

बिड दस्तावेज़ / Bid Document

बिड विवरण/Bid Details	
बिड बंद होने की तारीख/समय /Bid End Date/Time	01-06-2026 16:00:00
बिड खुलने की तारीख/समय /Bid Opening Date/Time	01-06-2026 16:30:00
बिड पेशकश वैधता (बंद होने की तारीख से)/Bid Offer Validity (From End Date)	90 (Days)
मंत्रालय/राज्य का नाम/Ministry/State Name	Uttarakhand
विभाग का नाम/Department Name	Rural Development Department Uttarakhand
संगठन का नाम/Organisation Name	N/a
कार्यालय का नाम/Office Name	Uttarakhand Rural Roads Development Agency
वस्तु श्रेणी /Item Category	Financial Audit Services - Audit report; CA Firm
अनुबंध अवधि /Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) /Minimum Average Annual Turnover of the bidder (For 3 Years)	20 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष/Years of Past Experience Required for same/similar service	7 Year (s)
इसी तरह की सेवाओं का पिछला आवश्यक अनुभव है/Past Experience of Similar Services required	Yes
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है/MSE Relaxation for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है /Startup Relaxation for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़/Document required from seller	Experience Criteria,Bidder Turnover,Additional Doc 1 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer

बिड विवरण/Bid Details	
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेन् है/Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	5
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	1
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	7 Days
अनुमानित निविदा मूल्य (सभी करों सहित) भारतीय रुपये में / Estimated Bid Value in INR (Inclusive of all taxes)	502000
Payment Timelines	Payments shall be made to the Seller within 30 days of issue of service delivery acceptance certificate (SDAC) and on-line submission of bills (This is in supersession of 10 days time as provided in clause 12 of GeM GTC)
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation
मध्यस्थता खंड/Arbitration Clause	No
सुलह खंड/Mediation Clause	No

ईएमडी विवरण/EMD Detail

एडवाइजरी बैंक/Advisory Bank	ICICI
ईएमडी राशि/EMD Amount	11000

ईपीबीजी विवरण /ePBG Detail

आवश्यकता/Required	No
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(a). जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित कटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने है। एमएसई

केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।/EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy.

(b).ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

CE

Uttarakhand Rural Roads Development Agency, Rural Development Department Uttarakhand, N/A,
(Chief Engineer Urrda Uttarakhand)

बोली विभाजन लागू नहीं किया गया/ Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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एमएसई खरीद वरीयता/MSE Purchase Preference

एमएसई खरीद वरीयता/MSE Purchase Preference	No
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.

2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.

3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

4. Past Experience of Similar Services: The bidder must have successfully executed/completed similar Services over the last three years i.e. the current financial year and the last three financial years(ending month of March prior to the bid opening): -

1. Three similar completed services costing not less than the amount equal to 40% (forty percent) of the estimated cost; or

2. Two similar completed services costing not less than the amount equal to 50% (fifty percent) of the estimated cost; or

3. One similar completed service costing not less than the amount equal to 80% (eighty percent) of the estimated cost.

अतिरिक्त योग्यता /आवश्यक डेटा/Additional Qualification/Data Required

Pre Bid Detail(s)

मूल्य भिन्नता खंड दस्तावेज/Pre-Bid Date and Time	प्री-बिड स्थान/Pre-Bid Venue
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25-05-2026 15:00:00	URRDA First floor ,Directorate of Panchayati Raj near It Park Sahastradhara Road
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Financial Audit Services - Audit Report; CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specification	मूल्य/ Values
कोर / Core	
Scope of Work	Audit report
Type of Financial Audit Partner	CA Firm
Type of Financial Audit	Internal Audit
Category of Work under Financial Audit	Audit of financial statements
Type of Industries/Functions	Operational & Administrative
Frequency of Progress Report	Monthly
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Monthly
State	NA
District	NA
एडऑन /Addon(s)	
Post Financial Audit Support	NA

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer

क्रेता द्वारा निर्धारित न्यूनतम मूल्य/Minimum Floor Price defined by Buyer	No
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अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

परेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.N o.	परेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	Quantity	अतिरिक्त आवश्यकता /Additional Requirement
1	Shashikant Pandey	248001,CEO URRDA(PMGSY),First Floor in Directorate Panchayati raj , Opposite IT Park, Sahastradhara Road	Project / Lumpsum Based	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/**Buyer Added Bid Specific Terms and Conditions**

1. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

- 1 -Experience Criteria as per the RFP like minimum 10 Years of Experience .
- 2- Bidder also provide proof of Government experience of similar kind of Work

2. **Buyer Added Bid Specific Scope Of Work(SOW)**

File Attachment [Click here to view the file.](#)

अस्वीकरण/**Disclaimer**

The Additional Terms and Conditions (ATC) have been incorporated by the Buyer after approval of their Competent Authority. The Buyer ,is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any restriction arising in the bidding process due to these ATCs and including the modification of technical specifications and / or terms and conditions governing the bid.All representations / grievances pertaining to the ATC clauses shall be raised with the buyer organization directly and not with GeM.If any of the clause(s) is/are incorporated by the Buyer regarding the following, the bid & resultant contract shall be treated as null & void. Further, GeM reserves the right, at its sole discretion, to cancel the bid forthwith, without issuance of any prior notice or intimation :-

1. Publishing Custom / BOQ bids for items for which regular GeM categories are available (unless such Custom / BOQ item is bunched with the major regular product Category Item).
2. Mandating procurement of / from specific Brand / Make / Model / Manufacturer / Dealer except in case of Single Bid / Proprietary Article Certificate (PAC) Buying.
3. Inclusion of disqualification criteria related to suspension of seller / service provider, where such suspension period has already expired.
4. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
5. Publishing bids on GeM for procurement of works.
6. Procurement of Goods by creating a Service bid on GeM & vice-versa.
7. Seeking sample with bid or approval of samples during bid evaluation process. However, trial / sample, as the case may be, shall be permitted in cases where trial / sample are allowed as per approved and published procurement policy of the Buyers' controlling Ministry / Department / State / Public Sector Enterprises Headquarters. If there is any violation of trial / sample clause with regard to approved policy of the Buyers' Ministry / Department / State / Public Sector Enterprises Headquarters, then this is to be determined and redressed by the concerned Buyer Organisation only.
8. Seeking experience from specific organization / department / institute only or from foreign / export experience.
9. Creating bid for items from incorrect categories.
10. Reference of conditions published on any external site or reference to external documents/clauses.
11. Asking for any Tender fee / Bid Participation fee, as the case may be.
12. Buyer added ATC Clauses which are in contravention of clauses defined in bid detail section, including specifications, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by the applicable GeM GTC.
13. Any ATC clause in contravention with GeM GTC Clause 4 (xiii) (h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.
14. In a category based bid, adding additional items, through buyer added, additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogues or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope

of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers/Service Providers shall ensure full compliance with all applicable labour laws, including the provisions, rules, schemes and guidelines under the four Labour Codes i.e. the Code on Wages, 2019; the Industrial Relations Code, 2020; the Occupational Safety, Health and Working Conditions Code, 2020; and the Code on Social Security, 2020 as and when notified and brought into force by the Government of India.

For all provisions of the Labour Codes that are pending operationalisation through rules, schemes or notifications, the corresponding provisions of the pre-existing labour enactments (such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972, etc. and relevant State Rules) shall continue to remain applicable.

The Seller/ Service Providers shall, therefore, be responsible for ensuring compliance under:

- **All notified and enforceable provisions of the new Labour Codes as mentioned hereinabove; and**
- **All operative provisions of the erstwhile Labour Laws until their complete substitution.**

All obligations relating to wages, social security, safety, working conditions, industrial relations etc. and any other statutory requirements shall be strictly met by the Seller/ Service Provider. Any non-compliance shall constitute a breach of the contract and shall entitle the Buyer to take appropriate action in accordance with the contract and applicable law.

This Bid is governed by the General Terms and Conditions, conditions stipulated in Bid and Service Level Agreement specific to the Service, as the case may be, as provided in the Marketplace.

However, in case of Service, if any condition specified in General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement specific to said Service, then it will over-ride the conditions in the General Terms and Conditions.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---



UTTARAKHAND RURAL ROAD DEVELOPMENT AGENCY
PANCHAYTI RAJ NEAR IT PARK SAHASTRADHARA ROAD DEHRADUN,
UTTARAKHAND



**Government of Uttarakhand Empowered
Officer PMGSY (URRDA), PMGSY
Uttarakhand**

REQUEST FOR PROPOSAL

FOR

ENGAGEMENT

OF CA Firm for

**FOR APPOINTMENT OF CONDUCTING INTERNAL AUDIT FOR THE
FINANCIAL YEAR 2025-26**



UTTARAKHAND RURAL ROAD DEVELOPMENT AGENCY
PANCHAYTI RAJ NEAR IT PARK SAHASTRADHARA ROAD DEHRADUN,
UTTARAKHAND



No. _____, dated _____

REQUEST FOR PROPOSAL
FOR APPOINTMENT CA FIRM FOR CONDUCTING INTERNAL AUDIT FOR THE
FINANCIAL YEAR 2025-26 .

The Uttarakhand Rural Road Development Agency, invites proposals from firms of Chartered Accountants empanelled with C&AG which meet all the conditions in the minimum eligibility criteria listed below, for appointment as INTERNAL AUDITOR for Head Office and its all Piu's **for the financial year 2025-26** as per the Terms of Reference provided in the RFP document.

Minimum Eligibility Criteria: The firm shall (a) have 5 partners which shall be FCA and empanelled with C&AG for the Financial Year 2024-25 (b) have an average turnover of **Rs 200 lakhs per annum as per the immediately proceeding last 3 years Audited Balance Sheet (F.Y 2022-2025);** (c) The firm have at least 10 (Ten) years existence as per ICAI certificate (d) The firm must have its Head Office/ Branch office at Uttarakhand for better coordination with the URRDA HQ.

Documentary evidence should be accomplished for verification of all condition of minimum eligibility Criteria.

In evaluation of the proposals the Quality cum Cost Based System shall be followed.

Detailed Request for Proposal document (RFP) comprising Background, Terms of Reference (ToR) and Guidelines for submitting the proposal **can be downloaded** from the **website** :<http://pmgsy tendersuk.gov.in> Important Dates:

S No	Key Activities	Date
1.	Date for issue of RFP	18-05-2026
2.	Last date of submission of Proposal (RFP)	1-06-2026 at 3:00 PM
3.	Estimated cost of work	5,02,000/- (one year)
4.	Cost of Bid Document	Rs. 500/- in favour of Chief Engineer, URRDA, Uttarakhand
5.	Bid Security	Bid security in favour of Chief Engineer, URRDA, Uttarakhand Rs. 11,000/- (Demand Draft).
6.	Date of Pre bid Meeting	25-05-2026 at 3.00 PM at URRDA, Uttarakhand
7.	Date of opening of Pre-qualification Bids	01-06-2026 at 3:00 PM
8.	Date of opening the Financial Bids	01-06-2026 at 3:30 PM

Note :- If any queries to contact on mob no- CA Sumit Aggarwal
(85274 50179)

