



ANDREW YULE & COMPANY LIMITED
(A Government of India Enterprise)
INTERNAL AUDIT DEPARTMENT
“YULE HOUSE”, 8, DR. RAJENDRA PRASAD SARANI, KOLKATA – 700 001

Tender for

Empanelment of Firm of Cost Accountants
For appointment of Cost Auditors for the Company
for F.Y. 2015-16 & 2016-17

Last date of submission of Tender : 25.04.2014 (5.00 PM)

[**Click here for more details**](#)

Andrew Yule & Co. Ltd. Invites offers from reputed firms of Cost Accountants for empanelment as Cost Auditor for the Company for financial years 2015-16, & 2016-17

[I] PROFILE OF THE COMPANY :

A. ELECTRICAL DIVISION

Unit	Location	Major Products manufactured
Switchgear Unit	14, Mayurbhanj Road, Kolkata – 700 023	HT Switchgears, LT Control Gears, e.g. Contractors, MCCB, MCC, etc., SF6 Capacitor Switches, Vacuum Auto Reclosures.
Brentford Unit	P-25, Transport Depot Road, Kolkata-700 088.	Power Voltage Regulators upto 7.5 MVA & Power Transformers upto 2.5 MVA
Transformer & Switchgear Unit	5/346, Old Mahabalipuram Road, Perungudi, Chennai – 600 096	Power & Distribution Transformer

Turnover : Rs. 110 crore

B. ENGINEERING DIVISION :

Unit	Location	Major Products manufactured
Kalyani Works	16A & B, Block 'D', Kalyani – 741235	Industrial Fans & Blowers, Air Pollution Control Equipments

Turnover : Rs. 34 crore

C. TEA DIVISION :

Unit / Garden	Location	Major Products manufactured
7 gardens at Assam including 2 Out gardens situated viz. Khowang, Desam, Basmatia, Tinkong, Rajgarh, Hoolungooree & Murphulani TEs	Near/ at Moran, Lahoal, Naharkatia, Tinkong, Rajgarh, Mariani & Golaghat	Bulk Tea
Unit / Garden	Location	Major Products manufactured
4 gardens at Dooars (WB) and 1 garden at Darjeeling	Near / at Karballa, Banarhat Choonabhutti, New Dooars & Mim	Bulk Tea

Turnover Rs. 180 crore**[II] MINIMUM ELIGIBILITY CRITERIA FOR EMPANELMENT :**

- (i) The firm must have at least 5 years standing in the profession.
- (ii) The firm must be holding valid certificate of practice;
- (iii) The firm shall be free from any disqualifications, as mentioned u/s. 233B(5) r/w Sec. 224 & Sec. 226(3) & (4) of Companies Act, 1956;
- (iv) The firm shall be eligible to issue certificate certifying independence and arm's length relationship with the Company;
- (v) The firm should have experience in conducting Cost Audit of at least 2 PSU organization;
- (vi) The firm shall have at least 2 Partners having minimum 5 years' Cost Audit experience and also should have at least 2 (two) qualified Assistants (CWA) and 4 (four) Semi-qualified Assistants (Inter CWA).
- (vii) Subject to above criteria, preference shall be given to a firm having experience of conducting Cost Audit of company engaged in Engineering machinery (including Electrical & Electronic products/ Tea plantation products).

[III] EVALUATION CRITERIA :

Panel of Cost Auditor Firms will be prepared in order of maximum evaluated preference points as per following :

<u>Selection Parameters</u>	<u>Minimum Scoring points</u>	<u>Extra point</u>
1) The firm of Cost Accountants must have at least 5 years standing in the profession	10 pts	1 pt. for each additional year
2) The firm should have at least 2 partners having minimum 5 years of Cost Audit experience	10 pts	1 pt. for each additional Partner
3) The firm must have 2 qualified (CWA) Asstt. & 4 (Inter CWA) semi-qualified Asstt.	10 pts	2 pts for each addnl Qualified Asstt. & 1 pt. for each addl. Semi-qualified Assistant.
4) The firm should have experience in conducting Cost Audit of at least 2 PSU organization (provide copy of documentary evidence).	10 pts	4 pts for each additional PSU
5) Firm's Cost Audit experience in non-PSU (provide copy of documentary evidence).	-	3 pts per Co.
6) Firm's experience in maintenance of Cost Records (provide copy of documentary evidence).	-	2 pts per Co.
7) Firm's specific experience in Engineering machinery (including Electrical & Electronic products/ Tea plantation products) for Cost Audit (provide copy of documentary evidence)	-	5 pts per Co.
8) Firm's specific experience in Engineering machinery (including Electrical & Electronic products/ Tea plantation products) for Cost Record Maintenance (provide copy of documentary evidence).	-	3 pts per Co.

For selection of firms for empanelment on the basis of above evaluation criteria, Management's discretion is final and the Management reserves the right to reject any prospective applicant without assigning any reason whatsoever.

[IV] The detail information about the firm are to be submitted as per Annexure-I attached.

[V] A declaration in the following format is to be furnished with the bid :
I/ We hereby certify that :

(a) All information and attachments submitted in this application are correct and true to the best of my/ our knowledge.

(b) I/ We are aware that any false information provided herein will result in rejection of the application and suspension of registration.

PLACE

SIGNATURE OF THE APPLICANT
WITH SEAL

DATE

[VI] SUBMISSION OF OFFER :

Sealed offers (along with a Soft copy) are to be addressed and submitted to Financial Controller, Andrew Yule &Co. Ltd., Yule House, 8, Dr. Rajendra Prasad Sarani, Kolkata-700001, superscribing the Envelope with "**Empanelment of Cost Auditors**" by **25.04.2014** till **5.00 pm**.

1.		Name of the Firm	
2.		ICWAI Registration Number of Firm	
3.		Contact details :	
	a.	Complete Postal Address with PIN Code	
	b.	Phone No(s)	
	c.	Mobile No(s)	
	d.	FAX No(s)	
	e.	E-mail ID(s)	
4.		Details of Partners :	
	a.	Number of Partners	
	b.	Names of Partners (please state ICWAI Membership Number and Year of starting Practice against each)	
5.		PAN of the Firm	
6.		Number of CWA Qualified Staff	
7.		Number of Semi-qualified Staff	
8.		Name and Location of Major Clients (please state whether PSU or non-PSU and Industry against each)	
	a.	For Cost Audit Assignments	
	b.	For maintenance of Cost Records as per CARR	
	c.	Details of Cost Audit experience of each Partner	
9.		Firm's specific experience in Engineering machinery (including Electrical & Electronic products/ Tea plantation products) for Cost Audit	
10.		Firm's specific experience in Engineering machinery (including Electrical & Electronic products/ Tea plantation products) for Cost Record Maintenance	