driven by the overall infrastructure development of the area.

IIDL intends to appoint internal auditor initially for a year to be extended for another one year on satisfactory services for its operations excluding FRASER Suites, New Delhi as per scope of work given in Annexure- I. Interested firms should provide necessary details in attached format with their Technical and financial bids based on which IIDL will shortlist internal auditors.

IIDL reserves the right to accept or reject any proposal without assigning any reasons or explanation.

Please note that the EOI process can be cancelled by IIDL on its discretion.

Last date of submission of EOI is by 20/09/2019 till 2.00 PM at the address mentioned below:

**Managing Director
IFCI Infrastructure Development Ltd. (IIDL)
6th Floor IFCI Tower, 61 Nehru Place
New Delhi-110019**

Any EOI received after due date will be summarily rejected. IIDL shall not be responsible for the late delivery of the EOI resulting in rejection.

Eligibility/Evaluation Criteria

Minimum Eligibility Criteria:

The Firm of Chartered Accountants/Cost Accountants should inter alia satisfy that:

- The Firm should be based in Delhi/NCR.
- No. of years of firm existence should be more than 10 years with reasonable public image.
- Experience of internal audit in real estate for at least for 2 years.
- Having minimum 4 full time Chartered Accountants including 3 partners exclusively associated with the firm for at least 3 years.
- Having minimum 8 professional experienced staff consisting audit and article assistants with knowledge of book-keeping and accountancy and engaged in on-site audits.
- Firm having CISA/DISA qualified partner(s)/qualified staff is preferred.
- Internal Audit has to be completed within 30 days from the end of each quarter.
- Firm should not be (current) Statutory Auditors of the IIDL and should not have been Statutory Auditors of the Company for the past 2 years.
- Firm or any partner of the firm should not be banned/blacklisted by any Government Organization, PSU, CAG and RBI in respect of any job/assignment/behaviour.
- Should not have adverse comments on their performance from the Management / Audit Committee of IIDL for any past assignment.

GENERAL CONDITIONS:

1. The Applicant should be a firm duly incorporated/registered in India under the relevant law. (A Partnership Deed and any other relevant document shall be submitted).
2. The Applicant should have a valid GST registration certificates.
3. To preserve independence, the Company is having cooling off period of one year in respect of the internal audit of the company for those who had previous assignment of internal audit with the company.
4. The Contract will be initial for a period of one year and could be extended by one more year after satisfactory performance of the auditor.

Other Conditions for Application:

1. The Applicant shall bear all costs associated with the preparation and submission of its response to this EOI. IIDL will in no case be responsible for these costs, regardless of the conduct or outcome of the EOI process.
2. The EOI document duly completed, numbered and signed by the authorized signatory should be submitted in a sealed cover subscribing **"Expression of Interest for the Appointment of Internal Auditor for IIDL"** to **"The Managing Director, IFCI Infrastructure Development Limited (IIDL), 6th Floor, IFCI Tower, 61, Nehru Place, New Delhi-110019"** or dropped in the drop box marked as **"IIDL" located at Ground Floor, IFCI Tower, 61, Nehru Place, New Delhi- 110019 on or before the last date mentioned in this document.**
3. The application shall be submitted only as per the enclosed format (s) along with Annexure(s), Self-attested documentary proof(s) in respect of the details furnished in the application form. Incomplete applications will be summarily rejected.
4. The application shall be signed by the authorized person (s) of the Consultant/Firm. All pages of the documents shall be signed / stamped.
5. Proper due diligence should be exercised before providing information against the EOI. Only relevant and precise information should be provided.
6. At any time prior to the last date for receipt of offers, IIDL may for any reason, whether at its own initiative or in response to a clarification requested by a prospective Applicant, modify the EOI document and all formats including annexure by issuing clarification(s) and/or amendment(s). Any corrigendum would be saved in this regard in the website of IIDL or CPP portal and prospective bidders may please keep themselves updated. In order to provide prospective Applicants reasonable time to take the amendment into account in preparing their offers, IIDL may, at its sole discretion, extend the last date for receipt of offers and/or make other changes in the requirements set out in the invitation for EOI. While this EOI has been prepared in good faith, neither IIDL nor its employees make any representation or warranty, express or implied, or accept any responsibility or liability, whatsoever, in respect of any statements or omissions herein, or the accuracy, completeness or reliability of information, and shall incur no liability under any law, statute, rules or regulations as to the accuracy, reliability or completeness of this EOI, even if any loss or damage is caused by any act or omission on their part. Applicants who are willing to work with IIDL may kindly send their EOI in line with the aforesaid requirements.
7. The Last date for submission of EOI is 20th September -2019 till 2.00 PM. The date and time of opening of EOI is 20th September 19 at 4.00pm on IIDL office, IFCI Tower, 61, Nehru Place, New Delhi.
8. Submission of Application shall not automatically constitute qualification for evaluation. IIDL reserves the right to reject any or all Application, or to annul the selection process and reject all the Application, without thereby incurring any Liability to the affected applicants, nor does it have any obligation to inform the Applicants the grounds for such action.

