



MADHYA PRADESH POWER GENERATING COMPANY LIMITED
OFFICE OF CHIEF FINANCIAL OFFICER MPPGCL
BLOCK No. 9, SHAKTI BHAWAN: JABALPUR

No. CFO / Cost Audit / 40.05/ 2022-23/ 935

Jabalpur, Dated 30/7/2021

Subject: - Appointment of Cost Auditor for FY 2022-23

1. MP Power Generating Company Ltd, Jabalpur (MPPGCL), is the State owned power generating company of Madhya Pradesh with its Headquarter located at Jabalpur having its running Thermal & Hydel power stations located at various locations in the state of Madhya Pradesh Some Hydro stations have share with neighboring States of Rajasthan, Maharashtra and Uttar Pradesh as well as some hydro power stations of other states have share of MP State. The brief summary of existing units in operation as on 1st April 2021 is as under:-

Station		Installed Capacity		MPPGCL Share	Other State's Share		
		MW	Location	MW	MW	State's Name	
Thermal Plants	Amarkantak TPS	210.00	Amlai Railway Station, in District Anoopur, Chachai, MP	210.00	0.00		
	Satpura TPS *	1,330.00	Ghoradongri Railway Station, in District Betul, Sarni, MP	1,330.00	0.00		
	Sanjay Gandhi TPS	1,340.00	Pali Railway Station, in District Umaria, Birsinghpur, MP	1,340.00	0.00		
	Shri Singaji TPS	2,520.00	Dongalyia village, Khandwa Railway station in District Khandwa MP	2,520.00	0.00		
	Total Thermal	5,400.00		5,400.00	0.00		
Hydro Plants	Chambal	Gandhisagar	115.00	Located in Madhya Pradesh and operated by MPPGCL, Gandhisagar	57.50	57.50	Rajasthan
		R P Sagar	172.00	Located in Rajsthan and operated by RVPN Kota	86.00	86.00	Rajasthan
		Jawahar Sagar	99.00	Located in Rajsthan and operated by RVPN Kota.	49.50	49.50	Rajasthan
		Total Chambal	386.00		193.00	193.00	
	RaniAwantibai Sagar	90.00	About 40 km from Jabalpur in District Jabalpur Bargi, MP	90.00	0.00		
	Tons Complex (Sirmour, Deolond, Sipara, Zinna)	425.00	Sirmour, (near Rewa) MP	425.00	0.00		
	Birsinghpur	20.00	Pali Railway Station, in District Umaria, Birsinghpur, MP	20.00	0.00		
	Pench	160.00	Located near Seoni in District Umaria, Totladoh, Maharashtra	106.72	53.28	Maharashtra	
	Rajghat	45.00	Chanderi MP	26.86	18.14	UP	
	Madhikheda	60.00	Shivpuri district of MP	60.00	0.00		
	Total Hydro	1,186.00		921.58	264.42		
Total (Thermal + Hydro)	6,586.00		6,321.58	264.42			



2. Turnover of MPPGCL was about Rs. 9808 Cr in FY 2020.
3. It is also to clarify that in pursuance with the existing provisions of law, MPPGCL is required to get its Annual Accounts audited by the Statutory Auditor appointed by C&AG. Thereafter, Supplementary Audit is also being conducted by AGMP. The process of Statutory Audit is normally completed in the month of August after financial closure in month of March every year.
4. Company with the approval of Government of India has appointed M/s Sanjay Bhargave & Company Cost Accountants Pune as a Statutory Cost Auditor of the company for the financial year FY 21-22 for existing Power Stations of the Company. The audit fees are Rs.146410/- inclusive of all expenses like travelling, out of pocket expenses, D.A. etc. for the Auditor and all its personnel but exclusive of service tax. Firm will be provided accommodation, local conveyance facility at Power Stations subject to availability, however firm has to arrange accommodation /local conveyance at their own at HQ (Jabalpur). Service Tax as applicable will be paid extra at actual to firm.
5. The Company intends to initiate the process of selection of the Cost Accountant firm for its Cost Audit for FY 2022-23. Accordingly your most competitive offer is requested on the following terms and conditions:-
 - 5.1. **Scope of Work:-** Cost Audit of MPPGCL for FY 2022-23 as is elaborated as under
 - 5.2. Examination and Verification of the correctness of Cost Records maintained by MPPGCL for commercially running Power Houses at RAO and HQ level.
 - 5.3. Verification of the correctness of Annexure to the Cost Audit Report as prescribed by the Govt.
 - 5.4. Cost Audit work as per statutory provision and preparation of Cost Audit Report as per Companies (Cost Records and Audit) Rules, 2014 or as specified by statute from time to time.
 - 5.5. Reconciliation of Profit / loss as per Costing and Financial Accounting Records.
 - 5.6. Suggestions for improvement (requisite modifications and/or additions) to the present accounting system to facilitate proper cost analysis and cost record maintenance in future.
 - 5.7. Submission of Cost Audit Report as per statutory requirement. (One soft copy and one hard copy of each to be submitted to the Cost Audit Branch of the Ministry of Company Affairs as well as two soft copies and three hard copies each to be submitted to the company, well before prescribed time limit of 180 days from closing of Financial Year).
 - 5.8. Provide /Ensure Compliance Certificate as per Statutory requirement.
 - 5.9. Above requirement of submission of Cost Audit Report as per prevailing statute and are subject to change as per mandatory statutory provisions at the time of submission.



- 5.10. Filling of Cost Audit & Compliance Report (if any) in XBRL mode/any other mode with MCA or with any other Statutory Authority.
- 5.11. Any other activity / report to meet the statutory requirement of Cost Audit, as may be specified by Statutory Authorities, from time to time till completion of subject Cost Audit. Any changes in the scope of work due to change in requirement of statute or any Government department in future will be accommodated by firm at quoted fees.

6. LOCATIONS OF VARIOUS RAO ARE AS UNDER

- I. ATPS Chachai :- Near Amlai Railway Station, in District Anoopur
- II. STPS Sarni :- Near Ghoradongri Railway Station, in District Betul
- III. SGTPS Birsinghpur :- Near Pali Railway Station, in District Umariya
- IV. Tons: - (Looking after account of four Hydel Power Stations viz. Sirmour, Deolond, Silpara & Jhinna) about 40 km from Rewa district.
- V. COG&HS (looked after all hydro power stations except Tons complex) and HQ are located at Jabalpur
- VI. Shri Singaji, Thermal Power Project Dongalia Distt. Khandwa

At power stations, the accommodation and local conveyance shall be arranged by the company on availability basis at no cost. However, at HQ, you will be required to make your own arrangements for accommodation and local conveyance.

7. **Basis of Selection** :- The price bid of the firms meeting qualifying requirements of past experience and financial viability as elaborated in subsequent para of this tender shall be opened on due date of opening. The lowest offer for cost audit shall be computed on total quote of including Goods & Service tax.

Procedure for Submission of Bids:

- I. **Mandatory Documents:-**The Bidder have to submit these documents in hard copies in one envelop before due date of submission i.e. 09/09/2021 upto 04:00 Hrs.
 - i. It should super scribe that it contains the "**Offer against Open tender for appointment of Cost Auditor with Due Date of opening 10/09/2021 12:30 pm onwards**".
 - ii. Bids are required to be submitted in below mentioned address:-
Chief Financial Officer
MP Power Generating Company Limited
Block No. 09 ,Shakti Bhawan, Vidyut Nagar, Rampur, Jabalpur 482008



a) Prequalification Requirements

- i. Copy of latest Certificate of Practice [CoP] issued by Institute of Cost Accountants of India on 1st April 2021 for all the partners appearing in registration certificate valid up to 31st March 2022, and copy of registration certificate issued to firm by the Institute should be submitted. Further it is pertinent to mention that Cost Accountant/Cost Accountant firm should hold all valid certificates/documents before starting the work of audit.
 - ii. A self-certification that neither the partners nor the firm in any manner have been disqualified by Institute of Cost Accountants of India for undertaking the subject assignment on the date of offer.
 - iii. The documentary evidence in the form of Letter of appointments / copy of orders in the name of firm or its partner for the work done as Cost Auditor of any **Thermal power station. Offers not meeting the prequalification requirement as above are liable to be rejected.** In case the experience criterion is met on the basis of experience of partner, then his name should appear in Registration certificate issued to firm by Institute.
 - iv. The documentary evidence in the form of Letter of appointments / copy of orders in the name of firm or its partner for the work done as Cost Auditor should be provided for **any Coal Based Thermal power station have at least one unit of 210 MW capacity (except power station for captive consumption)** In case the experience criterion is met on the basis of experience of partner then his name should appear in Registration certificate issued to firm by Institute.
 - v. The professional receipts of the firm should be at least Rs. 10 lakh taken together in FY 20 and FY 21. The firms should submit copy of IT Returns for FY20 & FY 21 or Audited Balance Sheet & P&L Account in support of the Turnover, in case firm is not under compulsory audit then firm has to submit copy of self-signed IT Returns for FY20 & FY21 for verification.
 - vi. Signed copy of Commercial Details of Firm for prequalification criterion as per Annexure I.
 - vii. Compliance Certificates as per Annexure II.
 - viii. The credential and experience details duly supported by documents.
- b) Please note that offers not meeting the prequalification requirements as above are liable to be rejected.



c) Certificate of acceptance of Terms and Conditions of tender

- i. A certificate (Annexure III) that all the terms and conditions of the tender of MPPGCL are acceptable and there is no deviation. Please note offers submitted with deviations are liable to be disqualified.

8. **Prices:-** Please offer your lowest quote on lump sum basis, inclusive of travel expenses and DA etc of your resource persons & supporting staff, if required to visit to our site locations, **Power stations** as detailed in **para 1** and HQ etc for the purpose of audit.

No other charges, except Goods & Service Tax, shall be paid extra as per actual. In case, Goods & Service Tax is not applicable on your firm, please specifically intimate. Unless it is exclusively mentioned that Goods & Service Tax is not applicable, the quoted prices shall be loaded with prevailing rate of Goods & Service tax (18%), for evaluation purposes. However, Goods & Service tax shall be paid as per actual. In case it is mentioned that Goods & Service tax is not applicable than the same shall not be paid even if it become applicable at subsequent stage. The firm will have to bear the same.

9. **Minimum Price/Audit Fee:-** Minimum price/Audit fee for the tender is Rs 1,50,000.
10. **Payments:-**The payment against your bill on completion of scope of work as per tender shall be made after 45 days of the submission of bill or as per queue, whichever is later. No interest shall be payable on delayed payments, if any. No mobilization advance / midterm payment shall be made.
11. **Period for completion of Work :-** The work should be completed within 180 days from the end of Financial year or as per Statutory time limit specified / amended from time to time by the competent authorities.
12. **Penalty:-** In case of delay in completion of Cost Audit and submission of final report from the time permitted by statutory authorities ,penalty @3% per week ,subject to a maximum of 10% of the Audit Fee (excluding Goods & Service Tax) shall be levied. GST will also be recovered from the firm.
13. If any such case the decision of MD, MPPGCL shall be final and binding both on the firm and the Company.
14. **Officer In charge:** The Deputy Director (A/c) shall be the officer in charge for the contract. For all day to day and routine matters covered under the scope of this contract, clarification if any may be sought from him. His guidance / suggestion and opinion shall be final in



normal course of the contract. In case of any major conflict of opinion, the matter may be discussed with Chief Financial Officer (CFO), MPPGCL.

15. **Disputes :-** In case of any / all disputes arising out of this contract, which could not be resolved mutually by the Firms and Chief Financial Officer (CFO), MPPGCL, the matter may be decided by a Competent Court at Jabalpur only.

16. **Validity:** The offer shall be valid for a period of 180 days from the date of opening of tenders.

17. **Submission & Opening of Offers:**

a. Your offer in the desired manner must be submitted on before 04:00 pm on **09/09/2021**. The same shall be opened on the Next day at 12:30 pm onwards in presence of the representative, who wishes to witness the process of opening. Company is not liable for any delay in submission by whatsoever means.

b. The offers must be submitted in the Annexures as specified in this tender document.

18. **Evaluation Criterion:-**

In case participating firms quote same audit fee, in such scenario evaluation of the firm offer will be done comparing below mention three criteria in following order of precedence.

Criteria	Order of Precedence	Particulars
First Criteria (Experience)	1	Numbers of Cost Audit assignment for Coal Based Thermal Power Station having at least one unit of 210 MW Capacity or above (excluding those for Captive Use) on the basis of Letter of appointments/copy of orders in the name of firm or its partner.
Second Criteria (Strength of the Firm)	2	No. FCMA Partners in the Firm as per Firm Card as on 01 April 2021
Third Criteria (Financial Strength of the Firm)	3	Sum of Gross Professional Receipts of the Firm of FY 2019-20 and FY 2020-21 as per ITR or Audited P&L.

