

draft



# **Dr. NTR VAIDYA SEVA TRUST**

**GOVERNMENT OF ANDHRA PRADESH**

**REQUEST FOR PROPOSAL FOR STATUTORY AUDIT FOR  
THE FINANCIAL YEAR 2015-16 (FROM 23.09.2015 TO 31.03.2016)**

## Statutory Auditor Required

Request for Proposal (RFP) is invited by the CEO of Dr. NTR Vaidya Seva Trust, Government of Andhra Pradesh from reputed firms of Chartered Accountants for auditing the books of accounts and filing of return of income under the provisions of IT Act. of Dr. NTR Vaidya Seva Trust for the schemes of NTR Vaidya Seva, Employee Health Scheme and Working Journalist Health Scheme for the period from 23.09.2015 to 31.03.2016.

### INSTRUCTIONS

1. Financial quotations are invited by DR. NTR Vaidya Seva Trust to carry the work of Statutory Audit by the Audit Firm for Dr. DR. NTR Vaidya Seva Trust for the period from 23.09.2015 to 31.03.2016.
2. The prices shall be given in Indian Rupees.
3. Copy of Firm Registration with the Institute of Chartered Accountants of India.
4. **Eligibility Criteria:**

S No	Item	Criteria		Proof Required
		Requirement		
1	Financial Strength	(i) <b>Historical Financial Performance:</b> Submission of audited balance sheets, other financial statements acceptable to the Trust, for the <b>last three (3)</b> years to demonstrate the current soundness of the bidders financial position, profits, net worth positive and its prospective long term profitability for FYs 2014-15, 2013-14, 2012-13.	Must meet requirement	Audited balance sheets
		(ii) <b>Average Annual Turnover:</b> Minimum average annual turnover of <b>Rs one hundred (100) lakhs</b> calculated as total certified payments received for contracts in progress or completed, within the last <b>three(3)</b> years i.e., FYs 2014-15, 2013-14, 2012-13.	Must meet requirement	Audited balance sheets
2	Experience	<b>Experience:</b> Experience in Audit works of at least <ul style="list-style-type: none"> <li>• One work of <b>Rs Ten (10) lakhs</b> or</li> <li>• Two works of <b>Rs Eight (8) lakhs</b> each or</li> <li>• Three works of <b>Rs Six (6) lakhs</b> each.</li> </ul>	Must meet requirement	Appointment Letters

5. **Confidentiality:**

Information relating to evaluation of Proposals and recommendations concerning contract award shall not be disclosed, who have submitted Proposals or to other persons not officially concerned with the selection process until the successful firm has been notified and contract awarded.

**Address for submission:**

**CEO, Dr. NTR Vaidya Seva Trust**

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