



कर्मचारी भविष्यनिधिसंगठन
(श्रम एवं रोजगार मंत्रालय,
भारत सरकार)
EMPLOYEE'S PROVIDENT
FUND ORGANISATION
(Ministry of Labour and
Employment, Govt. of India)
क्षेत्रीय कार्यालय, कांदिवली-2



सत्यमेव जयते
Government Of India

REGIONAL OFFICE, KANDIVALI-II

म.टे.न.ली 4, से7वामंजिल, सेक्टर 5, भविष्यनिधि भवन, चारकोप, कांदिवली (प), मुंबई-400067
MTNL Building, 4 to 7th Floor, Charkop Mkt, Kandivali (W) Mumbai-400 067

सं. केडीएमल/अनुपालन सर्किल/छुट-सीए पैनेल/२०२१

दिनांक :- २१/०५/२०२१

प्रेस नोट

कर्मचारी भविष्य निधि संगठन के क्षेत्रीय कार्यालय, कांदिवली- पूर्व, मुंबई हेतु पैनेल बाबत चार्टर अकाउंट फर्म की अभिरुचि की अभिव्यक्ति

- १) कर्मचारी भविष्य निधि संगठन भारत (कभनिस) श्रम और रोजगार मंत्रालय, भारत सरकार (MOLE) के तहत एक स्वायत्त निकाय है।
- २) क्षेत्रीय कार्यालय, कांदिवली-पूर्व, मुंबई, कभनिस अपने विभिन्न कर मामलों और संबंध गतिविधियों को संभालने, छुट प्राप्त स्थापनाओं के विशेष ऑडिट खातों को पुस्तकों को अंतिम रूप देने, खातों की पुस्तकों के दिखाई देने वाली विशिष्ट प्रविष्टियों का सामंजस्य करने या आवश्यकनुसार कर मामलों या खातों या बुक कीपिंग से सम्बंधित अन्य मामलों के लिए तीन साल की प्रारंभिक अवधि के लिए चार्टर्ड अकाउंटेंट फर्म (05 सीए फर्म) का एक पैनेल बनाने का प्रस्ताव करता है।
- ३) इच्छुक फर्म पात्रता के विवरण के साथ ही आवेदन पात्र कर्मचारी भविष्य निधि संगठन (कभनिस), क्षेत्रीय कार्यालय, कांदिवली-पूर्व, मुंबई से दिनांक 24/05/2021 से 02/06/2021 तक प्राप्त कर सकते हैं। आवेदन पात्र और अन्य विवरण वेबसाइट http://www.epfindia.gov.in/site_en/Tender_Auction.php/ से भी डाउनलोड किया जा सकता है।
- ४) सभी सांगत विवरणों के साथ पूर्ण अभिरुचि की अभिव्यक्ति श्री.उत्तम तगारे, सहायक.भ.नि आयुक्त.कर्मचारी भविष्य निधि संगठन, एम.टी.एन.एल, 4 से 7 वा मंजिल, सेक्टर-5, चारकोप कांदिवली(प), मुंबई-400067 के नाम से दिनांक 10/06/2021 को 3:00 बजे तक या उससे पहले संप्रेषित होनी चाहिए।
- ५) कभनिस, क्षेत्रीय कार्यालय, कांदिवली-पूर्व के पास बिना कोई कारण बताए किसी भी या सभी निविदाओं को अस्वीकार करने या टेंडरिंग प्रक्रिया को रद्द करने का अधिकार सुरक्षित है।

SD/-

(प्रवीण कुमार तिवारी)
क्षेत्रीय भ.नि.आयुक्त-1
क्षेत्रीय कार्यालय, कांदिवली-पूर्व



कर्मचारी भविष्य निधि संगठन
(श्रम एवं रोजगार मंत्रालय,
भारत सरकार)
EMPLOYEE'S PROVIDENT
FUND ORGANISATION
(Ministry of Labour and
Employment, Govt. of India)
क्षेत्रीय कार्यालय, कांदिवली-2



सत्यमेव जयते
Government Of India

REGIONAL OFFICE, KANDIVALI-II

म.टे.न.ली, 4 से 7 वमंजिल, सेक्टर 5, भविष्य निधि भवन, चारकोप, कांदिवली (प), मुंबई 400067
MTNL Building, 4 to 7th Floor, Charkop Mkt, Kandivali (W) Mumbai-400 067

No/KDMAL/Compliance Circle/Exem-CA Panel/2021

Date: 21/05/2021

PRESS NOTE

Expression of Interest [EOI] for empanelment of chartered accountant firms for Regional office Kandivali-West, Mumbai. Employee's Provident Fund organisation [EPFO]

