

बिड दस्तावेज़ / Bid Document

बिड विवरण / Bid Details	
बिड बंद होने की तारीख/समय / Bid End Date/Time	06-10-2025 16:00:00
बिड खुलने की तारीख/समय / Bid Opening Date/Time	06-10-2025 16:30:00
बिड पेशकश वैधता (बंद होने की तारीख से) / Bid Offer Validity (From End Date)	180 (Days)
मंत्रालय/राज्य का नाम / Ministry/State Name	Ministry Of Cooperation
विभाग का नाम / Department Name	Na
संगठन का नाम / Organisation Name	National Cooperative Development Corporation
कार्यालय का नाम / Office Name	New Delhi
वस्तु श्रेणी / Item Category	Financial Audit Services - Audit report; CAG Empaneled Audit or CA Firm
अनुबंध अवधि / Contract Period	1 Year(s)
बिडर का न्यूनतम औसत वार्षिक टर्नओवर (3 वर्षों का) / Minimum Average Annual Turnover of the bidder (For 3 Years)	18 Lakh (s)
उन्हीं/समान सेवा के लिए अपेक्षित विगत अनुभव के वर्ष / Years of Past Experience Required for same/similar service	7 Year (s)
एमएसएमई के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / MSE Exemption for Years of Experience and Turnover	No
स्टार्टअप के लिए अनुभव के वर्षों और टर्नओवर से छूट प्रदान की गई है / Startup Exemption for Years of Experience and Turnover	No
विक्रेता से मांगे गए दस्तावेज़ / Document required from seller	Experience Criteria, Bidder Turnover, Certificate (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
क्या आप निविदाकारों द्वारा अपलोड किए गए दस्तावेजों को निविदा में भाग लेने वाले सभी निविदाकारों को दिखाना चाहते हैं? संदर्भ मेनू है / Do you want to show documents uploaded by bidders to all bidders participated in bid?	Yes (Documents submitted as part of a clarification or representation during the tender/bid process will also be displayed to other participated bidders after log in)

बिड विवरण/Bid Details	
बिड लगाने की समय सीमा स्वतः नहीं बढ़ाने के लिए आवश्यक बिड की संख्या। / Minimum number of bids required to disable automatic bid extension	3
दिनों की संख्या, जिनके लिए बिड लगाने की समय-सीमा बढ़ाई जाएगी। / Number of days for which Bid would be auto-extended	7
ऑटो एक्सटेंशन अधिकतम कितनी बार किया जाना है। / Number of Auto Extension count	2
बिड से रिवर्स नीलामी सक्रिय किया/Bid to RA enabled	No
बिड का प्रकार/Type of Bid	Two Packet Bid
तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय /Time allowed for Technical Clarifications during technical evaluation	2 Days
न्यूनतम मूल्य/Floor Price	This bid has been created/published with floor price(minimum value) selected by the Buyer. Service Providers are advised to quote above the minimum floor value.
मूल्यांकन पद्धति/Evaluation Method	Total value wise evaluation

ईएमडी विवरण/EMD Detail

आवश्यकता/Required	No
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ईपीबीजी विवरण /ePBG Detail

एडवाइजरी बैंक/Advisory Bank	State Bank of India
ईपीबीजी प्रतिशत (%) /ePBG Percentage(%)	3.00
ईपीबीजी की आवश्यक अवधि (माह) /Duration of ePBG required (Months).	14

(a). ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए। / EMD & Performance security should be in favour of Beneficiary, wherever it is applicable.

लाभार्थी /Beneficiary :

National Cooperative Development Corporation (NCDC), 4, Siri Institutional Area, Hauz Khas, New Delhi - 110016
(National Cooperative Development Corporation)

विभाजन/Splitting

बोली विभाजन लागू नहीं किया गया/Bid splitting not applied.

