

**Expression of Interest (EOI) only for CAG empaneled Chartered Accountants firm
for Statutory Audit of NHSRC**

On behalf of the Executive Director-NHSRC, Expression of Interest (EOI) for CAG empaneled Chartered Accountants firm for Statutory Audit of NHSRC. Eligible and interested firms may send their EOI to the Principal Administrative Officer, National Health Systems Resource Centre, NIHFV Campus, Baba Gangh Nath Marg, Munirka, New Delhi -110067.

About NHSRC-

The National Health Systems Resource Centre (NHSRC) is a registered Society under the Ministry of Health & Family Welfare, Government of India to provide technical assistance to the central & state government. It was established on 8th December 2006 as a Society under Societies Registration Act XXI of 1860. It's mandate is to assist in policy and strategy development in the provision and mobilization of technical assistance to the states and in capacity building for the Ministry of Health and Family Welfare (MoHFW) at the centre and in the states.

National Health Systems Resource Centre (NHSRC) worked as a technical support wing of Ministry of Health & Family Welfare, Govt. of India. NHSRC acts as a nodal agency for channelising the Technical Assistance (TA) to central and state governments for effectively implementing the NHM, with a specific focus on health system strengthening, capacity development & comprehensive Primary Healthcare. The Key technical areas of NHSRC are Community Processes, Healthcare Financing, Healthcare Technology, Human Resources for Health, Public Health Administration, and Quality Improvement in Healthcare.

It has a 23 member Governing Body, chaired by the Secretary, MoHFW, Government of India with the Mission Director, NHM as the Vice Chairperson of Governing Body and the Chairperson of its Executive Committee. Of the 23 members, 14 are ex-officio senior health administrators includes four from the states, 9 are public health experts from academics and civil society with the Executive Director, NHSRC who is the Member Secretary of both the Governing Body and the Executive Committee. NHSRC's governing body meet sanctions its annual work agenda and its budget.

Audited Accounts Report for the previous years is uploaded at our website (www.nhsrccindia.org) for your ready reference.

You are requested to confirm willingness to provide services by your firm with the following information positively by **13th October 2021** to **“The Principal Administrative Officer”**, NHSRC at the given office address:

Schedule to the Invitation of Financial Quote:

1.	Last date and time for submission of bids	1700 Hrs. on 13 th October 2021
2.	Date and time for opening of SINGLE BID Technical cum Financial Bid	1500 Hrs. on 14 th October 2021
3	Service to be provided	Annual audit, Income Tax return filing
4	Period/Extension of contract	<ul style="list-style-type: none">Initially for 1 year.Extendable maximum up to 2 more years
5.	Validity of tender offers	<ul style="list-style-type: none">Three years

Eligibility: CA firms should submit documentation to determine eligibility criteria.

1. CA firm must CAG empaneled for FY 2021-22 list issued by CAG.
2. CA firm has experience to conduct statutory audit of public health organizations/Societies/NGO.
3. Details of firm GST, PAN details along with last 3 years IT return.
4. CV of your firm along with previous audit experiences preferably with Autonomous organizations/Societies/NGOs & their contact details and other information with supporting documents.
5. Financial quote in a sealed envelope for the following services (refer **Annexure-“I”** format for Financial Bid):
 - a. Audit fee and Income Tax filing fee
 - b. Charges to provide Opinion, if required
 - c. Charges for handling Income Tax scrutiny case, if required
6. One representative from your firm is desired to be present while opening of financial bid.

Please note:

1. Timeline for completion of the annual audit process of NHSRC is **90 days** from end of the financial year.
2. L1 will be decided based on the quote given for services as at Sr. No. 5(a) above.

To Apply:

Chartered Accountants firms are requested to revert with all essential documents along with sealed envelope of financial bill latest by **13th Oct-21**. EOI to the Principal Administrative Officer, National Health Systems Resource Centre, NIHFV Campus, Baba Gang Nath Marg, Munirka, New Delhi -110067.

Financial Quote

S.no.	Services to be provided	Professional fee (Amount in Rs.)	Remarks (if any)
i.	Audit fee and Income Tax filing fee		
ii.	Charges to provide Opinion		
iii.	Professional fee for handling Income Tax scrutiny case		

- The rates quoted shall be inclusive of all taxes. Nothing extra shall be applicable.
- L1 will be decided based solely on the quote given for services as at Sr. No. (i) above.
- Applicable TDS/statutory deductions will be applicable.

SIGNATURE OF BIDDER
(Prop. / Partner/ Authorized Signatory)

Name & Address with Seal of the firm

(FOR OFFICIAL USE ONLY)

Quote Accepted for further processing.

* Quote rejected (Reasons for rejection.....)