



India Ports Global Limited

4th Floor, Nirman Bhavan, Mujawar Pakhadi Road,
Mazgaon, Mumbai – 400010, Maharashtra, India

TENDER REF. NO.:	
TENDER TITLE:	TENDER FOR APPOINTMENT OF AUDITOR FOR CONDUCTING PROPRIETY AUDIT
TENDER SUBMISSION DUE DATE & TIME:	21 st April, 2021 at 1500 HRS.
EARNEST MONEY DEPOSIT DECLARATION:	An Earnest Money Deposit Declaration as per format attached at Annexure “B” is to be submitted by bidders in lieu of Earnest Money Deposit
TENDER FEE:	Rs.1,000/- (Rupees One thousand only)

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TECHNICAL OFFER TENDER DOCUMENT PART –I

SECTION – I

Tender for Appointment of Auditor for conducting propriety audit

GENERAL INFORMATION

1. Introduction:

India Ports Global Limited (IPGL) was incorporated on 22nd January, 2015 as an SPV Company for the development of Chabahar Port and Jawaharlal Nehru Port Trust and Deendayal Port Trust was the shareholders. Currently Company is a wholly owned subsidiary of Sagarmala Development Company Limited having an authorized & paid up capital of Rs. 10 crores.

A MoU between the Government of the Republic of India and Government of the Islamic Republic of Iran over the Partnership of India in development Plan of Chabahar has been entered into on 6th May 2015. Thereafter Company has signed the Contract of equipping and operating Container / Multi-purpose Terminals at Chabahar Port in Iran with Aria Banader Iranian Port and Marine Services Company on 23rd May, 2016.

Company has to operate the Port for ten years as per the Agreement. In this context Company had incorporated its wholly owned subsidiary, “India Ports Global Chabahar Free Zone” (IPGCFZ) in Iran which was registered on 03rd June, 2018 to operate the port.

Company has entered Short Lease Contract on 06th May, 2018 and the operation was commenced on 25th December, 2018.

2. Objective of this tender:

- 1) To express an independent professional opinion with regard to efficiency, effectiveness and economy of the expenses relating to operation of Company and also that of the subsidiary i.e. IPGCFZ.
- 2) To undertake the above, Propriety Audit for the period since inception till 30th September, 2020. Propriety audit extends beyond the formality of the expenditure to its wisdom, faithfulness and economy. It should not only ensure that an

expenditure incurred is duly sanctioned by an appropriate authority but should also investigate the justifications and the necessity for it.

- 3) To ascertain if adequate systems are in place for good internal financial controls and if these were effective and being followed.
- 4) To ascertain if adequate diligence is being exercised for the expenditure being incurred and if these were optimal.
- 5) To ascertain the processes being followed and if these can be improved.
- 6) To ascertain and evaluate the adequacy and effectiveness of the financial management and internal control framework such that it provides project management with timely information and recommendations on financial discipline aspects to enable the management to take corrective actions, wherever necessary, in due time. Further, the other important aspect during the course of Propriety audit is to find whether
 - The assets of the company are safeguarded and not misused.
 - Check the utilization of funds to ascertain whether there is proper utilization or not.
 - The Budgeted and Actual results / performances are compared to find out the variances.
- 7) Actions taken are within the frame-work of sanction, authority, rule, procedure and law made by a competent body.
- 8) To ascertain the proprietary of policies, financial norms, procedures, various guidelines and manuals etc. that are being followed and whether those were consistently complied with.
- 9) To identifying areas for improvement and critical weakness, if any and to advise if necessary on preventing or reducing losses and increasing productivity and/or mechanisms for improving performance.

3. Tender fees and Submission of tender document:

Sealed quotations are invited for conducting Propriety Audit at our Corporate Office for the period from both company's inception till 30th September 2020 from registered firms of Chartered Accountants.

