

Department of AIDS Control

Ministry of Health & Family Welfare

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dated: 07.02.2014

Call for Expression of Interest for

Engaging of Chartered Accountancy Firms for Internal Audit of 35 States/UTs located across the country and 3 Municipal / District AIDS Control Societies located at Mumbai, Ahmedabad & Chennai

1. National AIDS Control Programme (NACP-IV) is being implemented by National AIDS Control Organization (NACO), Department of AIDS Control, Ministry of Health and Family Welfare, Govt. of India. The Government of India is receiving credit from the World Bank and grant from Global Fund in various currencies toward the cost of the fourth phase and it is intended to apply part of the proceeds of this financing to eligible payments under contracts.
2. The State AIDS Control Societies (SACS), registered Societies under the control of State Government are responsible for implementing the Programme at respective State / U.T. / District level and are the nodal organizations for all state level prevention and control activities planned to be taken up in the states. NACO releases funds to the SACS of 35 States and 3 Municipal / District AIDS Control Societies in Mumbai, Ahmedabad and Chennai for implementation of the NACP-IV. The objective of the internal audit is to seek a professional opinion on the adequacy of internal control framework and adherence to the internal control procedures provided in the various guidelines, manuals etc, identifying areas for improvement and critical weaknesses, if any and that funds received and expenditure incurred for the accounting period are in accordance with the laid down financial regulations, procurement procedures and other orders issued from time to time and that proper accounts are maintained at all levels.
3. The NACO now invites CAG empanelled Chartered Accountancy firms for major audits to indicate their interest in conducting the internal Audit of SACS on regional hub approach. The firm must have a head- office in any one of States comprising the hub for which it is applying in existence/operational for more than 3 years. The firms must clearly indicate the hub/hubs for which they are submitting EOIs. The firms may submit EOI for more than 1 hub. However each hub will be treated as separate assignment for purpose of evaluation and reporting. The firm will have to submit their internal audit report for each state separately & one report for entire hub as hub auditor. A matrix showing list of SACs - regional hub wise is available in application form.
4. Eligibility and Assessment Criteria: The EOIs and capability will be assessed against evidence of skills and experience in providing accountancy/audit services. The firm should submit a copy of PAN card, copy of ICAI registration certificate, and proof of empanelment with C&AG of India for major audits. Application not supported by such documents will be summarily rejected.
5. Requirements: The EOIs should be sent along with an 'Application Form and Capability Statement' including a profile of the organization, relevant technical and geographical coverage along with the turnover for the last 3 financial years. A format for 'Application form and Capability Statement' is available below. Individual CVs are not required at this stage.
6. The individual SACS have also initiated the process of appointment of CA firms as statutory auditor for SACS. The CA firms who are selected as statutory auditor of a particular SACS will not be considered for appointment as internal auditor of the same SACS by NACO.
7. A firm will be selected in accordance with the procedures set out in the World Bank's [*Guidelines: Selection and Employment of Consultants by World Bank Borrowers*](#).
8. Any EOI with inadequate information, those which do not meet the above criteria, or those received after the closing date will not be considered. Please note that at this stage no technical and financial proposals are required. Based on the information submitted by the firms in response to this call for EOIs, NACO will prepare hub wise shortlist of (4-6) qualified firms, who would later be issued Request for Proposal (RFP) Document.
9. Interested firms may obtain further information at the address above during office hours [09:00 a.m. to 5:30 p.m.]. Expressions of interest must be delivered to the address above on or before **07.03.2014 by 5:30 PM**. The proposal received after the timeline will not be considered.
10. DAC reserves all the right of extension of timeline, cancellation/changing of bidding process without admitting any claim from applicant.

Under Secretary (Finance)