एमआईआई अनुपालन/MII Compliance

एमआईआई अनुपालन/MII Compliance	Yes
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1. The minimum average annual financial turnover of the bidder during the last three years, ending on 31st March of the previous financial year, should be as indicated above in the bid document. Documentary evidence in the form of certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period shall be uploaded with the bid. In case the date of constitution / incorporation of the bidder is less than 3-year-old, the average turnover in respect of the completed financial years after the date of constitution shall be taken into account for this criteria.
2. Years of Past Experience required: The bidder must have experience for number of years as indicated above in bid document (ending month of March prior to the bid opening) of providing similar type of services to any Central / State Govt Organization / PSU. Copies of relevant contracts / orders to be uploaded along with bid in support of having provided services during each of the Financial year.
3. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

This Bid is based on Quality & Cost Based Selection (QCBS) . The technical qualification parameters are :-

Parameter Name	Max Marks	Cutoff Marks	Qualification Methodology Document
Similar Experience in last seven year	25	15	View File
Financial Parameter	25	15	View File
Number of partners of the firms	25	15	View File
Number of years of establishment of the firm	25	15	View File

Total Minimum Qualifying Marks for Technical Score: 60

QCBS Weightage(Technical:Financial):70:30

Financial Audit Services - Audit Report; CAG Empaneled Audit Or CA Firm (1)

तकनीकी विशिष्टियाँ /Technical Specifications

विवरण/ Specific ation	मूल्य/ Values
कोर / Core	
Scope of Work	Audit report

विवरण/ Specification	मूल्य/ Values
Type of Financial Audit Partner	CAG Empaneled Audit or CA Firm
Type of Financial Audit	Internal Audit
Category of Work under Financial Audit	Audit of financial statements , Reliability of financial reporting , Internal control of financial , Deterring , Investigating fraud , Compliance with law & regulations , Governance of company , Compliance with contracts , Risk Management , Review system & processes , Treasury operations , Bank Transactions , Internal Control over Financial Reporting , Any other work mentioned in Scope of Work
Type of Industries/Functions	Sales, Services and Revenue , Purchase & Procurement , Inventory & Store management , Human Resource & Payroll , Operational & Administrative , Owners Capital , Fixed assets, depreciation and amortisation , Payables , Receivables , Cash and Bank Balance , Any other work mentioned in Scope of Work
Frequency of Progress Report	Quarterly
MIS Reporting for Financial Audit support	Yes
Frequency of MIS reporting	Quarterly
State	NA
District	NA
एडऑन /Addon(s)	
Post Financial Audit Support	NA

अतिरिक्त विशिष्टि दस्तावेज़ /Additional Specification Documents

प्रेषिती/रिपोर्टिंग अधिकारी /Consignees/Reporting Officer and Quantity

क्र.सं./S.No.	प्रेषिती/रिपोर्टिंग अधिकारी /Consignee Reporting/Officer	पता/Address	संसाधनों की मात्रा / To be set as 1	अतिरिक्त आवश्यकता /Additional Requirement
1	Jitendra Pareek	110016,PLOT NO.-4, SIRI INSTITUTIONAL AREA, HAUZ KHAS, NEW DELHI	1	N/A

क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें/Buyer Added Bid Specific Terms and Conditions

1. Generic

- The Seller shall not assign the Contract in whole or part without obtaining the prior written consent of buyer.
- The Seller shall not sub-contract the Contract in whole or part to any entity without obtaining the prior written consent of buyer.
- The Seller shall, notwithstanding the consent and assignment/sub-contract, remain jointly and severally liable and responsible to buyer together with the assignee/ sub-contractor, for and in respect of the due performance of the Contract and the Sellers obligations there under.

2. Forms of EMD and PBG

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

National Cooperative Development Corporation
payable at
New Delhi

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

3. Buyer Added Bid Specific Scope Of Work(SOW)

Text Clause(s)

The Scope of Internal Audit will be as follows:

NCDC is a financial institution with 21 offices across India, with Head Office at New Delhi, 19 Regional Offices in different States and a Training Academy at Gurugram. The firm will be appointed for internal audit for NCDC as one unit.

- Checking of accounts maintained:** The firm of internal auditors will scrutinize records to see that the accounts maintained are accurate. For this purpose internal audit will scrutinize all transactions accounted for in books with reference to initial documents like bank voucher, journal voucher, cash voucher, pay roll, files of advances given to cooperative societies and state government, records of Govt. grants, records of regional offices, records of statutory dues, work contracts etc. and checking of books of accounts like general ledgers, bank book and final accounts.
- NCDC EP Fund and Employees Superannuation Scheme:** The internal auditors will verify and audit the transactions of the NCDC EP Fund and NCDC Employees Superannuation Benefit scheme.
- Taxation:** Calculation and verification of all statutory liabilities like Income tax, TDS on Income Tax, GST, TDS on GST and any other taxes.
- Internal control / internal check :** To safeguard against defalcation and fraud, the firm of internal auditors will review the effectiveness of the internal control system on a continuing basis. Any weakness observed will be reported to management and suggestions made to remove the weakness.
- Observance of rules, regulations and proper delegation of powers:** The firm of internal auditors will also check compliance with rules, regulations and accounting policies in letter and spirit. Internal audit will also bring to the notice of the management any cases of obsolete rules and procedures for rectification. Besides internal audit will see that acts done, expenditure incurred and approvals given are within the frame work of the delegation of powers.
- Observance of rules, regulations and impartiality in examination/ sanctioning of proposals**

Is: The internal auditors will review the proposals examined/ sanctioned by the Programme Division from the point of view of observation of funding guidelines of the Corporation, fair & impartial examination and financial propriety.

7. **Financial propriety/ economy & cost controls:** The firm of internal auditors will review the transactions not only to check their regularity, but also from the point of view of economy and financial propriety.
8. **Fixed asset accounting:** The firm of internal auditors will examine if the assets are properly safeguarded. Auditor will verify that assets purchased are properly entered in assets register, that the administration department conducts a periodical verification of assets and discrepancies, if any, are reported and investigated.
9. **Physical verification of stores:** firm of internal auditors may also be entrusted with the responsibility of reviewing the report of physical verification of stores conducted by the administration department and discrepancy if any are reported.
10. **Management reports:** Preparation/help/check in preparation of any information/ reports required by the management as and when required.
11. **Statutory Audit:** Assistance at the time of Statutory Audit/Govt. Audit of NCDC and help in the preparation of compliance of audit reports.
12. **Schemes Audit:** Audit of various schemes of GoI being implemented by NCDC and Corporation sponsored schemes.

4. **Certificates**

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

5. **Past Project Experience**

Proof for Past Experience and Project Experience clause: For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria: a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed. b. Execution certificate by client with contract value. c. Any other document in support of contract execution like Third Party Inspection release note, etc. **Proof for Past Experience and Project Experience clause:** For fulfilling the experience criteria any one of the following documents may be considered as valid proof for meeting the experience criteria: a. Contract copy along with Invoice(s) with self-certification by the bidder that service/supplies against the invoices have been executed. b. Execution certificate by client with contract value. c. Any other document in support of contract execution like Third Party Inspection release note, etc.

6. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

1. Location of audit- Audit will be done at Head Office in New Delhi. Vouchers of Regional Offices will be provided at Head Office.
2. Frequency of Audit - Quarterly
3. Accounting System used by NCDC - IFMS (in house system)
4. Visit to other locations outside Delhi NCR is not required. The fee is all inclusive and no other expenses/ charges/ fee will be paid
5. The firm should be empanelled with CAG for at least last 07 financial years. Copies of CAG empanelment certificates to be enclosed with the bid.
6. The contract period may be extended further on same terms and conditions, subject to satisfactory performance of the agency and approval of competent authority.

7. **Buyer Added Bid Specific ATC**

Buyer uploaded ATC document [Click here to view the file.](#)

अस्वीकरण/**Disclaimer**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses

on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.
5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Buyer added ATC Clauses which are in contravention of clauses defined by buyer in system generated bid template as indicated above in the Bid Details section, EMD Detail, ePBG Detail and MII and MSE Purchase Preference sections of the bid, unless otherwise allowed by GeM GTC.
16. In a category based bid, adding additional items, through buyer added additional scope of work/ additional terms and conditions/or any other document. If buyer needs more items along with the main item, the same must be added through bunching category based items or by bunching custom catalogs or bunching a BoQ with the main category based item, the same must not be done through ATC or Scope of Work.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.

This Bid is governed by the [सामान्य नियम और शर्तें/General Terms and Conditions](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in सामान्य नियम और शर्तें/General Terms and Conditions is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने

व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्रवाई का आधार होगा।/In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws.

---धन्यवाद/Thank You---

Engagement of firm of Chartered Accountants as Internal Auditor of NCDC for the year 2025-26

National Cooperative Development Corporation (NCDC), a Statutory body of the Ministry of Cooperation, Government of India, was established under an Act of Parliament (NCDC Act of 1962) for economic development through cooperative societies. NCDC has 21 offices across India, with Head Office at New Delhi, 19 Regional Offices in different States and a Training Academy at Gurugram.

The major objective of the Corporation is to promote, strengthen and develop farmer cooperatives for increasing production and productivity and instituting post harvest facilities. The objectives of NCDC are planning and promoting programmes for production, processing, marketing, storage, export and import of agricultural produce, foodstuffs, industrial goods, livestock and certain other notified commodities and services on cooperative principles and for matters concerned therewith or incidental thereto. NCDC provides liberal assistance to strengthen and develop cooperatives to the extent of 90-95% of the project cost which may include subsidy component of 15-25% under certain schemes to cooperatives in various States.

NCDC, 4, Siri Institutional Area, Hauz Khas, New Delhi – 110016 invites bids from reputed firms of Chartered Accountant for appointment of Internal Auditor of this Corporation for the financial year 2025-26. Final selection of the internal auditor will be made after the approval of Board of Management, NCDC. The Corporation reserves the right to accept any or reject all the bids without assigning any reasons thereof.

The Scope of Internal Audit will be as follows:

NCDC is a financial institution with 21 offices across India, with Head Office at New Delhi, 19 Regional Offices in different States and a Training Academy at Gurugram. The firm will be appointed for internal audit for NCDC as one unit.

1. **Checking of accounts maintained:** The firm of internal auditors will scrutinize records to see that the accounts maintained are accurate. For this purpose internal audit will scrutinize all transactions accounted for in books with reference to initial documents like bank voucher, journal voucher, cash voucher, pay roll, files of advances given to cooperative societies and state government, records of Govt. grants, records of regional offices, records of statutory dues, work contracts etc. and checking of books of accounts like general ledgers, bank book and final accounts.
2. **NCDC EP Fund and Employees Superannuation Scheme:** The internal auditors will verify and audit the transactions of the NCDC EP Fund and NCDC Employees Superannuation Benefit scheme.

3. **Taxation:** Calculation and verification of all statutory liabilities like Income tax, TDS on Income Tax, GST, TDS on GST and any other taxes.
4. **Internal control / internal check :** To safeguard against defalcation and fraud, the firm of internal auditors will review the effectiveness of the internal control system on a continuing basis. Any weakness observed will be reported to management and suggestions made to remove the weakness.
5. **Observance of rules, regulations and proper delegation of powers:** The firm of internal auditors will also check compliance with rules, regulations and accounting policies in letter and spirit. Internal audit will also bring to the notice of the management any cases of obsolete rules and procedures for rectification. Besides internal audit will see that acts done, expenditure incurred and approvals given are within the frame work of the delegation of powers.
6. **Observance of rules, regulations and impartiality in examination/ sanctioning of proposals:** The internal auditors will review the proposals examined/ sanctioned by the Programme Divisions from the point of view of observation of funding guidelines of the Corporation, fair & impartial examination and financial propriety.
7. **Financial propriety/ economy & cost controls:** The firm of internal auditors will review the transactions not only to check their regularity, but also from the point of view of economy and financial propriety.
8. **Fixed asset accounting:** The firm of internal auditors will examine if the assets are properly safeguarded. Auditor will verify that assets purchased are properly entered in assets register, that the administration department conducts a periodical verification of assets and discrepancies, if any, are reported and investigated.
9. **Physical verification of stores:** firm of internal auditors may also be entrusted with the responsibility of reviewing the report of physical verification of stores conducted by the administration department and discrepancy if any are reported.
10. **Management reports:** Preparation/help/check in preparation of any information/ reports required by the management as and when required.
11. **Statutory Audit:** Assistance at the time of Statutory Audit/Govt. Audit of NCDC and help in the preparation of compliance of audit reports.
12. **Schemes Audit:** Audit of various schemes of Gol being implemented by NCDC and Corporation sponsored schemes.