- 1) **Submission of Offer:** The Tender documents complete in all respects shall be submitted in 2 (Two) parts i.e. Part-I (Technical Bid) comprising profile, credentials, EMD), Processing Fee and signed copy of tender document as token of acceptance of conditions) and Part-II (Financial Bid) sealed in 2 (Two) separate envelopes clearly superscribed "Technical Bid" & Financial Bid" on the respective envelopes. Both the Bids i.e. Technical Bid and Financial Bid shall be sealed in a separate envelope superscribed with "Appointment of Propriety Auditor of IPGL" with complete tender details superscribing tender No. & Date, Name & address of the Bidder.
- 2) **Last date & time of submission of quotation 21st April, 2021 at 1500HRS**
- 3) **Validity of Offer:** The offer shall be valid for a period of Sixty days from the date of submission.
- 4) Any further clarifications can be sought from Shri Krishna Kumar Singh, Manager (Finance & Accounts).
- 5) Firm selected by IPGL shall give an undertaking (given as Annexure C) to follow ethics and the information provided by IPGL shall be kept strictly confidential. The Firm shall comply with all the applicable rules and regulations as prescribed under the law.
- 6) Firm or any partner of the firm should not be banned / blacklisted by any Central Public Sector Undertakings / Public Financial Institutions as per Section 2(72) of the Companies Act 2013 / Schedule Commercial Bank/ Any government body in respect of any assignment / job/ behavior during the last 5 years. **Self-Certified affidavit on stamp paper of Rs.100/- to be given in this regard by the authorized representative / partner of the firm.**
- 7) IPGL has the right to accept or reject any/all of the offers without assigning any reason thereof. No claim on this account shall be entertained by IPGL. IPGL may at its discretion seek additional information or clarification at any stage in support of the bid.
- 8) Corrigendum/addendum, if any, shall be displayed on IPA/SDCL website only i.e. www.ipa.nic.in/www.sdclindia.com and same shall be binding on all the agencies.
- 9) Bidders willing to attend the opening of bids may send their authorized representative with authority letter. Only one representative shall be allowed to attend the opening of bids.

- 10) All instructions, notices and communications etc. under the contract given in writing and if sent to the last known place of the business, shall deem to have been served on the firm on the date when dispatch by registered post/speed post is made at the address of the firm.
- 11) In case of dispute, Arbitrator(s) would be appointed by fina, IPGL and the jurisdiction will be Mumbai.
- 12) The Audit firm appointed by IPGL shall not sub-contract the work.

4. BID SECURITY (EARNEST MONEY DEPOSIT) DECLARATION.

- a. The tenderers have to submit a Bid Security (Earnest Money Deposit) declaration in the prescribed format, attached at Annexure "B".
- b. The Earnest Money Deposit (EMD) declaration will be returned to the successful tenderer in original only after his accepting the contract and submission of Security Deposit and/or Performance Guarantee.

5. ASSESSMENT OF TENDER

- 1) The tender will be assessed first on the basis of the information furnished in Part I of the tender comprising the "Technical Offer/Bid". On the basis of such technical information, the Company will assess the capability of the Tenderer to undertake the contract and, if found unsuitable shall reject the tender, in which case their "Price Offer/Bid" will not be opened. Decision of the Company in this regard shall be final and binding. **Please note that all the information required in the "PROFORMA FOR SUBMISSION BY TENDERER" should be properly filled and all documents of the Technical Offer/Bid - Part I, must be attached with the tender.**
- 2) Once a tender is accepted on technical grounds, the selection among such technically qualified tenderers would be only on the basis of lowest prices quoted. However, the Company reserves the right to reject all/ any of the tenders without assigning any reasons and the decision of the Company in this regard shall be final and binding.
- 3) The Tenderers are requested to quote their best and final offer. No revised offer shall be entertained. No conditional quotations will be accepted.