Sd/-
Authorized Signatory

Form A:-Form to be filled up for Empanelment/Appointment of Internal Auditor

Sl. No.	Particulars	Supporting Documents required to be submitted along with this form
1	Name of the Firm	
2	Address of the Firm with Tel no. Mobile No., Fax. No., email address.	
	Head Office	
	Date of establishment of the firm	
	Branch Office	Phone No.
	1	Fax No.
	2	Mobile of each Branch Office In-charge:
	(particulars of each branch to be given)	email ID
3	Firm Income Tax PAN No. (Attach Copy of PAN Card)	
4	Firm's GST Registration No. (Attach Copy of Registration)	
5	Firm's Registration No. (Attach Copy of Registration No.)	
6	No. of Years of Firm Existence (Date of establishment of Firm)	
7	Turnover of the Firm in last three years: FY 2016-17 FY 2017-18 FY 2018-19	
	Details of Partners:	
	Number of Full Time Partners associated with the firm,	
8	No. of FCA associated with the firm,	
	No. of ACA associated with the firm,	
9	Whether Firm or its partner is qualified for being appointed as internal Auditor as per ICAI guidelines.	YES/NO
10	Whether Firm or its partner is banned / blacklisted by any Government organization, PSU, C&AG, RBI and any other entity in respect of any Job/assignment/behavior.	YES/NO
11	Any adverse comment on the performance from the Management /Audit Committee	YES/NO
12	Empanelment with C&AG /RBI (Please specify)	Please attach proof

13	Experience in Real Estate	Please attach list of companies separately
14	No. of CISA/DISA qualified Partner(s)/staff	
15	Professional Fees	Rs.

Form B- Relevant information about partners (Details of only 3 Partner be given)

Sl.No	Name of Partner	Length of association with firm in years	FCA year and M.no.	ACA year and M.no.	Relevant experience	Full Time/Part Time	Contact No.

Details of Qualified Staff (Chartered Accountants) Maximum details of 2 staffs

S.No.	Name of staff	Length of Association with the Firm (in years)	Educational qualification	Area of Key Expertise	Membership No.	Relevant Experience

Experience of audit

Sl. No.	Name of the Auditee	Type/Nature of Assignment	Duration of Assignment

Copy of proof of various empanelment and proof of allocation/allotment of audit assignments mentioned above must be annexed with the application.

Declaration:

1. We confirm that the information furnished herein is correct and fair in all respects and we have all the necessary documentary proof to substantiate the same. It is further confirmed that in case any of the contents contained herein are found to be incorrect, IFCI Infrastructure Development Limited is free to initiate any appropriate action against us.

2. We further declare that there has been no adverse comments / qualification on our performance from the Management / Audit Committee and applicant firm or any of its partner has not defaulted and blacklisted by CAG, Government and any Government organisation / Statutory Body.

**Partner
(Name)**

Date: