



PUNJAB STATE TRANSMISSION CORPORATION LIMITED
(Regd. Office: PSEB Head Office, The Mall, Patiala-147001)
Corporate Identity Number: U40109PB2010SGC033814
www.pstcl.org (O/o Company Secretary) E-mail: comp-secy@pstcl.org
Tel./Fax No. 0175-2308233

**NOTICE INVITING TENDERS
FOR APPOINTMENT AS COST AUDITOR OF PSTCL FOR FY 2015-16**

Sealed tenders/ quotations are invited from practising Cost Accountants or Firm of practising Cost Accountants as defined in clause (b) of sub-section (1) of section 2 of the Cost and Works Accountant Act, 1959 (23 of 1959) for the appointment of Cost Auditor of Punjab State Transmission Corporation Limited (PSTCL) for FY 2015-16 who have their registered office situated in Punjab and Chandigarh and should have in existence for at least five (5) years.

Issuing Authority	Company Secretary, PSTCL, PSEB Head Office, The Mall, Patiala.
Tender Specification No.	01/CS/A-5 & T-30/ PSTCL/ 2015-16
Place	Patiala
Short Description	Appointment of Cost Auditor for the financial year 2015-16 as per Companies (Cost Records and Audit) Amendment Rules 2014 notified by the Govt. of India, Ministry of Corporate Affairs dated 30 June, 2014 and 31 December, 2014. Practising Cost Accountant or the Firm of Practising Cost Accountant shall conduct audit of the Cost Accounting Records of the PSTCL and submit necessary reports within 180 days from the close of the financial year along with observations, suggestions, and Annexures as per notification or any other instructions issued by Central Government from time to time or any other section of the Companies Act 2013 applicable in this regard including e-filing on MCA Portal as required.
Completion Period	As per Central Government (Ministry of Corporate Affairs) norms.
Eligibility Criteria	As mentioned above.

Starting date of Sale of Tender	19-06-2015
Last date of downloading of Tender	10-07-2015
Last date for Tender Submission	10-07-2015 AT 03.00 PM
Date for Opening of Tender	10-07-2015 AT 03.30 PM
Document Cost	Rs.500/- (Non Refundable) in the form of demand draft in favour of Accounts Officer/ Cash, PSTCL, payable at Patiala is to be submitted in a separate envelope along with tender.
Earnest Money Deposit	Rs.5000/- in the shape of PSTCL Cash Receipt/Bank Draft in favour of Accounts Officer/Cash, PSTCL, payable at Patiala.
URL for Additional Information	www.pstcl.org

TERMS & CONDITIONS

1. Tender specification can only be downloaded from PSTCL website www.pstcl.org and no hard copy of the same will be issued by this office.
2. All tender must be accompanied by earnest money amounting Rs.5000/- in the shape of Bank Draft in favour of Accounts Officer/Cash, PSTCL, payable at Patiala in a separate sealed envelope.
3. Sealed quotations along with the profile of the firm, documents in support of complying for the eligibility criteria may be handed over either personally or delivered through registered post to the undersigned so as to reach this office before 3.00 PM on 10.07.2015.
4. Tender received without earnest money and cost of tender shall liable to be rejected.
5. Conditional Tender shall not be accepted.
6. Tender received telegraphically through telex or Fax/e-mail shall not be accepted.
7. The Competent Authority reserves the rights to reject any or all tenders without assigning any reasons.
8. In case date of opening the tender happens to be a holiday, the tenders will be received and opened on the next working day at the same time and Place.

9. The work of audit of Cost Accounting Record for year should be completed within time period specified by Central Government norms.
10. If default is made by the practising Cost Accountant or Firm of practising Cost Accountant with the aforesaid, he shall be punishable with fine which may extend up to five thousand rupees, beside termination of contract.
11. Cost Records maintained by the Corporation are available at the Corporate Office, Patiala. However, Cost Auditor may visit field offices if deemed necessary by him.
12. The lump-sum rates, inclusive of service tax, TA & DA and all other taxes, should be quoted for Cost Audit and e-filing of Audit Report on MCA Portal.
13. The Tenderers shall submit his personal profile along with tender/ quotation on prescribed tender form attached therewith and if found un-satisfactory his tender documents so received shall be re-sealed and placed in the record.
14. Cost of tender specification and EMD shall not be accepted through cheque.
15. 50% of the Payment for respective year shall be released after submission of Cost Audit Report for the respective year and balance 50% shall be released after approval of Cost Audit Report by Board of Directors for the respective year and e-filing of the same with MCA.
16. All the statutory deduction shall be at the time of release of payments.

Company Secretary
PSTCL



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Performa for Submission of Tender

1. Name of Applicant (FIRM)	
2. Date of Establishment of Firm	
3. Address	
4. Experience (in No. of years)	
5. Membership No. as Cost and Management Accountant with ICAI Kolkata.	
6. Membership valid up to	
7. Certificate of practice number (as cost accountant) and date of issue(attach copy)	
8. Certificate of practice as cost accountant valid up to. (attach copy) (working as cost accountant)	
9. Email address	
10. Phone/ Mobile	
11. Details of PAN(attach copy)	

12. Scope of work

Scope	Amount of Quotation (inclusive of service tax, TA & DA and all other taxes)		
	Year	Amount Quoted (In figures)	Amount Quoted (In Words)
To conduct audit of the Cost Accounting Records of the PSTCL and submit necessary reports within 180 days from the close of the financial year along with observations, suggestions, and Annexures to the Central Government as per notification or any other instructions issued by Central Government from time to time or any other section of the Companies Act 2013 applicable in this regard including e-filing on MCA Portal as required.	2015-16		

13. Details of experience (assignments done or in hand). (Attach separate sheet if necessary) (Attach Supportive documents like certificate of completion of assignment done).

14. Details of cost of tender document and EMD

Particulars	Amount of Draft Payable at Patiala	Demand Draft /Cash Receipt No.	Date of issue of Demand Draft	Name of the issuing Bank
Cost of Tender Document	Rs. 500/-			
Earnest Money Deposit	Rs. 5000/-			

I/We hereby submit that all the details furnished in the tender are correct and true.
I/We shall also abide myself/our self to the terms and conditions of Tender Specifications issued by PSTCL for appointment of Cost Auditor.

I/ we hereby certify that I/we are eligible for the proposed appointment as Cost Auditor of PSTCL and are free from any disqualifications as mentioned under section 141 (3) of the Companies Act, 2013.

I/we hereby further certify that proposed appointment is within the limits laid down by or under the authority of the Act.

I/we hereby further certify that there are no proceedings pending against the firm or any partner of the firm with respect to professional matters of conduct.

15. Any other Details (attach separate sheet if required)

PLACE:

DATE:

**Signature
(WITH STAMP)**

List of Documents to be attached:

1. Self-Attested Copy of Certificate of Practice.
2. Self-Attested Copy of Certificate of Membership.
3. Self-Attested Copy of PAN.
4. Self-Attested Copy of proof of experience like certificate of completion of assignment done.
5. Self-Attested Copy of proof of Date of Establishment of Firm.
6. Demand Draft for Cost of tender document in a separate envelope.
7. Demand Draft for EMD in a separate envelope.