

No. NMDC/COAL/RFP/2022/01

Dt.12/08/2022

To,
The Chairman,
Sothorn India Regional Council,
The Institute of Chartered Accountants of India,
Hyderabad.

Sub: RFP for Empanelment of CA Firms for MDO (M/s Tokisud Mining Pvt. Ltd.)
of M/s NMDC

Dear Sir,

We have issued RFP (Request for Proposal) for **Creation of a Panel of CA Firms** for carrying out the work of "**Statutory Audit of M/sTokisud Mining Private Limited, a company registered under the provisions of The Companies Act' 2013** and having its registeredoffice at 8-2-268 K/37 & 39, Plot No 37 & 39, Navodaya Colony, Banjara Hills, Hyderabad, Telangana, India , 500034 who is the **Mine Developer and Operator or MDO" of M/s NMDC Limited for Coal operations at Tokisud in Hazaribagh District of Jharkhand.**

It is requested to kindly host the above referred RFP on the notice Board at SIRC, hyderabad and also on your website.

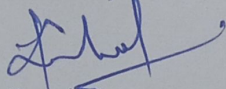
The tender for RFP is also uploaded in the NMDC website and the link is

<https://nmdcportals.nmdc.co.in/nmdctender/home/tender-details?enc=ivuRvkRDIII%3D>

The copy of the RFP is also attached for your needful action please.

Thanking You,

Sincerely Yours,



Kaushal Kumar,
Sr. Mgr (Fin.),
NMDC Ltd., Coal Division,
Ranchi,
#9406469422.



**NMDC LIMITED
(A GOVERNMENT OF INDIA ENTERPRISE)
JSFC BHAWAN, 2nd FLOOR
KADRU MAIN ROAD
RANCHI-834002
JHARKHAND**

REQUEST FOR PROPOSAL

FOR

EMPANELLEMENT OF CHARTERED ACCOUNTANT FIRMS

**FOR
STATUTORY AUDIT
OF**

**M/S TOKISUD MINING PVT. LTD, MDO OF TOKISUD NORTH COAL MINE OF
NMDC**

**RFP NO: NMDC/COAL/TMPL-AUDIT/2022/01
08/08/2022**

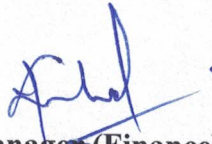
**Last Date of Submission: 23/08/2022 – 3:00 PM
Mode of Submission: E-Mail at tokisud@nmdc.co.in
Contact Person: Kaushal Kumar
Contact Number: 9406469422**

REQUEST FOR PROPOSAL (RFP)

RFP NO: NMDC/COAL/AUDIT/2022/01, Dt. 08/08/2022

Sealed proposals are invited from the Chartered Accountant (CA) Firms meeting the requisite criteria in this RFP for **Creation of a Panel of CA Firms** for carrying out the work of **“Statutory Audit of M/s Tokisud Mining Private Limited, a company registered under the provisions of The Companies Act’ 2013** and having its registered office at 8-2-268 K/37 & 39, Plot No 37 & 39, Navodaya Colony, Banjara Hills, Hyderabad, Telangana, India , 500034 (hereinafter referred to as the Mine Developer and Operator or MDO”.

1. Late /delayed proposals shall not be accepted under any circumstances after the due date and time of submission of RFP.
2. Each Firm shall submit only one proposal in compliance with the requirements of the RFP. Alternative proposals will not be considered. Submission of more than one proposal by the firm will cause disqualification and all the proposals submitted will be treated as null and void.
3. Period of Empanelment: The period of empanelment would for five years from the date of empanelment.
4. Validity: The proposals submitted shall be valid for a period of Three Month (90 Days) from the date of opening of RFP.
5. Any person signing the RFP form or any documents forming part of the contract shall be deemed to have necessary authority on behalf of the Firm and if it subsequently comes to light that the person so signing had no authority to do so, NMDC may without prejudice to other civil and criminal remedies cancel the empanelment or the RFP and hold the firm liable for all costs and damages.
6. NMDC reserves the right to accept or reject any and all the RFPs without assigning any reasons thereof. NMDC also reserves the right to call for any other details and information from any of the Firms.
7. NMDC does not bind itself to accept any RFP and may cancel/withdraw the RFP without assigning any reason and no claim whatsoever, for any reason arising out of such action, will be entertained by NMDC.
8. Firms are required to provide their Bank Account Details.
9. PAN and GST number is to be indicated by the Firm in the RFP.


Sr. Manager (Finance)
NMDC Limited
Ranchi

कौशल कुमार / Kaushal Kumar
वरिष्ठ प्रबंधक (वित्त) / Sr Manager (Finance)
कोयला विभाग / Coal Division
एन.एम.डी.सी. लिमिटेड / NMDC Ltd.

INSTRUCTIONS TO FIRMS (ITF) & GENERAL TERMS & CONDITIONS OF RFP

TABLE OF CONTENTS

Clause No	Title	Page no
01	Introduction	4
02	Intent of the RFP	5
03	Scope of Work	5
04	Price and Terms of Payment	5
05	Effective Date	5
06	Time Schedule for Completion of the Work	5
07	Termination of the Appointment	5
08	Pre-Qualification Criteria	6
09	Evaluation of the proposals	7
10	Validity of RFP	7
11	Receipt of RFP	7
12	Other Terms & Conditions	7
13	Settlement of Disputes and Arbitration	8
14	Corrupt or Fraudulent Practices	8
15	Corporation Rights	8
16	Definition of Terms	9
	Annexure I– Checklist	10

01. Introduction

NMDC was incorporated in 1958 as a Government of India fully owned public enterprise. It is under the administrative control of the Ministry of Steel, Government of India.

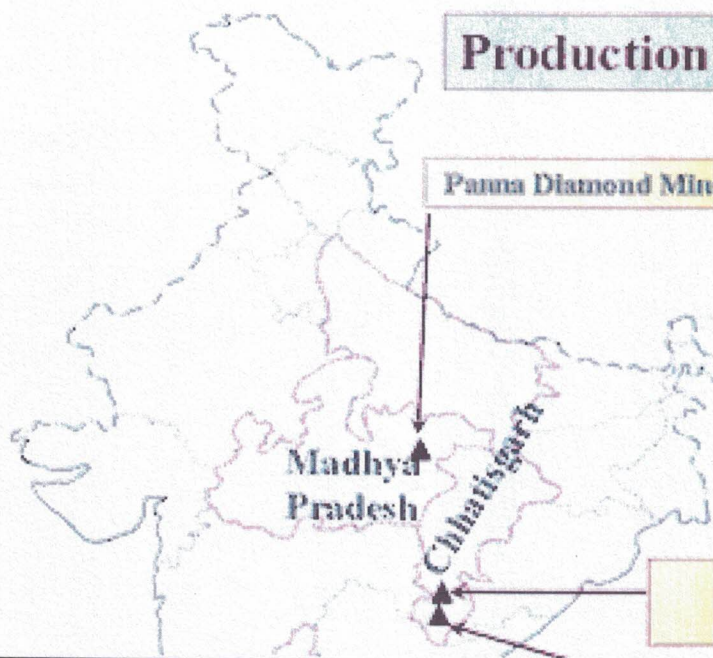
Since inception, company is involved in the exploration of wide range of minerals including Iron ore, Copper, Rock Phosphate, Limestone, Dolomite, Gypsum, Bentonite, Magnesite, Diamond, Tin, Tungsten, Graphite, Beach sands etc.

Company is India's single largest iron ore producer, presently producing about 43 million tonnes of iron ore from 3 fully mechanized complex viz., BIOM- Kirandul Complex, BIOM- Bachel Complex in Chhattisgarh State and DIOM- Donimalai Complex in Karnataka State. Company projects have following accreditations:

- ISO 9001: 2008 - QMS Certification for all its iron ore mines and R&D
- ISO 14001:2004 - EMS Certification for all its production mines
- OHSAS 18001:2007 - OHMS Certification for all its production mines

Strong back up of an ISO 9001 certified R&D Centre, which has been declared as the "Centre of Excellence" in the field of mineral processing by the Expert Group of UNIDO.

The Company has also been allotted two (02) Coal Mines located at Rohane & Tokisud in the state of Jharkhand.



02. INTENT OF THE RFP

NMDC has been allotted a Thermal coal mine by name “**Tokisud North Coal Mine**” with a capacity of 2.32 Million Tons p.a in the Hazaribagh District of Jharkhand State. NMDC has decided to develop the mine through MDO mode and has appointed M/s **Tokisud Mining Private Limited, (consortium of Rithwik – AMR)** as the Mine Developer and Operator or MDO to carry out the mining operations of the said Coal Mine. The Coal Mining Services Agreement (CMSA) has been signed on 03rd of Dec 2021.

As per the clause of the CMSA, NMDC has to recommend a panel of five (5) Chartered Accountancy (CA) firms to the MDO enabling him to select one out of them to get the Statutory Audit of the Company, M/s **Tokisud Mining Private Limited**. Fees for the audit would be fixed and paid by the MDO.

In view of above, the intent of this RFP is to empanel five (5) Chartered Accountancy (CA) firms and recommend them to the MDO for shortlisting one out of qualified five firms to carry out the work of “**Statutory Audit of M/s Tokisud Mining Private Limited, a company registered under the provisions of The Companies Act’ 2013** and having its **registered office** at 8-2-268 K/37 & 39, Plot No 37 & 39, Navodaya Colony, Banjara Hills, **Hyderabad, Telangana**, India, 500034 (hereinafter referred to as the Mine Developer and Operator or MDO)

03. SCOPE OF WORK

Statutory Audit of the Company, M/s **Tokisud Mining Private Limited** by One out of the panel of five CA Firms.

04. Fees for the work and Terms of Payment:

Fees for the work and the terms of payment would be finalized by the MDO, M/s **Tokisud Mining Private Limited** in consultation with the shortlisted CA Firm.

05. Effective Date

The panel of CA Firms would be valid for a period of Five (5) years from the date of preparation of mutually agreed Panel of CA Firms between NMDC and the MDO.

06. Time Schedule for Completion of the Work

This would be finalized by the MDO in consultation with the shortlisted CA Firm.

07. Termination of the Appointment

MDO may terminate the appointment of its Statutory Auditors after a notice of 45 (forty-five) days to NMDC, subject to replacement of Statutory Auditors being appointed from the Panel of Chartered Accountants within 15 (fifteen) days of termination of such Statutory Auditors.

08. Pre-Qualification Criteria:

Sl. No	Pre- Qualification Criteria	Documentary Proof
a)	The CA Firm should have its registered office in INDIA.	Copy of Registration Certificate
b)	<p>i) The firm should have conducted statutory Audit of the annual accounts of at-least one hundred companies registered under the Companies Act, 1956, including any re-enactment or amendment thereof,</p> <p>ii) of above 100 companies, at-least ten should have been Public Sector Undertakings (PSUs);</p>	<p>i) Self-Certificate</p> <p>ii) Certified Copies of Annual Accounts of PSUs having the name of firm mentioned as the Statutory Auditor.</p>
c)	The firm should have at-least 5 (five) practicing Chartered Accountants on its rolls, each with a minimum experience of 10 (ten) years in the profession;	Employment details with bio-data showing 10 years of post-qualification professional experience of the five Chartered Accountants on the rolls of the firm.
d)	The firm or any of its partners should not have been disqualified or blacklisted by the Comptroller and Auditor General of India or NMDC; and	Self-certificate by the Firm.
e)	The firm should have an office in the state of Telangana or in an adjacent state with at-least 2 (two) practicing Chartered Accountants on its rolls in such state.	<p>i) Self-Certificate with Details of office in the referred state/s</p> <p>ii) Posting details of at-least 2 (two) Chartered Accountants on the rolls of the firm in such state/s</p>
f)	A statement of their capability including the bio-data of all the practicing Chartered Accountants on its rolls.	Brief profile of the CA Firm along-with the Bio-date of the Chartered Accountants on rolls and its organisation chart.
g)	Year wise information relating to the names of all the companies with an annual turnover exceeding Rs 25 Crores and whose Annual Accounts were audited by the CA Firm in any preceding five (5) Accounting Years.	Copies of Certified Annual Accounts of all the referred Companies.

