Notice Inviting Expression of Interest for engagement of Chartered Accountants Firms for Statutory Audit of various units of the Institute of Chartered Accountants of India (ICAI)

[Announcement No. EOI/SA/2019-20 Dated 18/04/2019]

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ICAI invites applications from eligible Chartered Accountant firms for appointment as Statutory Auditor for its units i.e. Branches and Decentralized Offices (Details whereof are given at ***Annexure – "A"*** *hereto)* for the financial year 2019-20.

A. Eligibility Criteria:

1. Basic Criteria:

S. No.	***Categories***	***Basic Criteria***
1.	**Decentralized Offices, Branches located at Decentralized Offices and Centre of Excellence**	➢ Firm with a minimum of 5 partners of which at least 2 partners should be FCAs. ➢ Firm's standing should be of at least 10 years. ➢ The firm should have minimum Statutory Audit experience of 5 years in public sector undertakings / banks branches. ➢ At least two partners should have a continued association of 5 years or more with the firm. ➢ Head Office of firm should be located at the concerned district/city.
2.	**Branches**	
•	**having membership strength more than 1000 (other than branches located at Decentralized Offices)**	➢ Firm with a minimum of 3 partners of which at least 1 partner should be FCA. ➢ Firm's standing should be of at least 7 years. ➢ The firm should have minimum Statutory Audit experience of 5 years in public sector undertakings / banks branches. ➢ Head Office of firm should be located at the concerned district/city.
•	**having membership strength from 500 to 1000**	➢ Firm with a minimum of 2 partners of which at least 1 partner should be FCA. ➢ Firm's standing should be of at least 5 years. ➢ The firm should have minimum Statutory Audit experience of 3 years in public sector undertakings / bank branches.

S. No.	*Categories*	*Basic Criteria*
		➢ Head Office of firm should be located at the concerned district / city.
•	**having membership strength less than 500 members**	➢ Either proprietorship or partnership Firm. ➢ Firm's standing should be of at least 3 years. ➢ The firm should have minimum Statutory Audit experience of 1 year in public sector undertakings / bank branches. ➢ Head Office of firm should be located at the concerned district/city.

2. The firm must have GST Registration Number and should submit the copy thereof along with audit fee bill.
3. ***Disqualifications***: The Chartered Accountants Firm shall not be eligible to apply if:

- The Chartered Accountants Firm or any of its partners has been declared guilty of any professional and/or other misconduct under the provisions of the Chartered Accountants Act, 1949 during the current year and immediate past five years.
- The firm or any of its partners has any pecuniary or other interest in the ICAI such as faculty, examiner, observer etc.
- Any of the partners of the firm or their relative is / was a member of Central Council/ Regional Council, Branch Managing Committee of ICAI during the current year and immediate past four years i.e. from 1st April, 2015 to till date.
- The audit firm is having association with foreign audit firms.

Declaration:

The Chartered Accountants Firm while expressing their interest shall be required to submit a declaration that they do not suffer from any of the above disqualifications and the details furnished in this regard are true and correct. Any incorrect information furnished by the applicant shall lead to rejection of the application.

B. Scope of Work:

The auditors shall make a report to the Council of ICAI on the accounts examined by them, on each balance sheet and income and expenditure account or on other document annexed thereto, taking into consideration the relevant sections of The Chartered Accountants Act,

1949 and The Chartered Accountants Regulations, 1988. The audit report shall be in prescribed format.

The audit report shall be on half yearly basis in addition to the report on annual accounts for the year ended 31.03.2020. The half yearly and yearly report shall be submitted within 30 days from the end of respective period.

C. Audit Fee: The payment for the said assignment shall be as specified in ***Annexure – "A"*** hereto. The fees shall be inclusive of out of pocket expenses. No TA/ DA or out of pocket expenses shall be paid. However, the fees shall be exclusive of GST and shall be paid on submission of final audit report.

D. Other Terms & Conditions:

1. Interested firms of Chartered Accountants which meet the pre-qualification criteria may furnish their Expression of Interest at the following link: https://forms.office.com/Pages/ResponsePage.aspx?id=DOHFOzhjoU6NJ-O1tggEOts12StCuxZCn-Y_nFa5OQJUREdIVjdPUzc2WVRWMzZDN0tHOVkyNU5RSy4u
2. There shall be no fee for the application.
3. The application for the said assignment shall be accepted only through the above link and should be submitted latest by 03/05/2019 up to 1600 hours.
4. Queries, if any, in this regard may be sent to stat.audit@icai.in. Any communication other than email will not be entertained. The last date for receipt of queries regarding submission of expression of interest is 30/04/2019 up to 1600 hours.
5. Any amendment / corrigendum / clarification to the EOI will be posted on the website of the Institute of Chartered Accountants of India, i.e. www.icai.org.
6. The ICAI shall not be liable for non receipt/Late receipt of any of the EOIs.
7. The ICAI reserves the right to reject any of the applications or whole process without assigning any reason at any time and may call for any other details or additional information from any of the applicants/members at its own discretion. Non submission of details sought for will render the firm ineligible for the assignment. In this regard, the decision of ICAI shall be final and binding on all the applicants.
8. The decision of the Audit Committee of ICAI shall be final as regards to the criteria to finalize the firm out of the applications so received and selection of auditors.