Pre-Qualification Eligibility Criteria

S.No.	Minimum Eligibility Criteria	Supporting Documents
1.	Firm must have Head or the Branch office in Delhi/NCR in operation for at least 7 years as on the date of submission of the bid. Consortium of companies/ firms is not allowed.	Self-Declaration on letter head, that the team will be based in Delhi/NCR and address of the office to be provided with the bid and Certificate of incorporation/Partnership Deed/LLPDeed/or any other relevant document.
2.	The bidder should have valid GST Registration & PAN.	The Bidder must submit valid copies of the PAN and GSTIN.
3.	Firm should not be blacklisted by Central Government or State Governments or Public Sector Undertakings or any Government Body during last five years from date of bid submission.	Self-Declaration on company's letterhead signed by the Authorized signatory of the bidder.
4.	The bidder should have Minimum 18lakh average annual turnover during the financial years 2021-22, 2022-23, 2023-24.	Certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant /Cost Accountant indicating the turnover details for the relevant period.
5.	The bidder should have at least 7 years' of similar experience and completed minimum 5 assignments of Internal Audit in Central/ State Govt. department/ Autonomous Bodies/ Public Sector Undertakings/ Public Sector Banks in India during the period 01.04.2018 to 31.03.2025.	Work order or Completion Certificate from client(s).
6.	The firm must have minimum of 5 partners.	Registration certificate of the firm issued by the Institute of Chartered accountants of India.
7.	The firm should be empanelled with Comptroller and Auditor General of India CAG for at least last 7 financial years.	Copies of CAG empanelment certificates to be enclosed with the bid.

Technical Evaluation Criteria

Bidders who meet the minimum eligibility criteria would be considered as qualified to move to the next stage of Technical and Financial evaluations. Bidder must qualify the following eligibility criteria and should submit required documentary proofs as indicated below. Bids which fail to qualify any of the following criteria will be rejected. To evaluate the Technical Bid, the Evaluation committee constituted by the NCDC shall examine the documents furnished by the Bidder in the Technical Bid as per below.

Sl.No.	Technical Qualification Criteria	Supporting Document	Max Marks
1.	The bidder should have at least 7 years' similar experience in Internal Audit in Central/ State Govt. department/ Autonomous Bodies/ Public Sector Undertakings/ Public Sector Banks in India during the period 01.04.2018 to 31.03.2025. ● 20+ assignments – 25 marks ● 16 to 20 assignments – 20 Marks ● 15 assignment – 15 Marks	Work order or Completion Certificate from client(s).	25
2.	Financial Parameter: Annual financial turnover during the financial year 2021-22, 2022-23 and 2023-24: >= 18 Lakh and <1 Cr: 10 Marks >= 1 Cr and <3 Cr: 20 Marks >= 3 Cr : 25 Marks	Certified Audited Balance Sheets of relevant periods or a certificate from the Chartered Accountant / Cost Accountant indicating the turnover details for the relevant period.	25
3.	Number of partners of the firms a) 2 (Two) marks for each partner: 2 b) 3 (Three) marks for each DISA partner c) 3 (Three) marks for each FAFD partner	Registration certificate of the firm issued by the Institute of Chartered accountants of India.	25
4.	Number of years of establishment of the firm >=7 and <20 = 10 marks >=20 and <30 = 20 marks >= 30 Years = 25 marks	Registration certificate of the firm issued by the ICAI. Information related to year of establishment of Head Office(s) & Branch office(s). Details of partners and their membership nos. etc as indicated in the certificate.	10
Total			100

Combined Evaluation Criteria:

1. Technical components will carry 70% weightage and financial components will carry 30% weightage.
2. The technical bids submitted by the Bidders will be evaluated on a maximum of 100 marks.
3. The minimum qualifying marks required in each section is 60%.
4. Only those bidders, who qualify technically, would be considered for financial evaluation.