Note: - Supposing three firms have quoted same fees for cost audit, then the firm who has maximum number of assignment as mention in particulars columns will be selected for award of work. If again there is a tie on first criteria, then evaluation will be done on second criteria and firm who has more number of FCA partner will be selected for award of work. This way evaluation will be carried on.



19. Bidding Process:- Bidders are required to submit their bid strictly in following manner:

19.1. Main Envelop:- This Envelop should contain following two envelops and super scribe that it contains **“Offer against Open tender for appointment of Cost Auditor with Due Date of opening 10/09/2021 12:30 pm onwards”**.

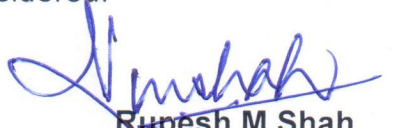
19.1.1. **First Envelop:** - Documents related with all Prequalification Requirements, Credentials and experience. It should super scribe that it contains “Prequalification Requirement Documents”.

19.1.2. **Second Envelop:-** Duly filled Price Bid Format and it should should super scribe that it contains “ Price Bid “

All above envelops are required to be properly sealed.

20. Disqualification

- I. If the firm fail to meet the minimum qualification criteria as specified.
- II. If the firm’s offer is submitted with deviation in terms and conditions.
- III. MPPGCL may, in its own sole discretion, and at any time during the evaluation process, disqualify any applicant, if the applicant has:
 - i. Submitted the proposal after the deadline fixed.
 - ii. Made misleading or false representation in the forms.
- IV. Prices quoted below minimum price amount would liable be for rejection.
- V. Price bids sent openly or in First envelop would liable for rejection.
- VI. Bidder firm or partners thereof engaged in any other work of / with MPPGCL are disqualified for bidding in this tender/inquiry on the basis of interest of conflict.
- VII. Notwithstanding to any provisions, MPPGCL reserves the right to reject any / all the offers and/or scrap this Tender, without assigning any reason.
- VIII. Offers should be sent as per bidding process mentioned in para 19/n. Offer sent through email or other electronic mode will not be considered.


Rupesh M Shah
Chief Financial Officer
MPPGCL Jabalpur.



MADHYA PRADESH POWER GENERATING COMPANY LIMITED
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BLOCK NO. 9, SHAKTI BHAWAN: JABALPUR

Commercial Details of Firm for prequalification criterion of firm

ANNEXURE: I

1	Full Name of the firm as per Registration certificate no with ICAI	
2	Location of Head Quarter and Branches	
3	Full Address of Head Quarter	Name of the Person Contact Phone Numbers Postal Address of Office e-mail id
4	Details of branch looking for the contract under question,	Name of the Person Contact Phone Numbers Postal Address of Office e-mail id
5	Details of Partners[1]	Total Partners FCMA Partners
6	Details of Certificate of Practice issued by ICAI[2]	
7	Details of Experience[3]	Year
8	Details of Annual Turnover[4]	Annual Turnover in Rs. as shown in P&L Account/ ITR Gross Professional Receipt Gross Professional Receipts as shown in ITR/ Audited P&L. FY 19-20 FY 20-21
9	Details of Employees / Staff	
10	Details of Major clients	
11	Details of works executed especially for power utilities	
12	Whether firm Registered in MSMEDA? If yes provide self signed copy of registration in MSMEDA. Benefit should only be provided on providing validity certificate as and when required.	
13	Details of Cost Audit conducted of the Thermal Power House.	



S.NO.	Name of the Organization / Thermal Power station having Unit (Capacity 210 MW and Above)	Turnover (In Crores)	Whether documentary evidence of Audit has been submitted? (It is mandatory for the purpose of evaluation)
i			
ii			
iii			
Total No. of Assignments			
14	Any other detail, if wish to provide		

1. Please intimate Names and Details (ICAI registration no. etc.) of all the partners of the firm, along with details of their qualification and period of partnership. You may annex these details in separate sheet.
2. Please enclose the copies of latest CoP issued for all partners of the firm by ICAI in 1st April 2021
3. The documentary evidence in the form of Letter of appointments / copy of orders in the name of firm or its partner for the work done as Cost Auditor of any thermal power station. Offers not meeting the prequalification requirement as above are liable to be rejected. In case the experience criterion is met on the basis of experience of partner, then his name should appear in Registration certificate issued to firm by Institute as on 1st April 2021. Self Attested copy of Registration Certificate shall be provided.
4. Audited P&L and Balance sheet/ITR for past two years (FY 20 & 21) may please be submitted to prove the minimum financial capability criteria. The turnover towards professional fee shall be considered for evaluating eligibility. Turnover mentioned in Coloum No 8 should be matched with Audited Financial Statement i.e. P&L and Balance sheet or ITR.
5. All documents are required to be seal and self certified by the partner or proprietor.

Authorized Signatory of The Firm

Name:-

Signature:-

Seal of the Company:-



MADHYA PRADESH POWER GENERATING COMPANY LIMITED
OFFICE OF CHIEF FINANCIAL OFFICER MPPGCL
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ANNEXURE: II

COPMLIANCE CERTIFICATES

1. This is to certify that our Firm is free from any disqualifications as specified under Section 141(3) read with section 148 and sub-section (5) of the Companies Act, 2013.
2. This is to certify that all the partners are holding Certificate of Practice issued by the Institute of Cost Accountants of India and are in whole time practice.
3. Firm's PAN No. is _____.
4. This is to certify that Firm & all the partners are having Arm's length relationship with the MPPGCL.

Authorized Signatory of The Firm

Name

Signature

Seal of the Company



Certificate of Acceptance

All the terms and conditions of the tender of MPPGCL are acceptable and there is no deviation.

**Authorized Signatory of The
Firm**

Name :-

Signature:-

Seal of the Company:-



Declaration by Cost Accountant Firm

It is to certify that Institute of Cost Accountants of India disqualifies neither the firm nor its partners.

Authorized Signatory of The Firm

Name :-

Signature:-

Seal of the Company:-



Price Bid

Tender no. CFO/Cost Audit/40.05/2022-23/935 dated 30/07/2021

S. No	Scope of Work	Amount in Rs.	
		In Figures	
1	Lump sum Amount for Cost Audit for the Power stations of MPPGCL for FY 2022-23 (INCLUSIVE OF ALL EXPENCES)	In Figures	
2	Goods and Service Tax	In Figures	
3	Total	In Figures	
		In Words	

Note: In case of ambiguity of rates in words and figures, the lowest of two shall be considered.

Authorized Signatory of The Firm

Name :-

Signature:-

Seal of the Company:-

[1] The Goods & Service tax is to be paid extra. In case your firm is not liable to make payment of Goods & service tax on account of this contract, then for the purpose of evaluation and contract the same shall be considered nil. Therefore the factual status should be clearly mentioned. Incase of any ambiguous / conditional statement, loading of present rate of Goods & Service tax shall be made for bid evaluation purposes.



Check List

Particulars	Please Tick	
	YES	NO
PQR Requirements		
Copy Of Registration Certificate of the firm.		
Copy of Latest COP issued by ICAI as on 01/04/2021 for all partners, Valid upto 31/03/2022		
Letter of Appointment as Cost Auditor for Any Thermal Power Station (atleast 210 MW) Completed Assignment		
Document in support of Professional Reciepts of the firm		
a) Audited Balance Sheet & P&L or copy of ITR (if Not under compulsory Audit) for FY 20		
a) Audited Balance Sheet & P&L or copy of ITR (if Not under compulsory Audit) for FY 21		
Total:(Turnover of the for FY20 and FY 21 Taken together should be more than Rs.10 lakh)		
Techno Commercial Requirements		
Techno Commercial detail as per Annexure I filled		
Compliance Certificate as per Annexure II Filled		
Acceptance of Commercial terms without deviation Annexure III Filled		
Self Certification that Neither the firm nor the partners are Disqualified by ICAI Annexure IV Filled		
Check List as per Annexure V filled		
Bidding Process		
Whether PQR Sealed in Separate Envelop (Envelop 1)		
Whether Priced bid Sealed in Separate Envelop (Envelop 2)		
Whether two envelops sealed in main envelop		
Whether all envelop duly super scribed.		