**Uttarkhand Rural Roads Development Agency
Government of Uttarakhand**

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**Request for Proposal for conducting Internal Audit of Pradhan Mantri Gram Sadak (PMGSY) in the
Uttarakhand State.**

1. Uttarkhand Rural Road Development Agency, an autonomous body of Uttarkhand State, invites sealed bids in **Two Parts** viz. Technical bid and Financial bid from reputed Chartered Accountants, who wish to undertake the work of Statutory (External) audit of Program Implementing Units and State Rural Road Development Agency located in the State of Uttarkhand The last date of submission of online bids is **01-06-2026 till 3:00 PM**
2. The purpose of this assignment is to provide services of internal audit of PMGSY project in the State including all the PIUs. More details of the services are provided in the terms of references.
3. The following documents are enclosed to enable you to submit your proposals:
 - (a) Terms of Reference (TOR) (Annexure 1)
 - (b) List of PIUs, Clusters (Annexure-II)
 - (c) Form for Price bid (Annexure III Form F-I & Form- F I A)
 - (d) Technical proposal and its evaluation criteria (Annexure IV)
 - (e) A Sample Form of Contract for Consultants' Services under which the services will be carried out (Annexure V).

4. Background

- 4.1 Rural Road Connectivity, and its sustained availability, is a key component of Rural Development as it assures continuing access to economic and social services and thereby generates sustained increase in agricultural incomes and productive employment opportunities. It is also, as a result, a vital ingredient in ensuring sustainable poverty reduction which demands a permanent rural connectivity, encompassing a high level of quality of construction followed by continuous post construction maintenance of the road asset and in fact of the entire network. Rural roads influence the process of growth by facilitating dispersal of knowledge and reduction of inequalities. They act as infrastructure multiplier and poverty reducer.
- 4.2 With the objective of providing rural connectivity, the Government of India had launched the Pradhan Mantri Gram Sadak Yojana (referred as PMGSY-I hereinafter) on 25th December, 2000 to provide all-weather access to eligible unconnected habitations with population up to 500(Census 2001) in plain area and 250 and above in Special category States(States of North East, Jammu and Kashmir, Himachal Pradesh,Uttarakhand),Desert Area as identified by Desert Development Programme and 88 selected Backward Districts as identified by Ministry of Home Affairs/Planning Commission as a strategy for poverty alleviation. However, as the programme unfolded, a need was felt for consolidation of the existing Rural Road Network to improve its efficiency as a provider of transportation services, side by side of continuing the momentum in fast-tracking the completion of the ongoing PMGSY programme. In the year 2013, in order to provide better connectivity to LWE regions, special provision was made to provide connectivity to habitations in the population category of 100-249. Further in the same year, PMGSY-II was launched for upgradation of selected Through Routes and Major Rural Links (MRLs) with a target to upgrade 50,000 km in various states and Union Territories. Subsequently, in the year 2016, Rural Connectivity Projects for Left Wing Extremism Affected Areas (RCPLWEA) was launched as separate vertical under PMGSY

- 4.3 The implementation of the ongoing PMGSY-I and PMGSY-II as also construction and upgradation of non-PMGSY rural roads by states under their own programmes has helped immensely in lifting the income of rural masses. It has also enabled creation of a reasonable absorption capacity of rural works departments and state PWDs, structures and procedures for implementation including quality assurance arrangements. The Union Finance Minister in his Budget Speech on 1st February, 2018 made following announcement:
- 4.4 The PMGSY-III envisages consolidation of the existing Rural Road Network by upgradation of existing Through Routes and Major Rural Links that connect habitations to
- Gramin Agricultural Markets (GrAMs)
 - Higher Secondary Schools
 - Hospitals
- PMGSY-III will include such linkages.
- 4.5 The government is keen to facilitate easy and faster movement to and from the food processing centers, Mandi (Agricultural markets) and other farmer related enterprises. This is expected to transport both agricultural inputs as well as outputs. This not only helps the farm production, but also yields many direct and indirect benefits such as minimizing the spoilage of perishable goods like fresh fruits and vegetables and ensures adequate remunerative prices for them. Such a facility ultimately leads to increased agrarian economy and helps the development of the region, creating multiple opportunities in wage and self-employment.
- 4.6 Affordable and easy access to high schools and higher secondary schools is the need of the hour in the present technological improvements in all sectors. Education leads to multiple opportunities. Improved access to education centers helps in better school attendance and higher level of education.
- 4.7 Providing affordable and easily accessible health facilities is prime focus of the government for which road connectivity plays an important role. All weather roads have shown a very positive correlation to improve in health indicators.
- 4.8 The program will focus on up gradation of existing Through Routes and Major Rural Links based on priority giving importance to critical facilities like the rural markets and education & health facilities. However, new construction may be allowed only as a part of up gradation project to connect Gramin Agricultural Markets(GrAMs)/warehouses, Government hospitals and Educational Institutions, in case they are not connected already with a metall0ed road or require strengthening and widening of existing roads.
- 4.9 The process of identifying and prioritization of the Through Routes and the Major Rural Links under this programme is detailed in subsequent paras.

5. Clarification and Amendments to RFP Documents

- 5.1 You may request for a clarification on any of the RFP documents up to seven days prior to the proposal submission date or in pre bid meeting if held. Any request for clarification must be sent in writing to the addressed to officer on below address

Addl. Chief Engineer,
Uttarakahand Rural
Road Development
Agency Dehradun

These would be clarified at the pre-bid meeting without identifying its source.

