

NATIONAL LAW INSTITUTE UNIVERSITY
Kerwa Dam Road, Bhopal – 462044
Tel: 0755-2696969-113

1. INTRODUCTION: -

1. National Law Institute University, Bhopal (NLIU) is an Autonomous University, established in 1997 under the State Government Gazette Notification. National Law Institute University, Bhopal (NLIU) is conducting the UG & PG education programme. The Chancellor of NLIU is Hon'ble the Chief Justice of Madhya Pradesh. The University have total number of students 800 (approx), total budgeted receipt in the financial year 2021-22 is Rs. 28.50 Crore, total number of employees 125 (Approx) and total Budget Expenses in the financial year 2021-22 Rs. 30.00 Crore.

2. Eligibility Criteria for appointment: -

1. NLIU invites bids from the reputed Chartered Accountant in practice/Chartered Accountant firms must have empanelled with Comptroller and Auditor General of India for appointment of Auditor.
2. The Chartered Accountant in practice/ Chartered Accountant firm must have at least 10 years' experience in the profession.
3. The Chartered Accountant in practice/ Chartered Accountant firm must be holding valid certificate of practice issued by the Institute of Chartered Accountants of India.
4. The Chartered Accountant in practice/ Chartered Accountant firm should have their office at Bhopal duly registered with the institute.
5. The bidder's average annual financial turnover (Gross) during the last three financial years should not be less than 30.00 Lakh.

3. Statutory Audit Fees:-

1. Chartered Accountant in practice/ Chartered Accountant firm are required to quote the audit fees for the Work defined under scope of work for the year 2021-22 & 2022-23 (Year wise).
2. As per work of University provision of minimum fee is **Rs. 50,000/- Per Annum Plus GST (As Applicable)** for Audit work. **NLIU will follow QCBS (Quality Cost Based System) eligibility method for the finalization of tender instead of L1 method.**
3. Tax components if any shall be quoted separately. The University will perform such duties in regard to the deduction of, such taxes at sources as per applicable law. For this purpose, the tax component of the total quoted price may be specified separately by the Chartered Accountant in practice/ Firm in the bills.

Signature of Bidder

Prepared By: Manish Agrawal 2008
Manish vetted by
For checked by
(Accountant)

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4. Scope of work of Statutory Auditor: -

1. Chartered Accountant in practice / Chartered Accountant firm will start conducting the Audit work in the month of June of every year and will submit the following Reports to the University at the earliest.
2. Auditors Report on Annual Accounts of the University.
3. Audit Report under Section 10BB of the Income Tax Act 1961 along with annexure.
4. To Furnish and submit Income Tax Return of the University.
5. To Sign Form 15CB.
6. Certification of Utilization Certificate (UC).
7. To attend meeting of Finance Committee (FC) / Executive Committee (EC) (if required) of NLIU, Bhopal.

5. Other Terms & Conditions: -

The appointment of auditors is subject to the following terms & conditions: -

1. Chartered Accountant in practice / Chartered Accountant firm must not sub-contract the work.
2. Neither the Chartered Accountant in practice / Chartered Accountant firm nor its partner or Associates have any interest in the affairs of the University.
3. The Chartered Accountant in practice / Chartered Accountant firm partners holding certificate of practice issued by institute of Chartered Accountants of India are in whole time practice.
4. The Chartered Accountant in practice / Chartered Accountant firm shall undertake that data given to the Auditor by NLIU and any information generated from the date provided shall not be used by the Auditor for any other purpose.

6. Submission of Offer: -

Interested Chartered Accountant in practice/ Chartered Accountant firm may send their application forms along with the bid documents mentioned above duly seal & signed, so as to reach this office latest by 05:00 PM on 13/06/2022 addressed to the **Registrar (Administration), National Law Institute University, Kerwa Dam Road, Bhopal- 462044.**

Signature of Bidder

Mamta
Mamta Agrawal

Accountant
Accountant

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FO

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TECHNICAL BID PART-I
PROFORMA FOR SUBMISSION BY BIDDER

S. No.	Particulars	Details	Supporting documents
1	Name of the Firm		
2	Address of the Firm:		
	Head Office Name of the In-charge Phone No.: Fax No.: Mobile of Head Office In-charge:		
	Branch Office (if any) Name of the In-charge Phone No.: Fax No.: Mobile of Head Office In-charge: (Particulars of each branch to be given		
3	Firm GST Registration No.		
4	Firm Income Tax PAN No.		
5	Registration No. With ICAI		
6	Empanelment No. with C & AG		
7	No. of Years of Firm Existence & Date of establishment of Firm		
8	Valid Certificate of practice issued by the ICAI		
9	Registered office at Bhopal		
10	Turnover of the Firm in last three completed years: Year 2018-19 Year 2019-20 Year 2020-21 Average		
11	Audit Experience of the Firm: 1. Number of Assignments in Autonomous Body/ commercial / Statutory Audit 2. Other Assignments		

Manish Agrawal
Manish

Accountant

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12	Details of Partners: Provide following details: • Number of Full Time Fellow Partners associated with the firm. • Name of each partner. • Date of becoming ACA and FCA Date of joining the firm Membership No., • Qualification Experience • Whether the partners are engaged full time or part time with the firm.		
13	Details of full time CA Employee(s)		
14	Details of other Employees, CA-Inter/ IPCC/ATC/ etc.		

Date:

Place:

Signature of Authorized Signatory with Seal

Manish Agrawal
Manish

Accountant

For
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Financial Bid-Part-II

Bid reference No. NLIU/Adm/Accts/Audit/2022/01

Name of Chartered Accountant in practice/ Chartered Accountant firm:

Address:

S. No.	Works	Fee Amount (Rs.)	GST Amount (Rs.)	Total Amount (Rs)
1	Audit Work			
2	ITR filling with 1023(C) (VI)			
3	Signing of Form-15CB (Per Form)			
4	Utilization Certificate (Per Certification)			

Total Rupees.....

Date:

Place:

Signature of Authorized

Signatory with Seal

Manish Agrawal
Manish

Accountant

Seal
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No. NLIU/Accts/Audit/2022/01

NOTICE FOR APPOINTMENT OF
AUDITOR FOR NATIONAL LAW
INSTITUTE UNIVERSITY AT BHOPAL

NLIU invites bids from the reputed Chartered Accountant firms for the appointment of Auditor who are empanelled with the Comptroller and Auditor General of India. For details, please visit www.nliu.ac.in.

The due date & time for submission the bid is 13/06/2022 up to 05:00 pm

Registrar

Mamish
Mamish Agarwal

CA
Accountant

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