INDIAN INSTITUTE OF TECHNOLOGY MADRAS (IITM)

NOTICE INVITING EXPRESSION OF INTEREST

Request for Expression of Interest (EOIs) for Empanelment for a Panel of Chartered Accountants for the Development of Vaigai and Sarayu Hostels at IIT Madras Campus on PPP mode

Reference No: CE/EOI/2026/070/CHARTACC

Tender Published date	:	**12.08.2026**
Last date for receipt of tender	**:**	**02.09.2026 @ 3:00 PM**
Date & time of opening of tender	**:**	**03.09.2026 @ 3:00 PM**

1)	**Pre-bid Meeting Details**	**:**	If required will be intimated
2)	**ICSR Vendor Registration**	**:**	**Vendor registration:** Vendor registration with IC&SR (IITM) is mandatory for bidders to participate in tenders. ** **For Vendor Registration & Guidelines, Please follow the websi** https://icandsr.iitm.ac.in/vendor/ Helpdesk: vendorhelpdesk@icsrpis.iitm.ac.in

Empanelment of Chartered Accountant Firms

Indian Institute of Technology Madras (the "IITM" or "Authority") is a premier institute engaged in improving the quality of higher education in India, and as part of this endeavour, the Authority has decided to undertake the development, operation/maintenance of Student Hostel Vaigai and Sarayu hostel at the Authority's campus through Public-Private-Partnership (PPP) mode. Authority has selected the private partner (the **"Concessionaire"**) for the Project, with whom a concession agreement has been signed (the **"Concession Agreement"**). As per the provisions of the Concession Agreement, Authority needs to empanel a panel of Chartered Accountants for appointment as Statutory Auditor by Concessionaire, Additional Auditor and/or Concurrent Auditor by Authority, as required during the concession period of the Project.

Broad Scope of Work

The scope of work for the firms will be provided along with an invitation to quote for the appointment of Statutory Auditor, Additional Auditor, and/or Concurrent Auditor post this empanelment.

1.0 Bidder Eligibility Criteria:

I	**Bidder Eligibility Criteria**	**Complied/Not Complied**	**Ref Page No.**
1	IC&SR (IITM) - Vendor Registration ID/Proof		
2	**Land Border Certificate**: The Bidder shall submit a certificate (**ANNEXURE–IV**) regarding restrictions on procurement from a OEM/bidder of a country which shares a land border with India		
3	**Bidder's Undertaking**: By submitting this bid, the bidder undertakes to comply with the terms and conditions in (**ANNEXURE–V**), and not to deviate from the bid, except as provided.		

4	**Non-Debarment Declaration:** The firm or any of its partners should not have been disqualified or black-listed by the Government of India/State Government/ Institute of Chartered Accountants of India (ICAI)/ Comptroller and Auditor General of India (C&AG) or the Authority/ any financial sector regulator in the last 5 years (**ANNEXURE-III**)		
5	The bidder will submit a “No Conflict of Interest” declaration in (**ANNEXURE – VI**)		
6	The Bidder must submit their valid PAN, GST Registration Certificate for Domestic vendors and Business Registration Certificate and Tax Residential Certificate (TRC) if applicable for Foreign vendors		
7	Auditor shall be a Partnership Firm with a minimum of one partner being a Fellow Chartered Accountant.		
8	The firm should have conducted a statutory audit of the annual accounts of at least one hundred companies registered under the Companies Act, 1956/2013, including any re-enactment or amendment thereof, of which at least ten should have been public sector undertakings;		
9	The firm should have at least 5 (five) practicing Chartered Accountants (should have cleared the CA Final Exam) on its rolls, each with a minimum experience of ten years in the audit profession;		
10	The firm should have an office in Chennai with at least 2 (two) practicing Chartered Accountants on its rolls;		
11	No disciplinary action should be pending with the ICAI/ C&AG/any financial sector regulator against the firm or against any of its partners;		

12	Fees will be decided based on the scope and volume of work as per the rates called for from the empanelled firms.		

2. Submission of Proposals

Interested firms that meet the eligibility criteria shall submit an application and supporting documents in the formats specified in Annexures I to VI for evaluation.

Eligible and interested firms are invited to submit their proposals by selecting the appropriate tender in the e-procurement portal and fill them with all relevant information and submit the completed tender document online on the website https://etenders.gov.in/eprocure/app as per the bid submission schedule.

No manual bids will be accepted. All tender documents should be submitted in the E-procurement portal.

For any clarification, Applicants may reach out to muralij@civil.iitm.ac.in and gettu@iitm.ac.in before the bid submission end date.