Note:

NCDC decision in respect of evaluation and short listing of bidders will be final and no claims, whatsoever in this respect, shall be entertained.

Bid Securing Declaration Format
(On letter head of the bidder– duly signed and stamped)

<Date>

To

The Director,
General Administration Division
National Cooperative Development Corporation
4, Siri Institutional Area, Hauz Khas, New Delhi - 110016

Subject: Bid Security Declaration – Reg.

I/We. The undersigned, declare that:

1. I/We understand that bids must be supported by a Bid Securing Declaration.
2. I/We accept that I/We may be disqualified from bidding for any contract with you/ NCDC for a period of two years from the date of notification if I am /We are in a breach of any obligation under the bid conditions, because I/We
 - a) have withdrawn/modified/amended, impairs or derogates from the tender, my/our Bid during the period of bid validity or its extended period, if any; or
 - b) having been notified of the acceptance of our Bid by the purchaser during the period of bid validity
 - (i) fail or refuse to execute the contract, if required, or
 - (ii) fail or refuse to furnish the Performance Bank Guarantee/Security Deposit, in accordance with the Instructions to Bidders.
 - c) If the bidder is found indulging in any corrupt, fraudulent or other malpractice in respect of the bid; or
 - d) If there is a discrepancy between words and figures quoted by the bidder and the bidder does not accept that the amount in words prevails over amount in figure.
2. I/We understand this Bid Securing Declaration shall cease to be valid if I am/we are not the successful Bidder, upon the earlier of
 - (i) the receipt of your notification of the name of the successful Bidder; or
 - (ii) thirty days after the expiration of the validity of my/our Bid.

Signed: (insert signature of person whose name and capacity are shown)

in the capacity of (insert legal capacity of person signing the Bid Securing Declaration)

Name: (insert complete name of person signing the Bid Securing Declaration)

Duly authorized to sign the bid for an on behalf of (insert complete name of Bidder)

Dated on _____ day of _____(insert date of signing)

Corporate Seal (where appropriate)

(Note: In case of a consortium, the Bid Securing Declaration must be in the name of all partners to the consortium that submits the bid)

Format for Non-Blacklisting Certificate

(To be submitted on Bidder's letter head duly signed by the Authorized signatory)

To,

The Director, (Genl. Admin.)
National Cooperative Development Corporation
4, Siri Institutional Area, Hauz Khas
New Delhi 110016

This is to certify that _____ (name of the bidder), having registered office at _____ (address of the registered office), as on date of submission of the bid, doesn't have the status of being blacklisted/ debarred or made ineligible by Govt. of India / State Govt. /Govt. Agencies/ PSU for participation in future bids for unsatisfactory performance, corrupt, fraudulent or any other unethical business practices or for any other reasons.

In case our organization gets blacklisted/ debarred by any Government entity, even during the contract period, we will inform the same to the NCDC in writing within 15 days from the date of blacklisting. In case of concealing any such information with NCDC, we are liable for the termination of the contract.

Further, it is to certify that the firm does not have any legal, criminal, taxation, other cases pending against it that may have an impact affecting or compromising the delivery of services required.

Signature: (Authorized Signatory)

Name:

Designation:

Address:

Seal:

Date:

Non-Liquidation/Court Receivership Undertaking

(On letter head of the bidder– duly signed and stamped)

DECLARATION-CUM-CERTIFICATE
TOWHOMSOEVERITMAYCONCERN

This is to certify that the _____[Name of Bidder] is not under liquidation, court receivership or similar proceedings and is not bankrupt.

Signature: (Authorized Signatory)

Name:

Designation:

Address:

Seal:

Date: