



**A.P. STATE KAPU WELFARE AND DEVELOPMENT CORPORATION**

**(A Company incorporate u/s 8 of Companies Act)**

Door No. 29-26-55, Jadagamvari Steet, Suryaraopeta, Vijayawada-520002

Phone : 0866-2439901, Email : apkwdc@gmail.com

Managing Director, A.P. State Kapu Welfare and Development Corporation,  
Vijayawada invites tenders from CA Firms.

**NOTICE INVITING TENDER**

<b>Ref. No.</b>	<b>Name of the Work</b>
Rc.No.1521/Admn/2020	Request for proposal for selection of Chartered Accountant (CA) Firms for providing Internal Audit Services from the financial year 2020-21.

Application should reach our office on or before ...10.10.20... at 5.00 PM

# **A.P. STATE KAPU WELFARE AND DEVELOPMENT CORPORATION**

Government of Andhra Pradesh

## **Invitation for Bids for conducting Internal Audit**

1. The A.P. State Kapu Welfare and Development Corporation ("**APSKWDC**") has been established by the Government of Andhra Pradesh vide G.O. Ms. No.5, Backward Classes Welfare (C) Department, Dated: 02.09.2015 with the objective with an aim of promoting the Welfare and Development of the Kapu, Balija, Telaga and Ontari Communities living in poverty and take up activities for the social, educational and economic development of these communities. Subsequently, APSKWDC has been given the statutory body status through "The Andhra Pradesh State Kapu Welfare and Development Corporation incorporated under Section 8 of the Companies Act, 2013. The annual budget of APSKWDC is Rs.2845.60 Crores.

2. Andhra Pradesh State Kapu Welfare and Development Corporation (APSKWDC) invites Bids for conducting Internal Audit of the Accounts of APSKWDC from Chartered Accountant (CA) Firms having its Office in Vijayawada. The Audit shall be conducted for FY 2020-21. The Bid shall be submitted on or before 10.10.2020 by 4.00 pm.

### **3. Objective**

The objective of the internal audit is to express a professional opinion on the status of maintenance of books of accounts of APSKWDC, financial statements prepared and expenditure incurred to ensure that funds received from the Government were spent in accordance with the applicable financial regulations, procurement procedures, etc.

**4. The Terms of Reference (ToR)** for conducting Internal Audit are given below:

#### **4.1. Eligibility criteria for CA Firms:**

- i. The applicant firm should have 5 years of experience in auditing the accounts of State/Central Government Organizations/ PSUs / Departments with over all experience of 10 years of audit experience.

- ii. The applicant firm should have Office in Vijayawada.
- iii. Atleast one of the partners of the firm should possess Forensic audit certificate.
- iv. No partner of the audit firm or any qualified employee of the firm shall be related to any Board member or employee of the APSKWDC.
- v. All the documents supporting the eligibility criteria shall be enclosed to the bid.

**4.2.** The applicant firm should satisfy the above eligibility criteria, failing which the Bid filed by such firm shall be summarily disqualified.

## **5. Scope of the Audit**

**5.1.** The Internal Audit shall be carried out with reference to the provisions of Institute of Chartered Accounts of India, Internal Policies, Board Regulations-2015, Government Rules/ Procedures as applicable and in accordance with the generally Accepted Auditing Principles which may include tests and controls, as the auditors feel necessary under the circumstances.

**5.2.** The scope of the audit is inclusive but not limited to the following:

- i. Verification of books of accounts as per Auditing norms.
- ii. Verification and Audit of procurement of goods and services as per the prevailing norms as per Internal Policies and Board Regulations-2015 and applicable Government Rules & Procedures.
- iii. Audit of all expenditure incurred from the budget of APSKWDC.
- iv. Verification of statutory compliance as applicable to APSKWDC.
- v. Audit of process & terms of engagement of Consultants and its proprietary.
- vi. The MD, APSKWDC shall have the right to enhance the scope of audit during the period of audit on related subjects.

## **6. Selection Criteria**

The CA Firm with the lowest financial bid among all eligible bidders shall be selected for assignment of the work. The minimum audit fees of ICAI may be taken into consideration while submitting the bid.

**7.** The audit firm selected as such shall commence the audit within One week from the date of issue of work assignment order.

**8.** The Managing Director, APSKWDC reserves the right to cancel the process without assigning any reason at any point time during the process.

**9.(a)** The Bidders shall submit the bids in two sealed covers

i. Cover-I shall contain all the supporting documents with regard to eligibility Criteria of the CA firm.

ii. Cover-II shall contain Financial Bid (Fee Quotation).

b) Financial bid of the qualified bidders will only be opened after due verification of the eligibility criteria submitted in cover-I.

**10.** The Bids in a sealed cover (containing cover-I & cover-II) duly mentioning the subject line "Bid for conducting Internal Audit in APSKWDC" on the cover shall be submitted on or before 10.10.2020 by 4.00 pm at O/o Managing Director, A.P. State Kapu Welfare and Development Corporation (APSKWDC), Door No.29-26-55, Jadagamvari Street, Suryaraopet, Vijayawada-520002. Smt. P. Sravanthi, Deputy Director (Finance) (Mobile No.6301948922), may be contacted for any clarifications in this regard.