5.2 Pre-bid meeting

- 5.2.1 The bidder or his official representative is invited to attend a pre-bid meeting, which will take place on **25-05-2026 at 3:00 PM at URRDA, Uttarakhand.**
- 5.2.2 The purpose of the meeting will be to clarify issues and to answer questions on any matter related to the RFP that may be raised.
- 5.2.3 Non-attendance at the pre-bid meeting will not be a cause for disqualification of a bidder.

5.3 Amendment to RFP

At any time before the submission of proposals, the SRRDA may, whether at its own initiative, or in response to a clarification requested by auditor firms, or in response to queries raised at the pre-bid meeting amend the RFP by issuing an addendum. The addendum shall be published in official website and will be binding on them. To Auditor firms a reasonable time in which to take an amendment into account in their RFP, the SRRDA may at its discretion, if the amendment is substantial, extend the deadline for the RFP submission.

6. Submission of Proposals

6.1 The proposals shall be submitted in two parts, viz., Financial Proposal(**Annexure III**) and Technical proposal (**Annexure IV**). The proposals must be submitted in online mode only.

6.2 The "Technical" and "Financial" Proposals must be submitted in online mode in form of technical bid and financial bid both are separate from.

6.3 At any time before the submission of Proposal, the SRRDA may amend the RFP by issuing an addendum in writing or by standard electronic means. The addendum shall be upload at pmgsy website, will be binding on all bidder. The bidder should acknowledge receipt of all amendments. To give bidders a reasonable time in which to take an amendment into account in their proposals, the SRRDA will, if the amendment is considered as materially substantial, extend the deadline for the submission of Proposal.

6.4 Instructions to Bidders

6.4.1 The bidder shall bear all costs whatsoever associated with the preparation and submission of their Proposals. The costs might include site visit, collection of information, and if selected, attendance at bid opening and contract negotiations.

6.4.2 The URRDA is not bound to accept any proposal and reserves the right to annul the selection process at any time prior to contract award, without thereby incurring any liability to the bidder.

6.4.3 In preparing their proposals, the bidder is expected to examine in detail the documents comprising the RFP. Material deficiencies in providing the information requested may result in rejection of a Proposal.

6.5 Opening of Technical Proposal

6.5.1 An Evaluation Committee (EC) will be constituted by the Addl. CE, Uttarakhand Rural Road Development Agency. The Proposals (First containing Technical Proposals only) will be opened by EC in the Head office of Utrarakhand at **01-06-2026 hours on 3 :00 PM** It may please be noted that the second one i.e. Financial Proposals containing the Price Bid will not be opened until technical evaluation has been completed and the result approved and notified to all the bidders all above process shall be done through online mode.

6.5.2 The URRDA shall simultaneously notify the bidders that have secured the minimum qualifying marks, indicating the date and time set for opening of Financial Proposals. The notification may be sent by registered letter or electronic mail. The bidder's representatives shall be encouraged to be present at the time of opening of the Financial Proposal. The bidders' representatives, who choose to attend the bid opening proceedings, will sign an Attendance Sheet. They should bring a letter authorizing them to attend opening of Financial Proposals.

7. Evaluation of Technical Proposal

7.1 The Technical Proposal will be evaluated on the basis of Evaluation criteria given in Annexure IV total evaluation of 100 marks divided in two parts i.e. 70 for experience and 30 marks for methodology and work plan which in knowledge of PMGSY. For this purpose requisite information is to be furnished by the firms along with supporting Documents. The Auditor will make his own assessment about adequate number of audit teams required for conducting the audit as per the TOR. Each audit team should comprise of Principal/Audit Partner, qualified Audit Manager, semi- qualified assistants and other audit assistants. Details of personnel in each team should be submitted along with proposal.

Staff time estimate for the assignment (per PIU)

PIU turnover (in crores)	Per PIU			URRDA
	Turnover I	Turnover II	Turnover III	
	< 3 cr.	> 3 cr. < 10 cr.	> 10 cr.	
Designation	(B)	(C)	(D)	(E)
Principal/Audit Partner	0.5	1	1	2
Audit Manager/Qualified Auditor	3	3	4	5
Semi qualified assistant	0	3	5	7
Other Assistant	3	2	4	6
Total Man days *	6.5	9	14	20

* One man day is of 8 hrs

** Time estimates for SRRDA also includes the resources requirement for audit of consolidated financial statements.

7.2 The evaluation of team shall be done on the basis of CVs. The number of teams to be deployed for audit may be decided by the bidders in consultation with URRDA based on the number of PIUs, their locations, etc.

7.3 Cut off points for qualifying Technical Proposal

Based on the points and criteria as set out for Technical Proposals, all the bidders who have secured **75 or more points*** shall be treated as successful bidders. Their Financial Proposals shall be opened.

7.4 The EC will record in detail the reasons for acceptance or rejection of the Technical Proposal analyzed and evaluated by it and would recommend the names of Auditor Firm qualified in the Technical Bids to the Competent Authority.

8. Opening of Financial Proposals

8.1 At the second stage, financial bids of only those bidders who have been declared qualified in the Technical proposal will be opened by the EC. The “Financial Proposal” should be submitted in the Schedule – “Price Bid” in **Form No. F-1 in online mode**. The Auditor Firm should provide detailed break-down of Costs Estimates of Services in the format given in **Form No F.-1A (Annexure III)**

8.2 Each Financial Proposal will be inspected by the EC.

8.3 The URRDA’s representatives or member (in EC) will open each Financial Proposal in online mode.

8.4 The bidders representative shall be encouraged to be present at the time of opening of Financial Proposal. The bidder’s representatives, who choose to attend the bid proceeding will sign an Attendance Sheet.

9. Evaluation of Financial Proposals

9.1 The EC will subsequently review the detailed contents of each Financial Proposal. During the examination of Financial Proposals the EC or URRDA’s staff and any other person involved in the evaluation process will not be permitted to seek clarification or additional information from any Auditor Firm who has submitted a Financial Proposal.