3. Selection Process

i. The information furnished by each firm shall be scrutinized and evaluated by the Authority. Only those bidders who have fully complied with and submitted necessary documents against the Eligibility Criteria and the respective Annexures in this tender, will alone be considered for the selection process.

ii. 1 (one) point shall be awarded for each annual audit of the companies with an annual turnover of the last Financial Year (2025-26) exceeding **Rs. 25,00,00,000** (Rs. twenty-five crore), whose annual accounts were audited by such firm in any of the preceding 5 (five) Accounting Years. For the avoidance of doubt and by way of illustration, a firm that has conducted an audit of the annual accounts of any such company for 5 (five) years shall be awarded 5 (five) points.

iii. The Authority shall prepare a list of all the eligible firms along with the points scored by each such firm, and 5 (five) firms scoring the highest points shall be identified and included in the draft Panel of Chartered Accountants.

iv. The Authority shall convey the aforesaid draft panel of firms to the Concessionaire for scrutiny and comments, if any. The Concessionaire shall be entitled to scrutinize the relevant records of the Authority to ascertain whether the selection of firms has been undertaken in accordance with the prescribed procedure, and it shall send its comments, if any, to the Authority within 15 (fifteen) days of receiving the aforesaid panel.

v. The Authority shall, after considering all relevant factors, including the comments, if any, of the Concessionaire, finalize and constitute a panel of 5 (five) firms which shall be deemed to be the mutually agreed Panel of Chartered Accountants.

vi. The maximum number of firms to be empaneled shall be 5 (five).

vii. In case of a tie in the scores/points of the firms fulfilling the eligibility requirements, the firm that has conducted a higher number of statutory audits (as defined under Sl. No. 5 in Annexure I - Checklist, subject to fulfilling the minimum requirements) will be given higher priority for empanelment.

viii. After empanelment, the invitation and selection of Statutory Auditor will be at the discretion and requirements of the Concessionaire; Additional Auditor (if required) and/or Concurrent Auditor (if required) shall be at the IITM's discretion and requirements.

ix. IITM reserves the right to reject any or all applications without assigning any reason.

4. Cancellation of Empanelment and Allotment of Audit:

The empanelment of the Auditor will stand cancelled, without any prejudice to all available legal/other remedy/recourse in the event of any of the following:

i. If the empanelment has been obtained on the basis of false information/misstatement.

ii. If the Auditor fails to take up the scope in terms of the letter of award or agreement, if appointed post this empanelment.

iii. If the Auditor fails to maintain/honour confidentiality & secrecy in all respects.

iv. If the Auditor fails to comply with any of the eligibility criteria/other terms & conditions.

5. Validity of Empanelment

The panel of Chartered Accountants shall be valid for a period of 3 years, extendable by another 2 years at the discretion of IITM.

Annexures

A. **Annexure–I:** Checklist
B. **Annexure- II:** Application Form for Empanelment
C. **Annexure–III:** Self- Declaration
D. **Annexure –IV**: Land Border Certificate
E. **Annexure- V**: Bidder's Undertaking
F. **Annexure-VI**: No Conflict of Interest

Annexure I - Checklist

Sl. No.	Requirements	Supporting Documents Required	Documents Submitted (Yes/No)
1	The firm should be a partnership firm registered	Registration certificate/Partnership Deed and Certificate of Practice	
2	The firm should have at least 1 FCAs in the partnership firm.	Certificate of Practice	
3	The firm shall have an office located in Chennai	Self-Attested copy of the telephone bill/ Electricity Bill /Registered Lease Deed/ the Constitution certificate issued by ICAI to the entity supporting the address in Chennai	
4	The applicant entity should not have been banned/declared ineligible for corrupt and fraudulent practices by the Govt. of India/State Govt / ICAI/C&AG/any financial sector regulator, and should not have any disciplinary proceedings pending against the applicant firm or any of the partners with ICAI/ C&AG/any financial sector regulator	Self-Declaration in the format given as per Annexure III	
5	The firm should have conducted a statutory audit of the annual accounts of at least one hundred companies registered under the Companies Act, 1956/2013, including any re-enactment or amendment thereof, of which at least ten should have been public sector undertakings.	The following details are to be provided for each of the Company (for which a Statutory Audit has been conducted by Applicant), duly signed by the Authorised Signatory: i. Name of the company for which a statutory audit has	

Sl. No.	Requirements	Supporting Documents Required	Documents Submitted (Yes/No)
		been conducted by the Applicant, ii. Year(s) for which Statutory Audit has been conducted by Applicant, iii. Date of appointment as Statutory Auditor for the Company, iv. Name, email ID, and mobile number. of the contact person in the Company for which a Statutory Audit has been conducted.	
6	Details of Annual Audit conducted in any of the preceding 5 (Five) Financial Years for companies with an annual turnover of the last Financial Year (2025-26) exceeding Rs. 25,00,00,000 (Indian Rupees twenty-five crore):	Details under Annexure II, along with i. Letter of engagements/appointments from the companies for conducting the Annual Audit, ii. Audited financial statement of 2025-26 of the companies for which an Annual Audit has been conducted in support of the turnover. Note: for point ii above, in case of inability to submit the audited financial statements owing to confidentiality agreements, the authorised signatory should submit an	

Sl. No.	Requirements	Supporting Documents Required	Documents Submitted (Yes/No)
		undertaking to this effect, duly confirming that the annual turnover of the last financial year (2025-26) of the companies for which an annual audit has been conducted exceeded Rs. 25,00,00,000 (Indian Rupees twenty-five crore).	
7	The firm should have at least 5 (five) practicing Chartered Accountants (should have cleared the CA Final Exam) on its rolls, each with a minimum experience of ten years in the audit profession.	Details under Annexure II, along with a certificate from the Human Resource Department of the Applicant certifying the details	

ANNEXURE-II

APPLICATION FORM FOR EMPANELMENT

To
The Registrar
Indian Institute of Technology Madras, Chennai-600036
Tamil Nadu

Sl. No.	Particulars	Details
1	Name of the CA Firm	
2	Address of Head Office	
3	Number of Branch Offices	
4	Address of the office in Chennai and the number of practicing Chartered Accountants on its rolls in the office	
5	Constitution (Proprietor/LLPs etc.)	
6	Date of Establishment	
7	Registration Number of the firm	
8	Manpower:	
	A) Chartered Accountants on its rolls (Details to be provided under S no. 9 below):	
	(i) Partners ____	
	ii) Others ____	
	B) Articles: _____	
	C) Partner/ Staff with DISA/ CISA qualification No.	
	D) Details of Partner(s) being a Fellow Chartered Accountant (FCA) - *(Need to submit documentary evidence for FCA)*	Name: Qualification: ICAI Membership: Years of experience in audit work:

9 Brief profile of Chartered Accountants on its rolls in the following manner: (Note: A certificate from the Human Resource Department of the Applicant certifying the details below to be submitted)				
Name and Designation	**Date of Passing of CA Final Exam**	**ICAI Membership / Date of Certificate of Practice**	**Number of years of experience in audit work**	**Whether FCA (Yes/no)**

10	Number of companies registered under the Companies Act, 1956/2013, including any re-enactment or amendment thereof for which Statutory Audit of the annual accounts have been undertaken by the firm: Note: Supporting document as mentioned under S no. 5 under Annexure I should be submitted
11	Number of public sector undertakings for which a statutory audit of the annual accounts has been undertaken by the firm: Note: The supporting document mentioned under S no. 5 in Annexure I should be submitted.
12	Details of Annual Audit conducted in any of the preceding 5 (Five) Financial Years for companies with an annual turnover of the last Financial Year (2024-25) exceeding Rs. 25,00,00,000 (Rs. twenty-five crore):

Sl. No.	Name of the Company registered under the Companies Act 1956/2013	Years for which annual audits have been conducted in the preceding 5 (Five) Financial Years	Turnover of the last Financial Year (2024-25)

	Note: The Applicants need to submit supporting documents such as: i. Letter of engagements/appointments from the company for conducting the Annual Audit ii. Audited financial statement of 2024-25 of the company for which an audit has been conducted in support of the turnover

Further, I _______________ (*Name of the Authorized Person)* hereby declare that the information given above and in the enclosed documents is true to the best of my knowledge and belief and nothing has been concealed therein.

Signature of Authorized Signatory

Name & Designation
Contact No.
Date:
Place:

Seal of the Firm

Annexure III Self- Declaration

(to be furnished on the letterhead of the firm)

To,
The Registrar
Indian Institute of Technology Madras, Chennai-600036
Tamil Nadu,

Dear Sir,

SUBJECT: Request for Expression of Interest (EoI) for Empanelment for a Panel of Chartered Accountants for the Development of Vaigai and Sarayu Hostels at IIT Madras Campus on PPP mode.

We agree to undertake the assignments, if allotted, strictly in accordance with the scope of work to be prescribed. We further confirm that no conflict of interest shall arise from our engagement with IIT Madras during their engagement of work with the Authority.

We hereby declare that our firm does not have any pecuniary liability or any claim/disciplinary/legal proceeding pending against us/ our partners, or any other cause which could hamper our ability to render the services as envisaged. We further declared that:

i. There has not been any disciplinary action initiated or pending or contemplated / suspension of practice or disqualification/blacklisting/debarment against us/any of our partners from conducting any activity by Govt. of India / State Govt / Institute of Chartered Accountants of India (ICAI) / Comptroller and Auditor General of India (C&AG) or the Authority / any financial sector regulator during the last five years.
ii. None of our partners/employees have been convicted of any offence involving moral turpitude or have been found guilty of any economic offence.
iii. No appeal/unresolved dispute/suit/case/application has been pending at any court in India regarding the existence of the business/ right to carry on practice of our firm or any of its partners.
iv. We or our affiliates have, during the last three years, neither failed to perform any agreement, as evidenced by imposition of a penalty by an arbitral or a judicial pronouncement or arbitration awarded against us or our Affiliates, nor has been expelled from any project or agreement nor had any agreement terminated for breach by us or our affiliates.

