



OFFICE OF THE PROJECT DIRECTOR
ASSAM STATE AIDS CONTROL SOCIETY
KHANAPARA, GUWAHATI-22

Phone: +91-361-2360524, E-mail: pd.assamsacs@gmail.com, Website: www.assamsacs.org

No. ASACS/NACP-IV/Acctt/Appointment of Auditor/2013/435/ 105

Dated: _____

Call for Expression of Interest (EOI) from Chartered Accountant Firms for Internal Audit of NGOs and Peripheral Units under Assam State Aids Control Society

The Assam State AIDS Control Society is a registered society under the Societies Registration Act, 1860 which receives fund from Govt. of India under Domestic Budgetary Support for implementation of National AIDS Control Programs (NACP) in the State of Assam. ASACS releases fund to peripheral organizations and hospitals under government sector and NGOs. Hence to assess the proper utilization of fund by such peripheral organizations it is essential to conduct an internal audit of accounts of these units.

Expression of Interest are invited from CAG empanelled Chartered Accountant firms to conduct the Internal Audit of NGOs & Peripheral Units under Assam State AIDS Control Society for the Financial Year 2016-17.

Eligibility & Assessment Criteria:

The EOI and capability will be assessed against evidence of skills and experience in providing accountancy services in the State. The CA firms who have completed the Internal Audit of NGOs and Peripheral Organizations under ASACS for last 3 years need not apply.

Requirements:

The EOI should be sent along with a Capability Statement including a profile of the organization relevant technical and geographical coverage along with the financial turnover for the last 3 financial years. (A format for the Capability statement in Annexure – IX(b) is available in the ASACS website: <http://www.assamsacs.org>) or may be obtained from ASACS Office during office hour. Individual CVs are not required at this stage. Any EOI with inadequate information, those which do not meet the above criteria, or those received after the closing date will not be short listed. EOI should be as concise and focused as possible to give evidence of the above requirements including the capability statement and organization profiles. They should be mailed to the Project Director, Assam State AIDS Control Society, Khanapara, Guwahati-781022 to arrive not later than 3 p.m. on 21st January, 2017. Only organizations, which pass the pre-selection process, will be contacted and invited to submit detailed proposals.

For Further Information

For further information on NACP, interested bidders are requested to visit the NACO web-site: www.nacoonline.org. Or Contact the e-mail id: assamsacs@gmail.com TeleFax - (0361) 2360524. The contact person is: Finance & Accounts Officer, Assam State AIDS Control Society, Khanapara, Guwahati – 781 022.

Sd/-
Project Director
Assam State AIDS Control Society
Khanapara, Guwahati - 22



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No. ASACS/NACP-IV/Acctt/Appointment of Auditor/2013/435/ 106

Dated: _____

**Call for Expression of Interest (EOI) from Chartered Accountant Firms for Statutory
Audit of Assam State Aids Control Society**

The Assam State AIDS Control Society is a registered society under the Societies Registration Act, 1860 which receives fund from Govt. of India under Domestic Budgetary Support for implementation of National AIDS Control Programs (NACP) in the State of Assam. ASACS releases fund to peripheral organizations and hospitals under government sector and NGOs. Hence it is essential as to conduct a statutory audit of the Society under the provision of the Societies Registration Act, 1860.

Expression of Interest are invited from CAG empanelled Chartered Accountant firms to conduct the Statutory Audit of Assam State AIDS Control Society for the Financial Year 2016-17.

Eligibility & Assessment Criteria:

The EOI and capability will be assessed against evidence of skills and experience in providing accountancy services in the State. The CA firms who have completed the Statutory Audit of SACS for last 3 years need not apply.

Requirements:

The EOI should be sent along with a Capability Statement including a profile of the organization relevant technical and geographical coverage along with the financial turnover for the last 3 financial years. (A format for the Capability statement in Annexure – IX(b) is available in the ASACS website: <http://www.assamsacs.org>) or may be obtained from ASACS Office during office hour. Individual CVs are not required at this stage. Any EOI with inadequate information, those which do not meet the above criteria, or those received after the closing date will not be short listed. EOI should be as concise and focused as possible to give evidence of the above requirements including the capability statement and organization profiles. They should be mailed to the Project Director, Assam State AIDS Control Society, Khanapara, Guwahati-781022 to arrive not later than 3 p.m. on 21st January, 2017. Only organizations, which pass the pre-selection process, will be contacted and invited to submit detailed proposals.