6. Designation and contact details of persons for this tender are:

TECHNICAL OFFER TENDER DOCUMENT PART – I

SECTION – II

**Tender for Appointment of Auditor for conducting propriety audit of
India Ports Global Limited**

ESSENTIAL CONDITIONS –ELIGIBILITY CRITERIA

- 1) Should be an independent firm of Chartered Accountants with a minimum experience of ten years from the date of registration till 31st March, 2020. Kindly attach the self-certified Registration Certificate issued by the Institute of Chartered Accountants of India.
- 2) The firm should have minimum three full time partners and one of them should have an experience of 10 years or more in practice.
- 3) The firm should have conducted at least 3 (three) Internal Audits / Statutory Audits in the last five financial years of separate body corporates. Concurrent audit / inspection / revenue audit / statutory audits etc. of branches of banks will not be considered. Out of 3 audits, at least one company should have a net worth of Rs 50 crore.
Out of three audits, at least one audit should be of a PSU.
- 4) The firm must have Head (Registered) Office / branch office in Mumbai. In support of the Address proof, self-certified copy of the constitution certificate issued by the Institute of Chartered Accountants of India (ICAI) would be submitted. In support of the number of employees, self-certification on the letterhead of the firm to be provided.

IMPORTANT:

It is mandatory to furnish relevant proofs, documents, certificates etc. for the eligibility criteria mentioned above.

TECHNICAL OFFER TENDER DOCUMENT PART – I

SECTION –III

Tender for Appointment of Auditor for conducting propriety audit of

India Ports Global Limited

GENERAL TERMS AND CONDITIONS

1. PERIOD OF CONTRACT & TERMS:

- 1) The Contract will be for period of 90 days from the date of appointment of the Auditors. The Final report for the audit is to be submitted within 45 days from the date of appointment. . Audit will be conducted as per Audit Scope provided in point- 4 above. However, the Auditor may be required to make presentation giving executive summary of the Final Report to the Board after expiry of 90 days. The term of 90 days may be extended on discretion of the Management subject to adequate reasons furnished for the delay are accepted by the Management of the Company. On acceptance of the report by the Board, professional fees will be paid as per the tender terms.
- 2) The appointment of Auditors will be for the audit of the period starting since inception of the Company to 30th September, 2020. The audit assignment and audit period may be extended for an additional period of maximum two terms of one year each subject to satisfactory performance and the discretion of the management on the same rates and terms & conditions.
- 3) If progress/performance of the audit firm is not found satisfactory by the Company or there are in-ordinate delays in submission of reports, the management reserves the right to terminate the appointment of the Firm.

2. PERFORMANCE GUARANTEE

- 1) The successful Bidder shall have to submit performance security of 3% of the total Contract value within 7 days of receipt of Letter of Acceptance, in the form of Bank

Guarantee or Fixed Deposit in favour of IPGL, from any Nationalized/scheduled commercial bank.

- 2) The tenure of such Guarantee/ Fixed Deposit should be valid upto two months after the completion of the contract. In case, the time for completion of work gets extended, the contractor shall get the validity of performance security extended to cover such extended time for completion of work plus 60 days.
- 3) In the event the tenderer (s) gives up the work before expiry of the contract including extension period, if any, or is unable to service the contract for whatever reason, the Performance Guarantee shall stand forfeited.
- 4) No interest shall be payable on the Performance Guarantee.

3. DISQUALIFICATION

The tender is liable to be disqualified if:

- 1) Not submitted in accordance with terms and conditions of the Tender documents.
- 2) During validity of the quotation period or its extended period, if any, the Tenderer increases his quoted prices.
- 3) The Tenderer qualifies the tender with his own conditions.
- 4) Tender received in incomplete form including price schedule.
- 5) Tender received after due date and time.
- 6) Not accompanied by Tender Fees or EMD.
- 7) Not accompanied by all requisite documents.
- 8) Information submitted in Technical Offer/Bid is found to be incorrect or false at any time either during the processing of the tender (no matter at what stage) or during the tenure of the contract including the extension periods, if any.
- 9) Awardee of the contract qualifies the letter of acceptance of the contract with his conditions.
- 10) If tenderer is found to be in arrears or default with regard to payment of dues to any of the Govt. organizations/ large corporate firms / Nationalized Banks /Reputed Private firms etc.
- 11) Multiple tenders being submitted by one Tenderer or if common interests are found in two or more Tenderers, all such Tenderers are liable to be disqualified.
- 12) While processing the tender, if it comes to the knowledge of Company that some of the Tenderers have formed a cartel resulting in delay/ holding up the processing of

tender. All such Tenderers involved in cartel are liable to be disqualified for this contract as well as for a further period of two years.

