



एन एच डी सी लिमिटेड

(एनएचपीसी लिमिटेड एवं मध्य प्रदेश शासन का संयुक्त उद्यम)

**N H D C Limited**

(A Joint Venture of NHPC Limited & Govt. of M.P.)

N H D C 1 F

Dated

To,

o/c

**Subject: Empanelment of Cost Auditor at NHDC for conducting Cost Audit for FY2014-15 to 2016-17.**

Sir,

Offers are invited from eligible Cost Accountants/Firm of Cost Accountants for empanelment as Cost Auditor for conducting cost audit of the organization (for both the power Station (ISPS &OSPS) including filing of Cost Audit Report with MCA as per extant Provisions of Companies Act.

#### About the Company

NHDC Limited (A Joint Venture of NHPC Ltd & Govt. of M.P.) formerly known as Narmada Hydroelectric Development Corporation Ltd., was set up on 1st August 2000 with its Corporate Office at Bhopal with the objective and commitment of development of hydropower and other renewable energy potential in the state of Madhya Pradesh. NHDC was entrusted with the construction of Indira Sagar Project (1000 MW) and Omkareshwar Project (520 MW) in Narmada basin on ownership basis. Both the projects have been completed ahead of schedule in the years 2004-05 and 2006-07 respectively and presently these two projects are under operation and supplying power to the state of Madhya Pradesh.

#### Experience of the Cost Accountant

Cost Accountants/Firm of Cost Accountants having valid certificate of Practice and having offices in Madhya Pradesh who fulfills any of the following criteria shall be empanelled for consideration for appointment as cost Auditors in future:

1. Firms of Cost Accountants with a minimum experience of 5 years out of which one year in power sector (Supported by Copy of Form-23C filed with MCA for electricity Industry along with acknowledgement thereof) Or
2. Cost Accountants who have worked for 15 years in PSUs and having experience in maintenance/ supervision of Cost Accounts and dealing with Cost Auditors in PSU or Power Sector Companies (Copy of the Certificate from the concerned PSU). Or

पंजीकृत कार्यालय: एन एच डी सी परिसर, होटल लेकव्यू अशोक के पास, श्यामला हिल्स, भोपाल - ४६२०१३ (म.प्र.)

Registered Office: NHDC Parisar, Near Hotel Lake View Ashoka, Shyamla Hills, Bhopal - 462013 (M.P)  
दूरभाष/Telephone : 0755 - 4030014, 2660874, फ़ैक्स/Fax: 0755 - 4030080, website:www.nhdcindia.com



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3. Cost Accounts who were member of Indian Cost Accounts Service. (Copy of evidence to that effect)

**Other Terms and conditions.**

1. The firm of Cost Accountants having experience may submit their Bio-data along with the information in the enclosed Annexure-A for empanelment.
2. Notwithstanding anything above, secrecy and confidentiality is the essentiality of the above empanelment. It is expected that if the assignment is awarded to you, in no condition, secrecy and confidentiality of financials fact and figures will, be divulged to anybody including professional/academic circles without written permission of dealing officer or his authorized representative except otherwise when required for legal compliances of Statutory law of land.
3. Mere Submission of bio-data for empanelment does not entitle the firm of Cost Accountants for empanelment. Preference in empanelment will be given to the eligible firm of cost accountants based on their suitability for the assignment i.e Experience in Cost Audit of electricity industry (large organization), Offices in Madhya Pradesh. Further NHDC reserve the right to cancel/extend the empanelment at any time without assigning any reasons there-for.

**Adress to submit the bio-data**

The duly filled Biodata along with Annexure-A may be submitted on or before 03/03/2014 to

Chief (Finance)  
NHDC Limited  
Corporate Office  
NHDC Parisar, Near Hotel Lake view Ashoka  
Shyamla Hills, Bhopal, Pin No.462013  
Phone no: 0755-4030045

Thanking you

Yours faithfully

(Sudhir Mishra)  
Manager (Finance)





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Annexure-A

1	Name of the Firm	
2	Office Address	
3	Name of Partner	
4	Validity of Certificate of Practice	
5	Copy of Certificate of Practice	Yes/No
6	Document for Experience [along with copy of form-23C filed with MCA for electricity industry along with acknowledgement thereof/Copy of certificate from Concerned PSU/Copy of evidence for serving as Indian Cost Accounts service ]	Yes/No
7	Expected fee ( for conducting Audit of Cost Accounts of NHDC Ltd ( ISPS &OSPS ),finalization of Audit report (ISPS , OSPS & Company) and e-filing of Cost Accounts & cost Audit in MCA-site for the Financial Year.	

Note: please enclose the copy of documents (self attested) for Sl. no. 5&6.

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