For Further Information

For further information on NACP, interested bidders are requested to visit the NACO web-site: www.nacoonline.org. Or Contact the e-mail id: aassamsacs@gmail.com **TeleFax- (0361) 2360524**. The contact person is: Deputy Director (Finance), Assam State AIDS Control Society, Khanapara, Guwahati – 781 022.

Sd/-
Project Director
Assam State AIDS Control Society
Khanapara, Guwahati - 22

Annexure – IX (b)

**Expression of Interest for short listing Chartered Accountant
Firms for the audit of the accounts of State SACS /Dist.
Units/peripheral institutions**

PART_A

Status of the Firm **Partnership** **Sole Proprietorship**

1. (a) Name of the firm (in Capital letters) _____
 (b) Address of the Head Office _____
 (Please also give telephone no. _____
 and e-mail address) _____
 (c) PAN No. of the firm _____
2. ICAI Registration No. _____ Region Name _____
 Region Code No. _____
3. Empanelment number with C&AG;-
4. (a) Date of constitution of the firm:
 (b) Date since when the firm has a full time FCA
5. Full-time Partners/Sole Proprietor of the firm as on 1st January, _____

S. No.	Continuous association with the firm	Number of FCA	Number of ACA
(a)	Less than one year		
(b)	1 year or more but less than 5 years		
(c)	5 years or more but less than 10 years		
(d)	10 years or more but less than 15 years		
(e)	15 years or more		

Note: Please attach the copy of Firm's Constitution Certificate issued by ICAI as on 1.1.200 .

6. Number of Part time Partners if any, as on 1st January, _____
7. Number of Full time Chartered Accountant as on 1st January, _____
8. Number of audit staff employed full-time with the firm
 - (a) Articles/Audit Clerks _____
 - (b) Other Audit Staff (with knowledge of book keeping and accountancy) _____
 - (c) Other Professional Staff (please specify) _____
(list to be attached for Sl. No. 5 to 8)
9. Number of Branches if any (please mention places & locations) _____
10. Whether the firm is engaged in any internal or external audit or providing any other services to any Govt. Company/Corporation or co-operative institution etc. Yes/No
If 'yes', details may be given on a separate sheet.
11. Whether the firm is implementing quality control Policies and procedures designed to ensure that all audit are conducted in accordance with Statements on Standard Auditing Practices. Yes/No
(If yes, a brief note on the procedure adopted is to be enclosed)
12. Are there are any court/arbitration/ legal cases against the firm Yes/No
(If yes, give a brief note of the cases indicating its present status)
13. Fees earned by the firm for the last 5 years

Type of audit	PSU/Autonomous body	Companies in private sector	Banks
Statutory/Branch Audit/ 6-monthly audit review			
Internal/Concurrent Audit			
Total of the above			



PART - B
Undertaking

I/We the sole proprietor/partners of M/S _____ chartered accountants do hereby jointly and severally verify and declare:-

- (i) that the particulars given are complete and correct and that if any of the statements made or the information so furnished in the application form is later found not correct or false or there had been suppression of material information, the firm would not only stand disqualified from the allotment, but would be liable for disciplinary action under the Chartered Accountants Act, 1949 and the regulations framed thereunder;
- (ii) that the firm proprietor or partners have not been debarred or cautioned by ICAI during the last five years (if cautioned give details);
- (iii) that individually we are not engaged in practice otherwise or in any other activity which would be deemed to be a practice under Section 2(2) of the Chartered Accountants Act, 1949;
- (iv) that the constitution of the firm as on 1st January of the relevant year shown in the Expression of Interest is the same as that in the Constitution Certificate issued by the ICAI.

Sl. No.	Name of the Partner/Sole Proprietor	Membership registration number	PAN No.	Dates of payment of fees for the relevant year ____ A/B*	Signature of Partner/sole proprietor

*A for membership

B for issue of Certificate of practice

(seal of the firm)

Place

Date

Encl _____ pages

Signature of Proprietor/Sole Partner