13) Canvassing in any form shall lead to disqualification.

4. BILLING

- 1) Fee is to be quoted excluding GST. TDS will be deducted as applicable. GST will be paid extra as applicable.
- 2) Tenderers shall note that no out of pocket expenses, travelling, conveyance and lodging and boarding expenses would be reimbursed for the visits to the various offices of IPGL and it's Subsidiary Company.
- 3) The tenderer shall submit their original invoice, complete in all respect, to the HO.
- 4) Bills will be settled only when all services mentioned in the corresponding Purchase Order / Work order are executed. In the event of failure to execute any order in full, the Company reserves the right to withhold payment for part services till the order is fully executed.
- 5) Payments of bills will be made within 60 days from date of submission of bills, complete in all respects.
- 6) Any dispute regarding payment must be raised within 90 (ninety) days from the date of settlement of the final bills, failing which same will not be entertained.

5. RISK PURCHASE CLAUSE

If at any time during the currency of the contract it is found that –

- (a) Tenderer has failed to arrange services from the date of commencement of the contract, or
- (b) The services are not arranged in time, or assigned job has not been completed in time, or
- (c) The services rendered by the tenderer are found unsatisfactory,

The Company will be at liberty to obtain the services from alternative sources at the risk and cost of the tenderer.

6. TERMINATION CLAUSE

The Company reserves its right to terminate the contract for any reason at its absolute discretion including but not limited to the following:

- i. If the tenderer is adjudicated insolvent by a Competent Court or files for insolvency or if the Tenderer being a company is ordered to be wound up by a Court of Competent Jurisdiction.
- ii. If the tenderer commits any breach of the terms of this contract / tender document.
- iii. If any charge sheet is filed by a competent authority of the Government against the tenderer or the company, or the tenderer is convicted by a criminal court on grounds of moral turpitude.
- iv. The tenderer is involved in wrongful billing.
- v. In the event of unsatisfactory service or failure on the part of the tenderer at any time, to carry out the terms and conditions of the contract to the satisfaction of the Company, of which the Company shall be the sole judge, the Company reserves the right to forthwith terminate the contract and in such an event the tenderer shall have no claims whatsoever against the Company in consequence of such termination of the contract.
- vi. Any alteration in tender documents noticed subsequently even during the tenure of the contract.
- vii. Information furnished in Technical Offer/Bid including of supporting documents is found to be incorrect or false at any time during the tenure of the contract including the extension period if any.

The decision of the Company in terminating the contract will be final and binding on the tenderer.

It is clearly understood by the Tenderer that if a charge sheet is filed by any competent authority of the Government against the Tenderer, the Tenderer is obliged to notify the Company within fifteen days of filing of the charge sheet. Failure to do so shall result in forfeiture of all payments due to him for supplies made after the date of the filing of the charge sheet.

If there is a change in the name of the Tenderer's firm / company's etc. arising out of:

- (i) merging with some other company or
- (ii) collaboration with some other company or
- (iii) for any other reason

or, if any changes take place in the proprietorship or partnership of the Tenderer's firm, the Company should be intimated within 30 (Thirty) days of such changes, failing which all payments will be withheld and the Company may terminate the contract as may be deemed necessary in view of the changed / altered scenario. Whatever be the reason of changes, the subject contract would be terminated unless the new company/entity accepts the subject contract at the same rates, terms and conditions lay down herein, unless decided otherwise by Company's Management.

7. TENDERER TO INFORM HIMSELF FULLY:

The tenderer shall closely peruse all the clauses, specifications and requirements etc., indicated in the tender documents, before quoting. If the tenderer has any doubt about the meaning of any portion of the tender specification or finds discrepancies or the omissions in the specifications or if the tender documents are found to be incomplete or required clarification on any of the technical aspects, scope of work etc, he shall at once contact the official inviting the tender, before submission of the tender.

