Terms & Conditions for selection/engagement of Statutory Auditor (FY-2017-18) under SSA Assam:


A) The following documents may be enclosed along with the EOI:
   i) A copy of C&AG’s empanelment with number for the year 2017-18.
   ii) A copy of certificate of Constitution of firm issued by the ICAI with date.
   iii) Details of partners / Sole Proprietor / CA Employees as on 1st January, 2018, date of joining the firm, date of becoming FCA, their other interest, if any.
   iv) A copy of the latest partnership deed in case of partnership firm,
   v) Copies of the IT return of the firm for the last three years.
   vii) A statement of Turnover for last three years (i.e. 2015-16 to 2017-18 year wise) certified by CA.
   viii) Details of court cases/ arbitration cases / or any other case pending against the firm, if any.
   ix) CA firms which are implementing Quality Control Policies and procedures adopted by them in statements on Standard Auditing Practices(SAP-17), a brief note on the procedures adopted by them should be submitted.
   x) Audit Experience of the firm for last 5 (five years) (Only assignments which carry a fee of Rs.25,000/- and above should be mentioned as under)

<table>
<thead>
<tr>
<th>Name of the area/sector</th>
<th>Name of the company/body audited</th>
<th>Years of audit e.g.</th>
<th>Fees charged for each of the assignments in each year</th>
<th>Nature of audit assignment viz. Statutory audit/or Branch audit</th>
<th>Nature of special assignment</th>
<th>Name of the full time partner who supervised the audit or signed the financial statements and who is still working in the firm</th>
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<tbody>
<tr>
<td>(a) Society/PSU/autonomous body.</td>
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<td>(i) 2016-17</td>
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<td>(b) Companies in private sector</td>
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<td>(ii) 2015-16</td>
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<td>(c) Banks</td>
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<td>(iii) 2014-15</td>
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<td>(d) Social Sector programmes/Projects</td>
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<td>(iv) 2013-14</td>
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<td>(e) Externally aided social sector projects</td>
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<td>(v) 2012-13</td>
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<td>(f) Education projects/Programmes</td>
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B) Audit work should be carried out as per TOR of Statutory Audit (2017-18) and deed of agreement to be executed between the Auditor and Auditee.
C)  **Fee structure of Statutory Audit-2017-18 : SSA Assam**

i)  For Audit of accounts of State Mission Office: @ 0.025% on actual expenditure subject to minimum ₹20,000/- and maximum  ₹40,000/- with an amount of  ₹30,000/- as fee for Consolidation / Compilation of Audit Reports. GST extra.

ii) For audit of accounts of District Mission Office, Block Mission Offices of concerned district, Kasturba Gandhi Balika Vidyalayas (KGBVs) etc. @ 0.025% on actual expenditure subject to minimum  ₹15,000/- and maximum  ₹30,000/- per district. GST extra.

iii) For audit of accounts of selected School Managing Committees (SMCs) receiving grants of ₹1.00 lakh and more: @₹2000/- per SMC for audit of financial year 2008-09 to 2017-18 (as applicable) at School level. GST extra.

(SSA Assam, Kahlipara)
Guwahati-781019