



Rajasthan State Mines & Minerals Limited

(A Government of Rajasthan Enterprise)

Corporate Office : 4, Meera Marg, Udaipur - 313 001

Registered Office : C-89-90, Lal Kothi Scheme, Jaipur

Phone : 0294-2428763/64/65/66/67. Fax: 0294-2428770/2428739

e-mail: info.rsmml@rajasthan.gov.in

No. RSMM/CO/F&A/ Audit/

Dated: 10.10.2022

Enquiry for physical verification

Offers are invited from CA/CMA firms fulfilling the below mentioned eligibility criteria to conduct physical verification of assets and stores and spares and audit of stores accounts as per the indicative scope enclosed herewith.

1. About RSMML

Rajasthan State Mines & Minerals Limited is a premier company of Government of Rajasthan engaged in mining and sale of various mineral and production of electricity from wind farms and solar plant, having a turnover of around Rs.1000.00 cr. It's business is divided into four mineral based Strategic Business Units & profit Centres (SBU & PC), namely, SBU & PC-Rock phosphate, SBU & PC-Lignite, SBU & PC-Gypsum, SBU & PC-Limestone. The Corporate office is located at 4, Meera Marg (Opp Meera Girls College), Udaipur whereas the SBU offices are located at Jhamarkotra (Udaipur), Jaipur, Bikaner and Jodhpur, respectively. Also, besides excavation of minerals, SBU-Rockphosphate also has a plant for beneficiating its low grade ore.

2. Brief of audits

The Company wishes to appoint auditor for physical verification for the following functions:

Yearly physical verification of assets of all the SBUs & CO (including Jaipur, Delhi and Kolkata Offices, wind farm & solar plant), physical verification of stores & spares in a phased manner in three years and audit of stores accounts of SBU-Rockphosphate & SBU-Limestone on six monthly basis.

3. Scope and period of audit

The scope includes yearly physical verification of assets of all the SBUs & CO (including Jaipur, Delhi and Kolkata Offices, wind farm & solar plant), physical verification of stores & spares in a phased manner in three years, recommending unserviceable items, reporting shortage/damages etc , reporting non-moving items, and audit of stores accounts of SBU-Rockphosphate & SBU-Limestone on six monthly basis. Stores of SBU-Rock phosphate has around 33000 cards (Cardex) out of which the functional cards may be around 12000-15000. Similarly, at SBU-Limestone, the total cards may be around 3000. **The period of audit will be of three years beginning from the financial year 2022-23.**

4. **Eligibility Criteria:**

The eligibility criteria is as follows:

1. Partners: The firm should have at least eight partners
2. Staff/articles: The firm should have at least twenty five staff/articles.
3. Existence: The firm should be in existence for at least 10 years as on 01.04.2022.
4. Experience: The firm should have conducted at least two physical Verification of fixed assets and stores and spares and audit of stores accounts of PSU/Private companies engaged in manufacturing or mining activities, having turnover of Rs. 100 crore or more, during preceding five years, i.e., from 2017-18 to 2021-22.
5. HO/Branch: The firm should have it's head office or branch office in Jaipur or Jodhpur or Bikaner or Udaipur in Rajasthan prior to 01.04.2022.

5. **RSMML reserves the right not to assign the work to L1 bidder if it considers the remuneration quoted to be non-workable and may assign the same to L2 or L3 and so on whose quoted remuneration is found to be workable.**

6. **Remuneration**

The remuneration, to be quoted in Annexure 5 should be for whole year and excluding GST. The applicable GST is to be mentioned separately in the proforma for remuneration.

The company will reimburse the expenses on travelling and stay at actuals for to & fro journeys from it's office in Rajasthan only, subject to ceilings prescribed from time to time. DA is also admissible as prescribed from time to time. The present rates for reimbursement of travel & stay expenses and for DA is enclosed (Annexure 6).

The bidder should take into consideration the above factors while quoting remuneration.

7. **Bid Security**

Bid security or Earnest Money of Rs.10,680/- would be required to be submitted in the form of DD in favour of RSMML, payable at Udaipur with techno-commercial bid.

The bid security of unqualified bidders will be refunded forthwith. The bid security of qualified but unsuccessful bidders will be refunded on submission of SD and commencement of work by the successful bidder. The bid security of the successful bidder will be reimbursed on submission of SD.

The bid security of the successful bidder will be forfeited in case of non-commencement of work in prescribed period or abandoning the work mid-way or on breach of any terms & conditions of the assignment.

The bid security deposit shall not bear any interest.

8. Security Deposit (performance Guarantee)

The rate of security deposit as per the prevailing terms and condition of the Company is @ 10% of yearly remuneration. However the reduced performance security @ 3% of the yearly remuneration is being solicited in compliance of the notification dated 12.01.2022 issued by finance department Govt. of Rajasthan pertaining to amendment in RTPP rule No. 75(2) applicable up to 31.03.2023. In case, The Govt. of Rajasthan either revise the rates of security deposit cum performance guarantee later at any date or does not extend the existing last date of providing the benefit of reduced security deposit, the successful bidder would be bound to deposit the deferential amount towards performance security through DD within 30 days of demand raised by the company.

Security Deposit of 3% of yearly remuneration will have to be submitted by the successful bidder, within thirty days of receiving letter/Fax/e-mail of acceptance of offer. The SD will be in the form of DD in favour of RSMML payable at Udaipur.

The SD will be refunded within one month from the date of completion of entire process of audit, i.e., that is after giving presentation in the audit committee meeting to be held for acceptance of annual accounts of the company.

No interest is payable on SD amount.

The security deposit will be forfeited in case of abandoning the work mid-way or on breach of any terms & conditions of the assignment.

9. Additional Performance Security

- (1) In addition to Performance Security as specified in rule 75 of RTPP an Additional Performance Security shall also be taken from the successful bidder in case of unbalanced bid. The Additional Performance Security shall be equal to fifty percent of unbalanced Bid Amount. The Additional Performance Security shall be deposited in lump sum by the successful bidder before execution of Agreement. The Additional Performance Security shall be deposited through e-Grass, Demand Draft, Banker's Cheque, Government Securities or Bank Guarantee.

Explanation: For the purpose of this rule:

- (i) Unbalanced Bid means any bid below more than fifteen percent of Estimated Bid Value.
- (ii) Estimated Bid Value means value of subject matter of procurement mention in bidding documents by the Procuring Entity.
- (iii) Unbalanced Bid Amount means positive difference of eighty five percent of Estimated Bid value minus Bid Amount Quoted by the bidder.

- (2) The Additional Performance Security shall be refunded to the contractor after satisfactory completion of the entire work. The Additional Performance Security shall be forfeited by the Procuring Entity when work is not completed within stipulated period by the contractor. Provision for "Unbalanced Bid" and "Additional Performance Security" shall be mentioned in the Bidding Documents by the Procuring Entity.