If the aforesaid representation /declaration or information is found to be incorrect, we agree that the IITM shall be entitled to terminate the agreement, if executed, or initiate suitable disciplinary action, including blacklisting, as deemed fit and appropriate by the IITM, without reference to us.

Signature of Authorized Signatory

Place:
Name & Designation:

Seal

ANNEXURE – IV

Land Border Sharing Declaration
(Certify A or B)

(To be given on the Letterhead of the Supplier / Bidder)

In-line with Department of Expenditure's (DoE) Public Procurement Division Order

Quotation / Tender No.____ Dated: ____________

CERTIFICATE

(Bidders from India & other countries which **do not** share land border with India)

(A) "I/We hereby certify that I/ we _________________________ (Name of the bidder) is/are not from a country which shares a land border with India viz., China, Hong Kong, Pakistan, Bhutan, Nepal, Myanmar, Afghanistan, Macao, Bangladesh and eligible to be considered for this tender.

"Further, I/we also certify that I/we do not have any Transfer of Technology (ToT) arrangements with a land border sharing country of India"

OR

(Bidders from Country which shares a land border with India)

(B) I/We hereby certify that I/ we___________________ (Name of the bidder) is/are from a country which shares a land border with India viz., China, Hong Kong, Pakistan, Bhutan, Nepal, Myanmar, Afghanistan, Macao, Bangladesh and/or have Transfer of Technology (ToT) arrangement with the aforesaid countries.I/We__________________ (Name of the bidder) is/are from___________________(Name of the Country) and has been registered with the Competent Authority. I / We also certify that I fulfil all the requirements in this regard and is / are eligible to be considered. (Copy/ evidence of valid registration by the Competent Authority from Government of India, Ministry of Commerce and Industry, Department for Promotion of Industry and Internal Trade (Public Procurement Section), Udyog Bhawan, New Delhi is to be attached)

Place: Signature of the Bidder

ANNEXURE – V

UNDERTAKING - ACCEPTANCE OF TERMS& CONDITIONS OF TENDER

(ON Bidder Letter Head)

Date: _______________

To
The Chief Manager (Project Purchase)

Sub: ***Acceptance of Terms & Conditions of Tender.***

Bid No: ______________________________________

Name of Bid / Work: ________________________________

Dear Sir,

1. I/ We have downloaded / obtained the tender document(s) for the above mentioned „Tender" from the web site(s) namely as per your advertisement, given in the above mentioned website(s).

2. I/ We hereby certify that I/ we have read the entire terms and conditions of the tender documents (including all documents like annexure(s), schedule(s), etc.,), which form part of the contract agreement and I/ we shall abide hereby by the terms/ conditions/ clauses contained therein.
3. The corrigendum(s) issued from time to time by your department/ Organization too have also been taken into consideration, while submitting this acceptance letter.

4. I/ We hereby unconditionally accept the tender conditions of above-mentioned tender document(s)/ corrigendum(s) in its totality/ entirety.

5. I/ We certify that all information furnished by our Firm is true & correct and in the event that the information is found to be incorrect/ untrue or found violated, then your department/ Organization shall without giving any notice or reason therefore or summarily reject the bid or terminate the contract, without prejudice to any other rights or remedy including that we can be debarred for a period up to two years as, per Rule 151(iii) of GFR 2017, in case of false declaration.

Yours Faithfully,
(Signature with Date and Stamp of the Bidder)

ANNEXURE –VI

DECLARATION: Code of Integrity & conflict of interest
(On letterhead of the Bidder duly stamped and signed)

Ref. No: ______________________ Date ______________

To,

The Chief Manager (Project Purchase)

Sir,

With reference to your Tender No.________________dated _____________I/We hereby declare that we shall abide by the Code of Integrity for Public Procurement as mentioned under **Point No. (29 to 30.3)** of your Tender document and have no conflict of interest as mentioned under **Point No. (29 to 30.3)** of Tender. The details of any previous transgressions of the code of integrity with any entity in any country during the last three years or of being debarred by any other Procuring Entity are as under:

(a)
(b)
(c)

We undertake that we shall be liable for any punitive action in case of transgression/ contravention of this code.

Thanking you,

Yours sincerely,

Signature
(Name of the Authorized Signatory)
Company /Firm etc.