



दादरा नगर हवेली ऊर्जा वितरण निगम लिमिटेड
(सरकार का उपक्रम)
DNH POWER DISTRIBUTION CORPORATION LTD.
(A GOVERNMENT UNDERTAKING)

BY R. Pad.

No. DNHPDCL/32/2013 /23

Date : 3/06/2013.

LIMITED TENDER NOTICE

Applications are invited from interested Chartered Accounting Firms for engagement as Tax Auditors in this Corporation for the Financial Year 2013-14. The Terms of Reference / Scope of Work, brief activities of the Corporation etc. are as per the Schedule – I attached to this notice.

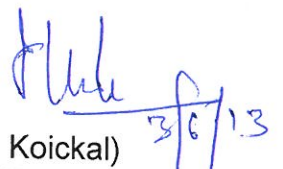
Interested Firms which fulfills all our minimum requirements mentioned in the schedule may submit their offers so as to reach the undersigned on or before 14.06.2013 alongwith EMD of ₹ 1500/- (₹ One Thousand Five Hundred only) in the form of Demand Draft, Bankers Cheque etc. payable at Silvassa in favour of "DNH Power Corporation Ltd."

Tenders received after the last date and without EMD will not be considered and the reason like postal or courier delay will not be entertained by this office.

Encl. :- As above.

To,

As per attached list.


(John Koickal)
G. M. (Finance)

- Copy to Shri. A. L. Patel, JE to place it in the official website of the Corporation.

**Schedule – I to Limited Tender Notice No. DNHPDCL/32/2013/
dtd. 03.06.2013.**

About us.

DNH Power Distribution Corporation Ltd., is a newly established Government Corporation registered under the companies Act, 1956 and commenced its business of purchase of Power from various entities like NTPC, Nuclear Power Corporation and distributing it to around 64,000 consumers of various categories in the whole Union Territory of Dadra & Nagar Haveli. It is also handling the construction and Operation & Maintenance of sub-stations, lines and other electrical system of 66/11 KV and below, apart from installation of Solar Power Plants to comply with JERC regulations.

Terms of Reference / Scope of Work.

The Chartered Accountant Firm would be required to undertake the following responsibilities.

1. Performing function of Income Tax auditor.
2. Preparation and filling of Income Tax Return.
3. Providing guidance on the VAT Matters.
4. Filling of VAT Returns.
5. Performing function of Vat Auditor.
6. Providing guidance on the Service Tax Matters.
7. Filling of service Tax Return.
8. Providing guidance on other applicable taxation matters.
9. Any other functions including certification required for the Corporation and coming under the preview of the Tax Auditor.

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Eligibility.

The bidder should fulfill the following essential eligibility criteria.

- The applicant(s) must be a Firm Certified by Institute of Chartered Accountants of India and / Auditors at CAG Office / Authority.
- The applicant must have a registered / branch office in Silvassa / Daman / Vapi / Valsad / Navsari / Surat or Mumbai.

Period of Engagment.

The terms for engagement of Chartered Accountant Firm for Tax Audit will be initially for year 2013-14, which could further be extended by DNH Power Distribution Corporation Ltd., on same terms and conditions for a further period of 2 years on mutual consent.

Terms and Condition for payments.

The Qualified Firm shall be paid as per the submission of the respective bills after completion of the due functions.


3/6/13

(John Koickal)
General Manager (Finance)



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DNH POWER DISTRIBUTION CORPORATION LTD.
(A GOVERNMENT UNDERTAKING)

BY R. Pad.

No. DNHPDCL/31/2013/22

Date : 3 /06/2013.

LIMITED TENDER NOTICE

Applications are invited from interested Chartered Accounting Firms for engagement as Internal Auditors in this Corporation for the Financial Year 2013-14. The Terms of Reference / Scope of Work, brief activities of the Corporation etc. are as per the Schedule – I attached to this notice.

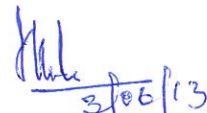
Interested Firms which fulfills all our minimum requirements mentioned in the schedule may submit their offers so as to reach the undersigned on or before 14.06.2013 alongwith EMD of ₹ 5000/- (₹ Five Thousand only) in the form of Demand Draft, Bankers Cheque etc. payable at Silvassa in favour of "DNH Power Corporation Ltd."

Tenders received after the last date and without EMD will not be considered and the reason like postal or courier delay will not be entertained by this office.

Encl. :- As above.

To,

As per attached list.


(John Koickal)
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Terms of Reference / Scope of Work.

The Chartered Accountant Firm would be required to undertake the following responsibilities.

1. Checking of Books of Accounts, Balance Sheet, Profit & Loss Statement, GFA Registers, Calculation of depreciation and other statement and reports as per Companies Act – 1956, in the accepted Accounting Standard and as required under Joint Electricity Regulatory Commission for State of Goa and Union Territory for the year 2013-14.
2. Random Physical verification of stores according to ABC analysis in terms of value.
3. 100% vouching of Administrative Expenses.
4. Checking of HT (Covering Minimum 50%), L.T. Industrial (Covering Minimum 25%), and other categories (Covering Minimum 10%) consumers bill on random basis.
5. Checking of payments regarding work contract with respective contract documents and register.
6. Checking of payroll Records.
7. Checking of Tax Compliances as per applicable laws.
8. Discussion of report with the management.


3/06/13

9. Providing suggestion on the improvisation of books of accounts of the corporation.
10. Other audit works as may be required by the Corporation and coming under the preview of Internal audit.

Eligibility.

The bidder should fulfill the following essential eligibility criteria.

- The applicant(s) must be a Firm Certified by Institute of Chartered Accountants of India and / Auditors at CAG Office / Authority.
- The applicant must have a registered / branch office in Silvassa / Daman / Vapi / Valsad / Navsari / Surat / Mumbai.

Period of Engagment.

The terms for engagement of Chartered Accountant Firm for Internal Audit will be initially for year 2013-14, which could further be extended by DNH Power Distribution Corporation Ltd., on same terms and conditions for a further period of 2 years on mutual consent.

Reporting Requirements.

The Internal Auditor / Chartered Accountant Firms will depute dedicated personnel who will report Quarterly to designated officer (so nominated) will also act as the counterpart to provide the necessary support to the Internal Auditor / the dedicated personnel attached to Power Distribution Corporation Ltd., by the Chartered Accountant Firm on the Finance and accounts related matters of Corporation.

Certificate regarding accuracy of books of accounts should be given on quarterly basis.

Terms and Condition for payments.

The Qualified Firm shall be paid quarterly after satisfactory submission and discussion of the internal audit report to the Corporation.


(John Koickal)
General Manager (Finance)