Note : The self-certificates submitted by the CA Firm should have the UDIN mentioned wherever applicable.

09. Evaluation of the Proposals:

- a) Post scrutiny of the documents submitted by the CA Firms against the clause 8 of this RFP, one (1) point shall be awarded for each annual audit of the companies specified in clause 8 (g) above.
- b) NMDC shall prepare a list of all eligible firms along with the points scored by each such firm and 5 (five) firms scoring the highest points shall be identified and included in the draft Panel of Chartered Accountants.

Note: For avoidance of doubt and by way of illustration, a firm which has conducted audit of the annual accounts of any such company for five years shall be awarded five points.

10. Validity of the RFP:

The RFP must be valid for a period of Three month (03) from the date of opening of bid.

11. Receipt of the RFP:

RFPs shall be submitted vide e-mail with password protected files as attachment before the last date and time of bid submission at tokisud@nmdc.co.in.

Password shall be mailed between 3:00 PM to 3:30 PM at the same mail id on 23/08/2022.

12. Other Terms & Conditions

- i. RFPs received without copies of above documents (Annexure I) will not be considered.
- ii. Incomplete RFPs, RFPs without proof of documents, and RFPs received after due date and time will be rejected.
- iii. Your RFP in password protected files with clear subject in the mail should be submitted **on or before at 3.00 PM of 23/08/2022**. **The RFPs will be opened on the same day i.e., on 23/08/2022 at 4.00 PM.**
- iv. NMDC Management reserves the right to accept or reject any or all the RFPs without giving any reason whatsoever, which shall be binding and final to all the parties.
- v. NMDC shall not be responsible for any injury or loss of life of any personnel of the vendor/sub vendor/vendor/Manpower that may take place while on duty. Any compensation or expenditure towards treatment for such injury or loss of life shall be the sole responsibility of the vendor. The agency is solely responsible for any damage injury or accident that may occur to any of his personnel working under this contract. He will not claim any compensation from NMDC.

13. SETTLEMENT OF DISPUTES AND ARBITRATION.

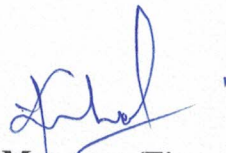
NMDC will not be responsible for Settlement of any and all disputes between the MDO and the Firm. The disputes will have to be resolved and settled as per the terms and conditions of the agreement between the MDO and the CA Firm.

14. CORRUPT OR FRAUDULENT PRACTICES

NMDC requires that the CA Firm should observe the highest standard of ethics during the entire period of contract between the firm and the MDO and should not indulge into any corrupt and fraudulent practices.

15. Corporation Rights:

NMDC **reserves** the right to reject or **accept** any RFP in part full without assigning any reasons.



Sr. Manager (Finance)
NMDC Limited
Ranchi

कौशल कुमार / Kaushal Kumar
वरिष्ठ प्रबंधक (वित्त) / Sr Manager (Finance)
कोयला विभाग / Coal Division
एन.एम.डी.सी. लिमिटेड / NMDC Ltd.

Definitions

01. **“NMDC ”** shall mean NMDC Limited having its registered office at 10-3-311/A, Khanij Bhawan, Masab Tank, Castle Hills, Hyderabad-500028, and shall include its legal representatives, successors and permitted assigns. However, the requirement is for NMDC, Ranchi.
02. **“MDO”** shall mean Mine Developer and Operator, **M/s Tokisud Mining Private Limited**, a company registered under the provisions of The Companies Act’ 2013 and having its registered office at 8-2-268 K/37 & 39, Plot No 37 & 39, Navodaya Colony, Banjara Hills, Hyderabad, Telangana, India, 500034

Annexure – I

Checklist

Firm shall ensure that all the documents given below have been submitted with the offer:

Sl.No.	Document	Submitted Yes/No
1	Copy of PAN Number issued by IT department.	
2	Bank Account details	
3	Copy of Goods & Service Tax registration (GSTIN) Number	
4	Declaration by the Firm on his letter head that the firm is not blacklisted by any C&AG / PSU / Govt. body.	
5	Declaration in Firm's letter head regarding unconditional acceptance of all pages of the RFP document.	
6	Valid Registration Certificate showing the proof of Practising CA Firm.	