Tenderers are advised to study all the tender documents carefully. Any submission of tender by them shall be deemed to have been done after careful study and examination of the tender documents and with the full understanding of the implications thereof. The specifications and terms and conditions shall be deemed to have been accepted unless otherwise specifically commented upon by the tenderer in his offer.

8. EXIT CLAUSE

The COMPANY at its sole discretion can terminate the contract without assigning any reasons whatsoever by giving **THIRTY (30)** days' notice to the tenderer.

DECLARATION

We, the undersigned, have perused the above-mentioned Terms and Conditions and we agree to abide by them in case the contract is awarded to us.

We further state that we have quoted rates the professional fees for consultancy services for the Price Offer of this tender keeping in mind the above-mentioned terms and conditions.

***(Signature of the Tenderer
With Rubber stamp of the firm)***

Place : _____.

Date : _____.

TECHNICAL OFFER TENDER DOCUMENT PART – I

SECTION – IV

Tender for Appointment of Auditor for conducting propriety audit of India Ports Global Limited

BROAD SCOPE OF WORK

Provide IPGL & IPGCFZ with timely and real time information on financial management aspects including internal controls, compliance with financing agreements, Propriety audit of the decisions and institutions / areas in need for improvement and to enable follow-up action. This audit is directed towards an examination of all actions taken to see whether these have been taken in the best interests of the undertaking and conform to accepted principles of financial propriety.

The Scope of Audit includes audit of IPGL & its Subsidiary Company i.e. IPGCFZ. The appointment of Auditors will be for the audit of the period starting since inception of the Company to 30th September, 2020. The auditor would be given access to any information relevant for the purposes of conducting the audit. This would normally include all legal documents, correspondence, Books of accounts, Finance Management Manual , Project related documents, Government Orders and Office Orders and any other information associated with the project and as deemed necessary by the auditor.

The broad scope of work for the Auditor is to examine in totality, of all financial operations of IPGL & its Subsidiary Company i.e. IPGCFZ with a view to ascertain whether due regard has been paid to regularity, probity, and propriety, economy, efficiency, and effectiveness in expenditure. Audit also includes financial, and performance audit of the IPGL & its Subsidiary Company i.e. IPGCFZ.

The minimum scope of work to be covered in this Audit is indicated below and is not exhaustive:

- 1) Review: (i) methods and procedures, (ii) orderly and efficient conduct of activities, (iii) adherence to management policies, (iv) prevention and detection of frauds and errors
- 2) Audit the company's affairs constructively to promote economical, effective and efficient governance of the company.
- 3) Identify and evaluate risks to the organization in terms of propriety.
- 4) Ascertain and evaluate the adequacy and effectiveness of the financial management and internal control framework.
- 5) Take account of known strengths and weaknesses in the internal control systems with regard to propriety.
- 6) To assess the adequacy of the internal financial control systems and procedures for safeguarding the interest of the IPGL & its Subsidiary Company i.e. IPGCFZ, detecting fraud or irregularities and safeguarding the assets of the IPGL & its Subsidiary Company i.e. IPGCFZ.
- 7) Provide assurance that adequate controls exist to prevent failures of propriety. In this instance, the review remit might extend to testing the operation of such controls.
- 8) Detect and Examine instances of significant failures of propriety, if any.
- 9) Provide an assessment of the achievement of economy, efficiency and effectiveness (Value for money) in the implementation of the mandated activities.
- 10) Verify whether every officer has exercised the same vigilance in respect of expenditure incurred from public money, as a person of ordinary prudence would exercise in respect of expenditure of his own money under similar circumstances. Principles: – Propriety requires the transactions, and more particularly expenditure, to conform to certain general principles of financial propriety, and under proper sanction.
- 11) Ascertain compliance of policies, financial norms, procedures, various guidelines and manuals etc. as applicable.
- 12) Identifying areas for improvement and critical weakness, if any.
- 13) Provide management with timely information and recommendations on financial management aspects including internal controls, compliance with financing agreements Propriety audit of the institutions/areas in need for improvement and to enable the management to take corrective actions, wherever necessary, in due time.

The above will involve regular visits to Company to check adherence with internal control requirements like bank reconciliations, timely maintenance of books/accounting software, propriety audit of decisions made and accuracy of reporting. The auditor would be given access to any information relevant for the purposes of conducting the audit. This would normally include all legal documents, correspondence, Books of accounts, Finance Management Manual, Project related documents, Government Orders and Office Orders and any other information associated with the project and as deemed necessary by the auditor.

The Audit firm will submit an Audit Schedule in advance to Company and agree the schedule with the Company. The Final Report shall be prepared and submitted to the Company Secretary within 45 days from the date of appointment. The Auditors report should contain suggestions and recommendations to eliminate / reduce risk, strengthen controls and streamline processes.

The Auditors should perform the audit covering the minimum work as mentioned above in the scope of work but not limited to the above and submit their audit report which should also contain the following:

- Highlight significant discrepancies observed during the Audit and the observations in which, the auditor feels immediate attention of management specifying the financial implications, if any.
- Confirm all payments made by company and expenses incurred are in order
- Confirm recoveries if any that are required to be made for expenses incurred
- Deviations/Observations from policies, systems and procedures.
- Confirmation regarding implementation of policies, systems, controls etc. to avoid the recurrence of such irregularities in future.
- Systems & Processes being followed and shortcomings and improvements for strengthening proprietary and Governance.
- Suggestions and recommendations to eliminate / reduce risk, strengthen controls and streamline processes.
- Indicate the improvements made by the Company based on the audit observations.

The Company Secretary will on evaluation of the report with the Managing Director will submit the final report to the Board. The Auditor will make presentation giving executive summary of the Final Report to the Board. On acceptance of the report by the Board, professional fees will be paid as per the tender terms.

**Tender for Appointment of Auditor for conducting propriety audit of
India Ports Global Limited**

TECHNICAL BID PART-I - PROFORMA FOR SUBMISSION BY TENDERER

	PARTICULARS	
1	Name of the CA Firm	
2	Firm or any partner of the firm should not be banned / blacklisted by any Central Public Sector Undertaking /Public Financial Institution as per Section 2 (72) of the Companies Act 2013/ Schedule Commercial Bank/ any Government Body in respect of any assignment/ job/ behaviour during the last 5 years. (Self- Certified affidavit on stamp paper of Rs.100/- to be given in this regard by the authorized representative / partner of the firm.)	
3	ICAI Registration Number of Firm (Proof to be Attached)	
4	Year of establishment	
5	Complete postal Address with PIN code of the Head Office and Branch Office of the Firm (Branch Office will be treated as per certificate of the institute).	

6	<p>Contact details: Address of the Firm with the following details (Branch office will be considered. As per details available in the Certificate of practice).</p> <p>Phone No(s)</p> <p>Mobile No(s)</p> <p>Fax No(s)</p> <p>E-Mail ID(s)</p>	
7	<p>Details of Chartered Accountants partners:</p> <p>a. Number of partners.</p> <p>b. Name of Partners</p> <p>Please state ICAI Membership number and year of starting practice against each). (Proof to be attached)</p> <p>c.Details of Audit/ Audit experience of the Firm. Name and location of Major clients for Internal Audit / Statutory Audit of PSU(s) / Listed companies/Financial Institutions/ Banks/ NBFCs of repute (Proof to be enclosed).</p>	
8	<p>Details of Audit undertaken during last five years i.e. 2015-16, 2016-17, 2017-18, 2018-19 and 2019-20. (Details to be attached)</p>	
9	<p>PAN of the firm</p>	
10	<p>GST No.</p>	
11	<p>Bank Account Number with details of Name of the Bank, Branch Address, Bank code, IFSC code</p>	
12	<p>The successful Bidder shall have to submit performance security of 3% of the total Contract value within 7 days of receipt of</p>	