- 1) The Employee's Provident Fund organisation India (EPFO) is an autonomous body under the Ministry of Labour and Employment, Government of India (MOLE).
- 2) Regional office, Kandivali- East, Mumbai, EPFO proposes to form a panel of Chartered Accountant Firms (05 CA Firms) for the initial period of three years, for Regional office Kandivali-west, Mumbai for handling various tax matters and allied activities, finalization of books of accounts special audit of Exempted Establishments, reconciliation of specific entries appearing in books of accounts or any other matter relating to tax matter or accounts or book keeping etc. as and when required.
- 3) Interested Firms may collect the details of eligibility as well as application forms from EMPLOYEES' PROVIDENT FUND ORGANISATION (EPFO), Regional Office, Mumbai from 24.05.2021 to 02.06.2021. The application form and other details can also be downloaded from the website https://www.epfindia.gov.in/site_en/Tender_Auction.php/
- 4) The Expression Of Interest completed and supported with all the relevant details should be addressed to Shri Uttam Tagaray, Assistant P.F. Commissioner, Employees Provident Fund Organisation, Bhavishya Nidhi Bhavan, MTNL Building, 4 to 7th Floor, Charkop, Kandivali (West), Mumbai – 400067 on or before 10.06.2021.
- 5) The EPFO, RO, Kandivali-East reserves the right to refuse/reject any or all the tenders or cancel the tendering process without assigning any reasons.

SD/-

(Praveen Kumar Tiwari)
Regional PF Commissioner-I
Regional Office, Kandivali East



कर्मचारी भविष्य निधि संगठन
EMPLOYEES PROVIDENT FUND ORGANIZATION
(श्रम एवं रोजगार मंत्रालय, भारत सरकार)
(MINISTRY OF LABOUR & EMPLOYMENT, GOVT. OF INDIA)



क्षेत्रीय कार्यालय, कांदिवली-पूर्व
REGIONAL OFFICE, MUMBAI, KANDIVALI-EAST
४ से ७ मंजिल, एम .टी .एन .एल .बिल्डींग, डॉ .बाबासाहेब अंबेडकर रोड, सेक्टर ८,
MTNL BUILDING, DR. B R AMBEDKAR ROAD, SECTOR-8,
चारकोप, कांदिवली (पच्छिम), मुंबई - ४०० ०६७
CHARKOP, KANDIVALI (WEST), MUMBAI-400 067.

Expression of Interest (EOI) for Empanelment of Chartered Account Firms for Regional Office, Kandivali-East

- 1. The Employees Provident Fund Organization, India (EPFO)** is an autonomous body under the Ministry of Labour and Employment, Government of India (MoLE). The Main objective of the organization is to provide old-age social security to the subscribers as per the provisions of EPF & MP Act. 1952 and the three Schemes framed there under. For further information above EPFO one may visit the website www.epfindia.gov.in.
- 2. Regional Office, Kandivali-East, EPFO** proposes to form a panel of Chartered Accountant Firms (5-CA firms) for initial period of three years for handling various tax matters and allied activities, finalization of books of accounts, special audit of Exempted Establishments, reconciliation of specific entries appearing in books of accounts or any other matter relating to tax matter or accounts or book keeping etc, as and when required.
- 3. Eligibility:**

Eligibility criteria:

- (1) Applicant firms should be in existence for at least 10 years
- (2) Applicant firms should have at least 5 full time partners with at least 1 full time FCA
- (3) The applicant firm should be in the panel of C&AG/Income Tax.
- (4) The partners must be member of ICAI and should have valid full time certificate of practice issued by ICAI.
- (5) Applicant firm must have experience of auditing accounts/handling tax matters with Govt. Organization/PSEs.
- (6) Average Annual turnover of the firm of the last three years should be at least Rs. 50 Lakhs.
- (7) Applicant firm or its partners should not have been held guilty of any professional misconduct under Chartered Accountants Act. 1949 (as amended) during past five years or penalized under any of the tax law by ICAI or any other statutory body.

(8) Applicant firms or its partners should not be facing any investigation or enquiry by any tax authority for violation of any of the tax laws.

4. Selection procedure:

(a) All the applications received up to the last date shall be scrutinized by a Committee appended by the competent authority to decide the eligible firms. Once a firm is declared as eligible then top 5 firms will be selected on the basis of points scored on different criteria. Point system will be as follows:

POINT SYSTEM

	Eligibility	Point
1.	Experience of Firm	0.5 point for every calendar year from 10 years onwards maximum 15
2.	Full time FCA Partner	5 points for first partner and 2.5 points from 2nd partner onwards
3.	Full time ACA partners	3 points each for first 5 partners and 1.5 points each for 6th onwards
4.	Full time CA employees	1 point for every CA-Maximum 20 point
5.	Turnover	1 point for each lakh 1 above 50 lakh

(b) EPFO, in case of necessity can add new firms in the panel.

5 Nature of work:

Employee's provident fund is a recognized provident fund under the provisions of Income Tax Act, 1961 therefore its income is non-taxable. However, under certain circumstances various provisions of income Tax Act and other tax law become applicable to EPFO. Apart from this, professional services are required also for finalization of books of accounts, special audit of Exempted establishments, system audit, performance audit reconciliation of specific entries appearing in book of accounts or any other matter relating to tax matter or accounts or book keeping etc. The nominated Firm would be required to handle the case assigned as per the terms of reference.

6 Allotment of Works:

To allot any work a limited tender will be invited from the empanelled firms and following the General Financial Rules of the Central Government, the work will be allotted to a particular firm.

7 **Application form:**

Interested parties may apply in the application format enclosed as **Annexure 'A'** along with the undertaking in the format as below:

I..... The Managing partners of M/s..... Chartered Accountants do hereby verify, declare and undertake:

- a) That the particulars given above are complete and correct and that if any of the statements made or the information so furnished in the application form is later found not correct or false or there has been suppression of material information, the Firm would stand disqualified from empanelment/allotment of work and might be liable for disciplinary action under the Chartered Accountants Act, 1949 and the regulations framed there under.
- b) Applicant firm or its partners should not have been held guilty of any professional misconduct under Chartered Accounts Act, 1949 (As amended) during past five years or penalized under any of the tax law by ICAI or any other statutory body.
- c) Applicant firm or its partners should not be facing any investigation or enquiry by any tax authority for violation of any of the tax laws.
- d) That I and other partners are in full time practice of Chartered Accountants.

Name & Signature of the Managing Partner of the Firm with Seal.

8 EOI should be superscripted as **“Confidential-EOI for Empanelment of Chartered Accountant Firms”**

To be submitted in a sealed envelope and addressed to:

The Regional PF Commissioner- I

**Employees' Provident Fund Organisation, MTNL Building, 4th to 7th Floor,
Charkop, Kandivali (West), Mumbai – 400067.**

9 **Last date for submission of EOI is 10.06.2021.**

**Application for empanelment of Chartered Accountants for
Employees' Provident Fund Organization**

S.NO	Particulars	Remarks									
1.	Name of the Chartered Accountants Firm										
2.	Registration No. (ICAI) of the Firm										
3.	Date of constitution of the Firm and Constitution Certificate of the Firm issued by the ICAI	Copy to be enclosed.									
4.	Proof of empanelment of C &AG/Income tax										
5.	Name of the Partners with status (FCA or ACA)										
6.	Membership No. of the Partners and Certificate of Practice	Copy to be enclosed.									
7.	Complete full Address of the Head Office and the Branch with Telephone/mobile/Fax with email address										
8.	Income Tax PAN of the Firm	Copy to be enclosed.									
9.	No. of full professionals with the Firm <table border="1" style="margin-left: 20px;"> <tr> <td>A.</td> <td>Full time FCA Partners</td> <td></td> </tr> <tr> <td>B.</td> <td>Full time ACA Partners</td> <td></td> </tr> <tr> <td>C.</td> <td>Full time CA employees</td> <td></td> </tr> </table>	A.	Full time FCA Partners		B.	Full time ACA Partners		C.	Full time CA employees		
A.	Full time FCA Partners										
B.	Full time ACA Partners										
C.	Full time CA employees										
10.	Whether there are any Court/Arbitration or any other Legal case/Proceedings pending against.										
11.	Average Annual turnover of the Firm for last 3 years.										
12.	Proof of payment of membership fee and certificate of Practice from ICAI for the year 2020-21										
13.	Indicate the Tax/Audit work experience in the following Sectors. <table border="1" style="margin-left: 20px;"> <tr> <td>A.</td> <td>PSU</td> <td></td> </tr> <tr> <td>B.</td> <td>Government (Central/State)</td> <td></td> </tr> <tr> <td>C.</td> <td>Private</td> <td></td> </tr> </table>	A.	PSU		B.	Government (Central/State)		C.	Private		
A.	PSU										
B.	Government (Central/State)										
C.	Private										