9.2 The Financial Proposals will be checked for computational errors or material omissions and prices will be corrected and adjusted as necessary. In the case of material omissions, the cost of the relevant Financial Proposal will be increased by application of the highest unit cost and quantity of the omitted item as provided in the other submitted Financial Proposals.

9.3 The total price (TP) for each Financial Proposal will be determined.

9.4 If a discount has been offered in any Financial Proposal, such discount will be applied pro-rata against each item, i.e., each expert’s remuneration and each out of pocket cost item. However, the discount will not apply to the provisional sums items. The Agency reserves the right to reject, at its sole discretions, any or all evaluated

Financial Proposals and if necessary call for submission of new Financial Proposals. In order to allow comparison on a common basis, each Financial Proposal will be carefully scrutinized in accordance with the procedure outlined above and total price will be determined. The score for each Financial Proposal was inversely proportional to its Total Price (TP) and was computed as follows:-

$$Sf = 100 \times Fm/F$$

Where:

Sf is the financial score of the Financial Proposal being evaluated Fm is the TP of the lowest priced Financial Proposal

F is the TP of the Financial Proposal under consideration.

The lowest evaluated proposal received the maximum score of 100 marks.

9.5 Ranking of Proposals

- 9.5.1 Following completion evaluation of Technical and Financial Proposals, final ranking will done by applying a weightage of 75 percent and 25 percent respectively to the technical financial score of each evaluated qualifying Technical and Financial Proposal and then computing the relevant combined total score for each bidder.
- 9.5.2 A comparative statement shall be prepared by the EC to analyze and select the successful bidder. The bidder obtaining highest score will be selected for award of assignment. This will be approved by the Competent Authority of the URRDA.

10. Confidentiality

Information relating to evaluation of Proposals and recommendations concerning contract award shall not be disclosed to bidders who have submitted Proposals or to other persons not officially concerned with the selection process until the successful firm has been notified and contract awarded.

11. Award of Contract

- 11.1 After completion of negotiations¹, the URRDA shall award the contract to the selected Auditor Firm.
- 11.2 The validity of the proposal shall be for 90 days from the date of opening of the Technical Bid without change in the personnel proposed for the assignment and proposed price. The URRDA will make its best efforts to select an Auditor within this period.
- 11.3 Auditor will be expected to take-up/commence with the assignment within a month of award of assignment order by the SRRDA and complete it by the stipulated time.
- 11.4 Under the overall guidance of the URRDA, the Auditor Firm will work directly with the respective PIUs. The Auditor Firm is expected to conduct audit of URRDA/ PIUs from F.Y. 2025-26. Performance of the Agency would be reviewed at the end of each year and contract may be extended on same terms and conditions if the auditor firm is willing to do so.

- 11.5 The remuneration which the Auditor receives from the contract will be subject to normal tax liability as per the Tax Laws. Kindly contact the concerned tax authorities for further information in this regard, if required¹²

PAYMENT SCHEDULE

The URRDA will pay the firm within 30 days of receipt of pre-receipted bills as per details given below

S.No.	Event	% of contract value
1	Completion of Audit of all units	70%
2	Submission of final audit Report	20%
3	Acceptance of Audit report by URRDA	10%

Note: Contract Value includes Professional Fee plus GST at the prescribe rates.

The above remuneration includes all the costs related to carrying out the services, including overhead and any taxes imposed on the firm

13. PENALTY

The Auditor should clearly understand that submission of audit report by stipulated time is of utmost importance. They should plan audit in such a way that in spite of any contingency audit report is submitted before stipulated date viz 30th September of respective year. Penalty of 1% of contract value for each month or part of month of delay beyond 30th September will be levied on contractor.

ANNEXURE-I

Terms of Reference for Statutory Audit of Uttarakhand Rural Road Development Agencies

Objective: The objective of the statutory audit of the Financial Statements of the Project is to enable the auditor to express a professional opinion on the financial position of the (PMGSY project) carried out by URRDA, at the end of each fiscal year and of the funds received and expenditures for the accounting period ended March 31, as reported by the Financial Statements.

The URRDA's accounts (books of account) and the accounts maintained at various PIUs across the State (annexure, provide the basis for preparation of the Financial Statements (which consists of a Balance sheet and a sources and Uses statement in the format as required under the PMGSY accounting guidelines & operational manual) and are established to reflect the financial transactions in respect of the project.

Scope: The audit will be carried out in accordance with the relevant national standards of auditing, and will include such tests and controls as the auditor considers necessary under the circumstances. In conducting the audit, special attention should be paid to the following:

- All funds spent by URRDA, received from Government of India under the said project have been used in accordance with the conditions as laid down in the PMGSY guidelines / Operational Manual / Financial Management Manual and only for the purposes for which the funds were provided.
- All funds have been used in accordance with the relevant financing agreements, with due attention to economy and efficiency, and only for the purposes for which they were provided.
- All expenditure, including procurement of goods and services, have the necessary supporting documentation and have been incurred in accordance with the Government rules and relevant financing agreement.
- All the goods procured and issues are supported by valid receipt and issue documents and are recorded in the stock/inventory registers and the closing balances worked out correctly. Physical verification of the assets and other inventories would be taken up, as deemed necessary by the auditor.
- Funds transferred to PIUs for incurring expenditure under the project are used for the purposes intended. To establish this, the auditor should visit PIUs and conduct such audit / tests as may be deemed appropriate and necessary for the purposes of the audit.
- The program accounts have been prepared in accordance with consistently applied relevant Accounting Standards/ Rules and give a true and fair view of the financial situation of the Project for the financial year ending March 31 and of receipts and payments for the year ended as on that date.

