

## **Bihar Bal Bhawan, “Kilkari”**

### **Expression of Interest ( EOI) for Empanelment of Chartered Accountants Firms For the Internal audit of BIHAR BAL BHAWAN, KILKARI**

1. The “Bihar Bal Bhawan, KILKARI” is a society registered under the Societies Registration Act,1860 for the purpose of implementing various programme/activities for overall development of children in the state of Bihar as per Annual Work Plan and Budget as approved by Department of Education, Bihar Government. The fund for this purpose are allocated by the Government of Bihar as Grant-in-aid.
2. The objective of the audit of the Financial Statements (Balance Sheet, Income & Expenditure Account and Receipts and Payments along with schedule attached thereto) is to enable the auditor to examine, verify and express independent and professional opinion on the financial position of Bihar Bal Bhawan KILKARI at the end of each fiscal year and the fund received and expenditures for the accounting period ended March’31’2025.

### **3. Eligibility**

Eligibility Criteria:

- 1) Applicant Firms should be in existence for at least 5 years.
- 2) Applicant firms should have at least 2 full time partners with at least one full time FCA.
- 3) The applicant firm should be empaneled with C&AG/Income Tax.
- 4) The partners must be member of ICAI and should have valid full time certificate of Practice issued by ICAI.
- 5) Applicant firm must have experience of auditing accounts /handling tax matters with Govt. Organizations/PSUs.

6) Average annual turnover of the firm of the last three years should be at least Rs5 Lakhs.

7) Applicant Firm must have an office at Patna.

4. The selected firms will be appointed as Internal Audit of Bihar Bal Bhawan Kilkari initially for one year which, may be extended for further two years. Selected CA Firm, has to conduct audit half yearly two times in a financial year. First half yearly audit must be completed by 12<sup>th</sup> November'2024.
5. Applicant has to submit EOI in the prescribed format as made available in the KILKARI website. Along with EOI, financial Bid for the Internal Audit has to be submitted for further process.
6. Eligible Firms may submit application, EOI and Financial Bid in sealed envelope for the Internal Audit and superscripted as **“Confidential – EOI for Empanelment of Chartered Accountants Firms” for Internal Audit. The application and EOI must receive at Bihar Bal Bhawan, Patna through Registered post/Courier/Speed –post or by hand.**

**Sealed Envelope should be addressed to:**

**Director**

**Bihar Bal Bhawan Kilkari**

**Saipur, Rastra Bhasha Campus**

**Patna – 800004**

7. **Last Date of Receipt of EOI & Financial Bid is 16.10.2024.**
8. **Final Selection of Auditor for Internal audit of Kilkari will be made on the basis of evaluation of Technical and thereafter the financial bid after discussion through Pre Bid Meeting. Date of Pre Bid meeting will be intimated to selected Audit Firm received through EOI/Financial Bid.**

**Expression of Interest for short listing Chartered Accountant  
Firms for the Internal audit of the accounts of KILKARI**

**Part A**

**Status of the Firm**

**Partnership**

**Sole Proprietorship**

1. (a) Name of the firm (in Capital letters) \_\_\_\_\_  
(b) Address of the Head Office \_\_\_\_\_  
(Please also give telephone no.) \_\_\_\_\_

(c) PAN No. of the firm \_\_\_\_\_

2. ICAI Registration No. \_\_\_\_\_ Region Name \_\_\_\_\_  
Region Code No. \_\_\_\_\_

3. Empanelment number with C&AG:

4. (a) Date of constitution of the firm:

(b) Date since when the firm has a full time FCA

5. Full-time Partners/Sole Proprietor of the firm as on 1<sup>st</sup> January,2024

Sl.No.	Continuous association with the firm	Number of FCA	Number of AOA
	Less than one year		
	1 year or more but less than 5 years		
	5 years or more but less than 10 years		
	10 years or more but less than 15 years		
	15 years or more		

Note: Please attach the copy of Firm's Constitution Certificate issued by ICAI as on 1.1.2024

6. Number of Part Time Partners if any, as on 1<sup>st</sup> January,24 \_\_\_\_\_

7. Number of Full Time Chartered Accountant as on 1<sup>st</sup> January24 \_\_\_\_\_

8. Number of audit staff employed full-time with the firm

9. Number of Branches if any (please mention \_\_\_\_\_  
places & locations)
10. Whether the firm is engaged in any internal or external audit or providing any other services to any Govt. Company/Corporation or co-operative institution etc. if 'yes', details may be given on a separate sheet.  
Yes/No
11. Whether the firm is implementing quality control Policies and procedures designed to ensure that all audit is conducted in accordance with Statements on Standard Auditing Practices.  
Yes/No  
(If yes, a brief note on the procedure adopted is to be enclosed)
12. Are there are any court/arbitration/legal cases against the firm  
Yes/No  
(If yes, give a brief note of the cases indication its present status)
13. Fees earned by the firm for the last 5 years

Type of audit	PSU/Autonomous body	Companies in private sector	Banks
Statutory/Branch Audit/			
6-monthly audit review			
Internal/Concurrent Audit			
Total of the above			

**PART – B**  
**Undertaking**

I/We the sole proprietor/partners of M/S \_\_\_\_\_ chartered accountants do hereby jointly and severally verify and declare:

(i) That the particulars give are complete and correct and that if any of the statements made or the information so furnished in the application form is later found not correct or false or there had been suppression of material information, the firm would not only stand disqualified from the allotment, but would be liable for disciplinary action under the Chartered Accountants Act, 1949 and the regulations framed there under;

(ii) That the firm proprietor of partners have not been debarred of cautioned by ICAI during the last five years (if cautioned give details);

(iii) That individually we are not engaged in practice otherwise or in any other activity which would be deemed to be a practice under Section 2(2) of the Chartered Accountants Act, 1949;

(iv) That the constitution of the firm as on 1<sup>st</sup> January of the relevant year shown in the Expression of Interest is the same as that in the Constitution Certificate issued by the ICAI.

Sl. No.	Name of the Partner/ Sole Proprietor	Membership Registration No.	PAN No.	Date of payment of fee for the relevant year A/B	Signature of partner/ Sole Proprietor

\*A for membership B for issue of certificate of practice **(seal of the firm)**

Place \_\_\_\_\_ Date \_\_\_\_/\_\_\_\_/\_\_\_\_\_ Enl \_\_\_\_\_ Pages

**Signature of Proprietor/Sole Partner**