	<p>Letter of Acceptance, in the form of Bank Guarantee or Fixed Deposit in favour of IPGL, from any Nationalized/scheduled commercial bank. The tenure of such Guarantee/ Fixed Deposit should be valid upto two months after the completion of the contract. In case, the time for completion of work gets extended, the contractor shall get the validity of performance security extended to cover such extended time for completion of work plus 60 days.</p>	
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13. Declaration:

I/We hereby certify that:

- (a) All partners whose names are mentioned at point no.7 above are whole time partners in the firm.
- (b) All information and attachments submitted in this application are correct and true to the best of my/our knowledge.
- (c) I/We are aware that any false information provided herein will result in rejection of the application and suspension of registration.
- (d) I/We hereby accept all terms & conditions of the Tender document.

(Signature of the Tenderer)

Full Name :

Designation :

Company Seal :

Place :

Date :

Note:

1. Documentary evidences of all the information as stated above are to be furnished along with the offer.
2. All the pages of the terms & conditions and documents submitted are to be signed and affixed with the seal of the firm.

**Sub: Tender for Appointment of Auditor for conducting propriety audit of
India Ports Global Limited**

Due Date: _____

BID SECURITY (EARNEST MONEY DEPOSIT) DECLARATION

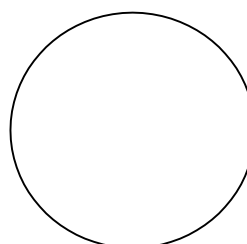
We the below mentioned tenderer for the "**Tender for Appointment of Auditor for conducting propriety audit of India Ports Global Limited**", hereby certify that we have read and understood all terms and conditions (both Part I and Part II) of the tender and hereby agree and accept them unequivocally, including corrigendum/addendum issued, if any.

We further affirm that our bid/tender submission is earnest and we understand and hereby accept that the validity period of our bid is as per terms and conditions of the tender and also agree to the fact that if we withdraw or modify our bid during its validity or fail to submit a Performance Bank Guarantee within 15 days from the date of intimation of award of contract or if we have been awarded the contract and we fail to sign the contract, we shall stand suspended from participating in all tenders of the Company for a period of two years effective from the date as decided by the Company.

Place: _____

**Signature of the tenderer
with rubber stamp of the company**

Date: _____



Tender for Appointment of Auditor for conducting propriety audit of

India Ports Global Limited

FORMAT OF UNDERTAKING

(To be submitted on Letter Head of Selected Bidder)

Date:

To:

Managing Director
India Ports Global Ltd
4th floor, Nirman Bhavan,
M.P. Road, Mazgaon,
Mumbai-400021

We, the undersigned, declare that:

- (a) We understand that IPGL requires that the Firm must observe the highest standard of ethics during the procurement and execution of such contracts. We confirm and undertake that we have not been / shall not engage in corrupt, fraudulent, collusive, or coercive practices during the performance of this assignment;
- (b) The Firm and its personnel shall treat all matters in connection with this assignment as strictly confidential and undertakes not to disclose, in any manner whatsoever, information, documents, technical data, experience, etc. provided by IPGL without the prior written consent of IPGL.
- (c) The Firm further undertakes to limit the access of confidential information to those of its employees, who reasonably require the same for the proper performance of this assignment.

Name.....

In the capacity of

Signed and Sealed

Duly authorized to sign the Bid for and on behalf of

Date

FINANCIAL BID PART-II

(To be submitted in separate envelope)

**Sub: Tender for Appointment of Auditor for conducting propriety audit of
India Ports Global Limited**

Name of the Bidder & Address:

I/We have read all terms and conditions of the Tender carefully and hereby offer/quote Proprietary Audit Fees for the period 22nd January, 2015 to 30th September, 2020 of IPGL, Mumbai & for the period 3rd June , 2018 to 30th December, 2020 of IPGCFZ, Iran as Rs.

—
(Rupees in words) exclusive of GST*

*(GST will be paid extra as applicable).

Signature of the bidder with seal

Place: _____

Full Name: _____

Date: _____

Designation: _____

NOTE: No other amount will be paid by the company other than the fee quoted by the bidder. Lump sum fee for full audit assignment be quoted.