Financial Statements: The financial statements shall include:

- A summary of funds received, showing the grant in aid/ loan (MORD financed project) and funds received from other sources, donors, if any separately;
- A summary of expenditures shown under the main **project categories of expenditures, both for the current fiscal year and accumulated to date; and**
- A Balance Sheet showing accumulated funds of the project, bank balances other assets of the project.

Time Period for Submission: The audited financial statements including the audit report should be sent to URRDA

within 6 months of closing of the financial year

Management Letter: In addition to the audit reports, the auditor should prepare a “management letter” in which the auditor should:

- Give comments and observations, if any, on the accounting records, systems and controls that were examined during the course of the audit;
- Identify specific deficiencies and areas of weakness (if any) in systems and controls and make recommendations for their improvement;
- Report on the degree of compliance with the financial/ control procedures as documented in the financial manual of the project.
- Communicate matters that have come to attention during the audit which might have a significant impact on the implementation of the society; and
- Bring to attention any other matter that the auditor considers pertinent. The Observations in the Management Letter must be accompanied by a suggested recommendation from the auditors and Management Comments on the Observations/ Recommendations from the Management.

General: The auditor should be given access to all legal documents, correspondence, financial manual, notices from the Project Management/ State Implementing Units and any other information associated with the project and deemed necessary by the auditor. The auditor should also familiarize themselves with the procedures laid down in the following publications:

- a. the tripartite agreement on Banking Arrangements, guidelines for banking arrangement codified in the PMGSY Programme Guidelines,
- b. accounting system of PMGSY codified in Accounts manuals of Program Fund ,Administrative Expenses Fund and Maintenance Fund,
- c. Financial management and auditing of project financed by the codified in the NRRDA PMGSY Supplemental Operation Manual,
- d. PMGSY Online Management, Monitoring and Accounting System.
- e. Standard Bidding Document.

The CA firm entrusted the job of audit should deploy personnel who are conversant with Public Works Account System of **Central PWD/State PWD** at Divisional level. It is also desirable to have at least one team member aware the procurement system of the and the states.

Period of Statutory Audit: The period to be covered under present RFP would be for a financial year i.e from April 2025 to March 2028 The audit will be taken up every year immediate after close of financial year and to be carried out in such a manner that it is completed well before 30th September of that year so that the Project authorities are able to submit the audited financial statement to URRDA before 30th September as required under Agreements.

It is desirable that the CA firm entrusted the job of audit should deploy some personnel who is conversant with Public Works Account System of **Central PWD/State PWD** at Divisional level. It is also desirable to have at least one team member aware with the procurement system of the states.

Consultant is expected to deploy following key personnel & support to accomplish the task:

S.No	Description
1	Team Leader/Audit Partner- Partner of the firm who leads the audit assignment and sign the audit report; has minimum post qualification audit experience of 7 years or more.
2	Audit Manager- a Partner or CA qualified employee who manages and conducts the audit; has minimum post qualification experience of 5 year or more.
3	Qualified Auditors- CAs, who leads the audit teams, conducts field visit and maintains adequate audit documentation; has minimum post qualification experience of at last 1 year with the firm
4	Other audit staff- for conduction field visits

List of PIUs /SRRDA and their location
Detailed List of PIUs

Detail of Agencies:-

Agency	No. of PIUs/Agencies to be Audited
Uttarakhand Rural Road Development Agency Address:- Panchayati Raj office near IT park sahastradhara road Dehradun Uttarakhand.	56

1	DPIU Of Agustumuni (NPCC)	Rudraprayag
2	DPIU Of Almora	Almora
3	DPIU Of Almora (WAPCOS)	Almora
4	DPIU Of Almora-1	Almora
5	DPIU Of Almora-2	Almora
6	DPIU Of Badkot (BRIDCUL)	Uttarakashi
7	DPIU Of Bageshwar	Bageshwar
8	DPIU Nainital (NPCC)	Nainital
9	DPIU of Baijra	pauri
10	DPIU Of Berinag (BRIDCUL)	pithoragarh
11	DPIU Of Bhikiyasain (NPCC)	Almora
12	DPIU Of Chamoli	Chamoli
13	DPIU Of Champawat	Champawat
14	DPIU Of Champawat (NPCC)	Champawat
15	DPIU Of Chinyalisaur	uttarakashi
16	DPIU of Dawarahat	Almora
17	DPIU Of Dehradun	Dehradun
18	DPIU Of Dehradun2	Dehradun
19	DPIU of Didihat	pithoragarh
20	DPIU Of Dugardda (NPCC)	pauri
21	DPIU Of Gairsain (BRIDCUL)	chamoli
22	DPIU Of Garud (BRIDCUL)	Bageshwar
23	DPIU Of Ghansali (WAPCOS)	tehri
24	DPIU Of Haldawani	nainital
25	DPIU Of Haridwar	Haridwar
26	DPIU of Jakholi	Rudraprayag
27	DPIU of Kapkot	Bageshwar
28	DPIU Of Kapkot (WAPCOS)	Bageshwar
29	DPIU of Karanprayag	chamoli
30	DPIU of Karanprayag-1	chamoli
31	DPIU of Kathgodaam	Nainital
32	DPIU Of Kirti Nagar	Tehri
33	DPIU Of Kotdwara	Pauri
34	DPIU of Lohaghat	Champawat

35	DPIU Of Moari (WAPCOS)	Uttarakashi
36	DPIU Of Munsiyari (NPCC)	Pithoragarh
37	DPIU Of Nainital	Nainital
38	DPIU Of New Tehri-3	Tehri
39	DPIU Of Pauri	Pauri
40	DPIU Of Pauri-2	Pauri
41	DPIU Of Pauri-3	Pauri
42	DPIU Of Pithoragarh	Pithoragarh
43	DPIU of Pithoragarh-2	Pithoragarh
44	DPIU of Purola	Uttarakashi
45	DPIU Of Rudraprayag	Rudraprayag
46	DPIU Chamoli (B&R)	Chamoli
47	DPIU Of Salt (NPCC)	Almora
48	DPIU Of Tehri	Tehri
49	DPIU Rudraprayag (B&R)	Rudraprayag
50	DPIU Of Tehri-1	Tehri
51	DPIU Of Tehri-2	Tehri
52	DPIU Of Tharali (NPCC)	Chamoli
53	DPIU Of Udham Singh Nagar	Udham Singh Nagar
54	DPIU Of Uttarkashi	Uttarakashi
55	PIU Dharchula	Pithoragarh
56	URRDA	Dehradun

*** If any new office is created or added in above list, the Audit work of the same will be included in the Scope of work and no extra remuneration will be granted for this.**

Form No. F-1 (Refer to Para 8 of RFP)
Price Bid

Designation	No of Man-days	Fee Rate per annum [excluding GST]	Total
Principal/Audit Partner			
Audit Manager/Qualified Auditor			
Semi qualified assistant			
Other Assistant			
Total Man days			

Signature

(Authorized representative of Auditor)
Seal of the Auditor Firm

Note:-

1. The rates quoted are for one year which will be applicable for subsequent years also.
2. GST as applicable on the date of payment will be paid extra by the URRDA.
3. TDS or other statutory deductions as applicable will be deducted by the SRRDA at the rates notified by Government of India from time to time from each bill.

Form No. F-1 A (Refer to Para 8 of RFP)

Break up of Cost Estimate of Services

Sl. No.	Particulars	Amount (Rs.)
1.	Remuneration to staff	
2.	Out of pocket expenses	
3.	Contingency charges	
4.	Total cost estimates	

Signature

(Authorized representative of Auditor)

Seal of the Auditor Firm

Note: The amount of total of cost estimate (F-1A) should agree with the total amount written in Price Bid (F-1). In case of discrepancies in the amounts, the amount quoted in Price bid form F-1 would prevail.

Technical proposal evaluation – Criteria and Scoring Scheme

Criteria	Scoring	Maximum Points	Documentation
1.Long standing of the firm	1 point for each year of existence <u>over 10 years</u>	5	Date of Constitution of the firm as evidenced from the firm constitution certificate issued by ICAI
2.Turnover of the firm for the last three financial years (FY) from audit and assurances services (“Specified Turnover”)	<ul style="list-style-type: none"> ●10 points for Specified Turnover of Rs. 20 Lakh. or above in average of the last three FYs. 	10	“Turnover” would mean the professional fee earned excluding GST. Audited Profit and loss statements should be attached.
3.Experience and Association of Partners	<ul style="list-style-type: none"> ● 3 points for each Partner with PQE of 10 years or more with the firm ● 2 points for each Partner with PQE of 5 years of more with the firm ● 1 point for each Partner with PQE of 2 years or more with the firm <p>On the date of published of RFP</p>	15	List of Partners with date of qualification and number of years of PQE with the firm supported by the latest firm constitution certificate issued by ICAI should be attached.
4.Experience and Association of qualified full time staff (being CA)	<ul style="list-style-type: none"> ● 5 points for each full time with PQE of 10 years or more with the firm ● 2 points for each full time with PQE of 5 years of more with the firm ● 1 point for each full time with PQE of 2 years or more with the firm <p>On the date of published of RFP</p>	5	List of qualified staff (CA) with date of qualification and number of years of PQE with the firm supported by the latest firm constitution certificate issued by ICAI should be attached.
5.Experience of the firm during the last 5 years and audit of Statutory/Internal Audit/ of:			List of the clients audited by the firm and signed under the firm name only not in the joint venture, self-attested copies of the appointment letters (only assignments in respect of which audit report has been issued during the last 5 years from date of RFP and pertaining to project as a whole should be included)

a. Projects financed by bilateral or multilateral agencies in same sector in which audit fee is more than 5 lakh rupees (only Government and PSU)	5 points for each financial year.	15	
b. Experience of working with PMGSY	5 points for each financial year.	15	
6. Presence in the state where project head quarters is located	• 5 points if the head office of the applicant firm is located at Uttarakhand (at the	5	Latest firm constitution certificate issued by ICAI Date of establishment of the

Criteria	Scoring	Maximum Points	Documentation
	project head quarter) for more than to 10years • 3 points if a branch office of the applicant firm is located at Uttarakhand for at least 7 to 10 years and headed by a partner of the firm		branch and name of Partner/CA qualified employee in charge of the firm
	Total	70	Minimum 60 marks required to qualify for second part T.E.
Part B .Adequacy of The proposed methodology and work plan in responding to the Terms of Reference and Pmgsy requirements	• Quality of the audit methodology proposed for the assignment and working PMGSY	20 Refer grid given at the end	
	• Detailed Work Plan meeting the requirement of the assignment – <i>Adequacy and practicality of the Audit Work Plan suggested for the assignment in achieving the timelines provided in the RfP</i>	5	
	• Organization and Staffing proposed for the assignment – <i>1 point for each qualified staff (other than Team Leader and Audit Manager) proposed for the assignment</i>	5	
	Total	30	

S. No	Methodology	Max Score
1	Overall approach to the audit assignment for providing opinion on the project financial statements, the adequacy of internal controls and funds have been utilized for the intended purposes in accordance with the project legal agreement/s , working system of pmgsy.	10
2	Opinion on the compliance with PMGSY procurement guidelines.	5
3	Approach in preparing the Management Letter & Quality assurance mechanism	5
	Total	20

-
- In the case of tie between the bidders the one who have highest average turnover in last 3 financial years will be awarded with the assignment.

Sample form of contract for Audit

Subject: **Agreement between URRDAand (Name of Auditor Firm) in respect of Audit of PMGSY Accounts of PIUs and URRDA.**

1. This CONTRACT is made the [day] of the [month], [year], between the (Name of SRRDA and office address) [hereinafter called the “Employer”], of the first part and, [name of the Auditor Firm] (hereinafter called the “Auditor Firm”).

WHEREAS

The Firm having represented to the “Employer” that he has the required professional skills, personnel and technical resources, has offered to provide in response to the Tender Notice dated_____issued by the Employer ; and

The “Employer” has accepted the offer of the Auditor Firm to provide the services on the terms and conditions set forth in this Contract.

2. Set out below are the terms and conditions under which Auditor Firm has agreed to carry out for SRRDA the above-mentioned assignment specified in the attached Terms of Reference (TOR).
3. For administrative purposes, Empowered Officer of State Rural Roads Development Agency (SRRDA) has been assigned to administer the assignment and to provide of Auditor Firm with all relevant information needed to carry out the assignment. The services will be required for about years commencing from_____to Performance of the agency would be reviewed at the end of each year based on definite measurable indicators and the contract may be terminated after giving one month notice if performance of the agency is found unsatisfactory.
4. The Employer may find it necessary to postpone or cancel the assignment and/or shorten or extend its duration. In such case, every effort will be made to give you, as early as possible, notice of any changes. In the event of termination, the Auditor Firm shall be paid for the services rendered for carrying out the assignment to the date of termination, and the Auditor Firm will provide the SRRDA with any reports or parts thereof, or any other information and documentation gathered under this Agreement prior to the date of termination.
5. The services to be performed, the estimated time to be spent, and the reports to be submitted will be in accordance with the attached Description of Services.
6. This Agreement, its meaning and interpretation and the relation between the parties shall be governed by the laws of State Government.
7. This Agreement will become effective upon confirmation of this letter by Auditor Firm and will terminate on

_____, or such other date as mutually agreed between the SRRDA and the Auditor Firm.

8. Payments for the services for every year will not exceed the total amount of Rs._____. The SRRDA will pay the firm within 30 days of receipt of pre-receipted bills duly verified by the designated officer of the SRRDA in duplicate for respective stages as follows:

The above remuneration includes all the costs related to carrying out the services, including overhead and any taxes imposed on [Name of Consultant].

In case the number of PIUs is increased or decreased, the amount of audit fees shall be determined pro rata.

9. The [Name of Consultant] tor Firm will be responsible for appropriate insurance coverage. In this regard, the [Name of Consultant] shall maintain workers compensation, employment liability insurance for their staff on the assignment. The Auditor Firm shall also maintain comprehensive general liability insurance, including contractual liability coverage adequate to cover the indemnity of obligation against all damages, costs, and charges and expenses for injury to any person or damage to any property arising out of, or in connection with, the services which result from the fault of the [Name of Consultant]or its staff. The [Name of Consultant] shall provide the SRRDA with certification thereof upon request.
10. The [Name of Consultant] shall indemnify and hold harmless the Employer against any and all claims, demands, and/or judgments of any nature brought against the Employer arising out of the services by the [Name of Consultant] under this Agreement. The obligation under this paragraph shall survive the termination of this Agreement.
11. The [Name of Consultant] agrees that, during the term of this Contract and after its termination, the Auditor Firm and any entity affiliated with the [Name of Consultant], shall be disqualified from providing goods, works or services (other than the Services and any continuation thereof) for any project resulting from or closely related to the Services.
12. All final plans, reports and other documents or software submitted by the [Name of Consultant] in the performance of the Services shall become and remain the property of SRRDA. The [Name of Consultant] may retain a copy of such documents but shall not use them for purposes unrelated to this Contract without the prior written approval of the NRRDA.
13. The [Name of Consultant] undertake to carry out the assignment in accordance with the highest standard of professional and ethical competence and integrity, having due regard to the nature and purpose of the assignment, and to ensure that the staff assigned to perform the services under this Agreement, will conduct themselves in a manner consistent herewith.\The [Name of Consultant] will not assign this Contract or sub-contract or any portion of it without the SRRDA prior written consent.

14. The [Name of Consultant] shall pay the taxes, duties fee, levies and other impositions levied under the applicable law and the SRRDA shall perform such duties, in regard to the deduction of such tax, as may be lawfully imposed.
15. The [Name of Consultant] also agree that all knowledge and information not within the public domain which may be acquired during the carrying out of this Agreement, shall be, for all time and for all purpose, regarded as strictly confidential and held in confidence, and shall not be directly or indirectly disclosed to any person whatsoever, except with the SRRDA written permission.
16. Settlement of disputes:
 - (i) The parties use their best efforts to settle amicably all disputes arising out of or in connection with this agreement or the interpretation thereof.
 - (ii) Any dispute between the parties as to matters arising pursuant to this agreement, which cannot be settled amicably within thirty (30) days after receipt, by one party of the other party's request for such amicable settlement may be submitted by either party for settlement in accordance with the provisions specified in clause 17 (iii) hereof.
 - (iii) If any dispute or difference of any kind whatsoever shall arise in connection with or out of this Contract and which is not amicably settled between the [Name of Consultant] and SRRDA shall be referred to adjudication/ arbitration in accordance with Arbitration & Conciliation Act, 1996.

