



SOUTH EASTERN COALFIELDS LIMITED
(A Subsidiary of Coal India Limited)
/A MINI RATNA COMPANY
Office of the General Manager (Internal Audit)
Seepat Road, Bilaspur 495006 (CG)
दूरभाष-फैक्स/Tele-Fax : 07752-246334
ईमेल/E-mail : gmia_secl@Yahoo.co.in

NOTICE INVITING EXPRESSION OF INTEREST (EOI) FOR EMPANELMENT

South Eastern Coalfields Limited invites Expression of Interest (EOI) for empanelment of Partnership/Limited Liability Partnership firms of Chartered/Cost Accountants of India registered with the Institute of Chartered Accountants of India/Institute of Cost Accountants of India for conducting Internal Audit in South Eastern Coalfields Ltd. during 2014-15.

Partnership/LLP firms of Chartered/Cost Accountants of India registered with the Institute of Chartered Accountants of India/Institute of Cost Accountants of India may send their application, with details as mentioned below, in sealed envelope super scribed **“Expression Of Interest (EOI) for empanelment of Internal Auditor for the year 2014-15”** so as to reach General Manager (Internal Audit), South Eastern Coalfields Ltd., Seepat Road , Bilaspur (C.G.)-495 006 on or before 20th **March, 2014 up to 5.00 PM.**

- i) Year to establishment of the firm enclosing photocopy of latest constitution certificate issued by the Institute of Chartered/Cost Accountants of India.
- ii) Details of the partners, qualified and semi-qualified assistants and the date from which they are with the firm along with proof of membership (Associate/Fellow), professional qualifications viz. DISA/CISA/ISA etc.
- iii) Experience of the firm in conducting Statutory/Internal Audit in CIL and its subsidiaries (photocopies of **complete** appointment letter should be enclosed).
- iv) Experience of the firm in conducting Internal Audit in CIL and its subsidiaries during 2011-12 to 2013-14 (photocopies of **complete** appointment letter should be enclosed).
- v) Experience of the firm in conducting Internal/Statutory Audit in other PSU/Govt./Scheduled Bank (photocopies of **complete** appointment letter should be enclosed).
- vi) Details about the Registered and Branch Offices viz. Date of opening, address etc.

The applicants should enclose self-attested **complete** documentary evidence in support of their credentials under Sl.No. i) to vi) above chronologically and separately.

In absence of **self attested complete** documentary evidence in regard to proof of Partnership Firm, being the prime criteria of empanelment of Internal Auditors the application will be summarily rejected without assigning any reason.

In absence of **self attested complete** documentary evidence, the marks assigned to a particular criterion will not be accorded, without assigning any reason.

Internal Audit has to be carried out throughout the year in a continuous manner. The Audit firm which has been appointed by CIL or any of its subsidiaries as Internal Auditors shall not be considered for any other audit job, including Internal Audit (excluding Tax Audit, VAT audit and any other statutory certificates related to Audit requirements) by any subsidiary/CIL. In case the Audit firm already appointed as Internal Auditor in CIL or its subsidiary is subsequently appointed under any of the statute or any other obligation in CIL or its subsidiary, the earlier appointment of such firm as Internal Auditor shall be withdrawn and fresh appointment from the panel shall be considered.

Kindly visit our website www.secl.gov.in for details regarding empanelment viz. Scope of audit, Selection criteria, Audit fees, Terms of Reference etc.