



Small Industries Development Bank of India

Request for Proposal (RfP) from reputed firms for carrying out Concurrent Audit for Operations of Branch Offices and select HO Verticals of SIDBI Tender No. : Tender No. 2023APR13/T000264171/AV dated April 13, 2022

**PRE-BID CLARIFICATIONS**

	Vendor Query	SIDBI Response	Any Change in RfP
1	<p>In clause 3.1.1 you have mentioned that each envelope should be super scribed but in clause 3.23.2. you have mentioned we have to submit two hard copies, please clarify whether we have to submit both sets in one superscribed or else we have to submit each set in a separate superscribed envelope.</p> <p><b>Page no. 17</b> <b>Sr. No/ 3.23.2</b></p>	<p>Clause 3.1.1 is related to submission of bid for <b>each region</b> in a separate envelope only</p> <p>Clause 3.23.2 is related to submission of a) <b>Minimum C eligibility</b>, b) <b>Technical eligibility</b> and c) <b>Commercial bid in a separate envelop and 3.23.4</b> indicates that “All these three individual sealed envelops should be kept in one large envelop and super scribed “Request for Proposal for Appointment of Concurrent Auditor for Branch office operations and HO Vertical for – Region No..... , Tender No.....”.....’.</p>	No Change
2	<p>We have registered in MSME “MSME are exempted from paying tender form cost and EMD, subject to furnishing of valid registration certificate issued by the relevant registration authority for claiming exemption”. But in Annexure-VII pls clarify the criteria how we have to fill the EMD blanks</p> <p><b>Page no 68</b> <b>Sr. No.1.7</b></p>	<p>Please be guided by item no. 3.14, page no. 14 of RfP document (Public Procurement Policy for MSEs) .</p>	No Change.

3	what will be the duration of the audit and what will be the frequency of visits?	Please refer to item No. 7 of the RfP i.e. General Terms and conditions	No Change.
4	<p>With reference to your tender regarding Request for Proposal (RfP) for Concurrent Audit of Operations of Branch Office and Head Office Verticals of SIDBI there is a condition under Eligibility Criterial regarding Turnover of the firm. It says that The Bidder should have annual revenue of at least Rs.5 crore in any three of the previous five financial years starting from FY2017.</p> <p>It is our humble request kindly reconsider this clause as hardly, any firm in Punjab, Haryana &amp; Himachal Pradesh of North Region besides New Delhi may be having Rs. 5 Crore or more Turnover.</p> <p>It may be noted for your kind reference that Bank of Baroda is also allotting zone wise Concurrent Audit. We are conducting Concurrent Audit of Chandigarh Zone of Bank of Baroda. It has 6 Regions having 34 branches. Even in their RFP there was no such condition on turnover.</p> <p>So, We request you to reconsider this clause of Turnover Criteria which may be fixed at Rs. 1 Crore so that there is healthy competition.</p>	Please refer the corrigendum dated 02/05/2022.	Minimum Average Turnover / Revenue criteria is revised.
5	Average Turnover revenue (best of three in the five years financial years starting from FY2017) : ₹ 5 crore	Please refer the corrigendum dated 02/05/2022	Minimum Average Turnover / Revenue criteria is revised

	Reconsider this clause. Page no 46 Sr no.. 2		
6	As per the ICAI stipulation, Tenders must carry a Minimum Fee. In the absence of the same, We wouldn't be able to quote for the RFP.	The present RfP is open for professional firms including CA firm.	No Change
7	Further, we wish to request your good self to re consider the Turnover Criteria as 5 crores per annum seems to be on much higher side. As firms in the Northern Region except Delhi will not have that much size of turnover. So, we request to lower the same to 50 lakhs per month to ensure proper participation.	Minimum Average Turnover / Revenue criteria is revised	Minimum Average Turnover / Revenue criteria is revised
8	<b>Page no.63 Para 6 of Annexure 1.3</b> How many members CV needs to be submitted and how evaluation of the same will be done	As indicated at 1.3(6) of Annexure-III of the RfP document viz audit team and weightage.	No Change
9	<b>Page no.63 Para 7 of Annexure 1.3</b>  Presentation whether needs to be submitted with proposal or has to be provided at the time of presentation only	At the time of presentation.	No Change
10	<b>Page no.63 Para 8 of Annexure 1.3</b>  Proposed approach, methodology, delivery outcomes etc, whether needs to be submitted with proposal or has to be provided at the time of presentation only	To be submitted with the proposal.	No Change

	Minimum Fees not prescribed for each region, which is mandatory as per ICAI Guidelines.	Clarified at point no. 6 above.	
11	Commerical bid received below the minimum fees prescribed by bank whether will be accepted?	Please be guided by RfP documents. The requirement remains unchanged	No Change
12	<p><b>Page no.44 Minimum eligibility criteria, point 1</b></p> <p>To furnish proof of Valid registration / Certificate of Practice from the Institute of Chartered Accountants of India (ICAI)/ Institute of Cost Accountants of India (ICMAI)</p> <p>Minimum Fees: As this is a limited tender for CA and CMA firms, Kindly consider our request to declare minimum fees for the RPF to ensure qualitative deliverables</p>	<p>Since clarified at point No. 6 above.</p> <p>The criteria remain unchanged.</p>	No Change

**Note:**

- All other terms and conditions of RfP remain unchanged.

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