9. Incomplete applications shall be summarily rejected.
10. Audit shall be conducted by appointed firm only and shall not be allowed to sublet the audit assignment.
11. The auditor shall maintain confidentiality of information obtained during the course of audit.
12. The engagement of the auditor shall terminate on acceptance of the final Audit Report by ICAI. However, ICAI may terminate the engagement of the auditor, at any time, without assigning any reason. In such cases, the firm shall not be eligible for any remuneration.
13. In case of any dispute or difference arising out of or in connection with any of the terms and condition to this Notice / Engagement, in the first instance, the parties shall try to resolve the same by mutual consultation, failing which the same shall be referred to the sole arbitrator to be appointed mutually by the parties. The Arbitration and Conciliation Act, 1996 and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings. Arbitration proceedings shall be held at Delhi and the language of the arbitration proceeding shall be in English. The arbitral award shall be final and binding upon both the parties. All arbitral awards shall be in writing and shall state the reasons therefor. The cost of the arbitration shall be borne by both the parties.
14. Subject to the arbitration clause as mentioned above, the Courts at Delhi/New Delhi shall have the exclusive jurisdiction to try any suit in the matter.
15. Detailed profile of the firm giving details of experience as statutory auditors of public sector undertakings / bank branches be mailed at stat.audit@icai.in.
16. Declaration with respect to para 3 of ***Eligibility Criteria*** to be mailed at stat.audit@icai.in.

Annexure – "A"

Name of the units for which applications are sought

A) Decentralized Offices and Branches located at Decentralized Offices

S. No.	*Region*	*Name of the unit*	*Audit Fees*
1	Central	Indore DCO & Branch	60000
2	Eastern	Eastern Regional Office, Kolkata	80000
3	Western	Thane DCO & Branch	60000

B) **Centre of Excellence - Hyderabad**

S. No.	Region	Name of the unit	Audit Fees
1	Central	Centre of Excellence - Hyderabad	42000

C) **Branches having membership strength more than 1000 (other than branches located at Decentralized Offices)**

S. No.	Region	Name of the unit	Audit Fees
1	Central	Bhopal	40000
2	Western	Kalyan Dombivli	40000
3	Western	Navi Mumbai	40000

D) **Branches having membership strength from 500 to 1000**

S. No.	*Region*	*Name of the unit*	*Audit Fees*
1	Central	Bhilwara	30000
2	Central	Kota	30000
3	Northern	Jalandhar	30000
4	Northern	Panipat	30000
5	Southern	Calicut	30000
6	Southern	Kanchipuram	30000
7	Southern	Mangalore	30000
8	Southern	Vishakhapatnam	30000
9	Western	Jamnagar	30000

E) **Branches having membership strength less than 500 members**

S. No.	***Region***	***Name of the unit***	***Audit Fees***
1	Central	Dhanbad	20000
2	Central	Gorakhpur	20000
3	Central	Haldwani	20000
4	Central	Haridwar	20000
5	Central	Jhansi	20000
6	Central	Kishangarh	20000
7	Central	Saharanpur	20000
8	Central	Sriganganagar	20000
9	Eastern	Ranigunj	20000
10	Northern	Sonepat	20000
11	Southern	Alleppey	20000
12	Southern	Kalaburgi	20000
13	Southern	Karimnagar	20000
14	Southern	Nellore	20000
15	Southern	Quilon	20000
16	Southern	Tirupati	20000
17	Southern	Udupi	20000
18	Southern	Vellore	20000
19	Southern	Warangal	20000
20	Western	Bharuch	20000
21	Western	Bhavnagar	20000
22	Western	Bhuj	20000
23	Western	Dhule	20000
24	Western	Inchalkaranji	20000
25	Western	Jalgaon	20000
26	Western	Kolhapur	20000
27	Western	Nanded	20000
28	Western	Ratnagiri	20000

29	Western	Sangli	20000
30	Western	Satara	20000
31	Western	Solapur	20000