

**MINUTES OF OPENING AND EVALUATION OF EOIS FOR HIRING INTERNAL AUDITOR  
FOR VERIFICATION OF GRANTS UTILIZATION UNDER THE MATCHING GRANTS  
SCHEME OF HPIDP**

The meeting of Committee constituted for opening and evaluation of Expression of Interest (EoI) for hiring of **Internal Auditor for Verification of Grants Utilization under the Matching Grants Scheme of HPIDP** was held on 02 -09-2024 (2.00 PM) in the meeting hall of IDP project under the Chairmanship of Deputy Director Administration, IDP- Solan.

The following members of committee were present in the meeting:-

- i. Sh Tej Prakash, Assistant Director (C & B)
- ii. Sh. Puran Chand ,(Sr Assistant - HPNRMS)
- iii. Dr Kapil Chauhan, SMS (AH), IDP, Solan
- iv. Sunil Kashyap, SMS (Procurement), IDP, Solan

The members present in the meeting were welcomed by the Chairman and briefed about the details of EoIs opening & evaluation.

The following firms had submitted their EoIs in the stipulated time period with reference to the advertisement notice published in leading newspaper dated, 1st to 2<sup>nd</sup> August, 2024 for hiring of **Internal Auditor for Verification of Grants Utilization under the Matching Grants Scheme of HPIDP**

Sr. No.	Name of the Firm	Mode of submission of REoI
1	Amit Ray & Co	Online (Soft Copy)
2	Ansul Agrawal & Co	Online (Soft Copy)
3	Asgc & Associates LLP	Online (Soft Copy)
4	Avneep Singh & Co	Online (Soft Copy)
5	CPM & Co	Online (Soft Copy)
6	J K S S & Associates	Online (Soft Copy)
7	Komandoor & Co LLP	Online (Soft Copy)
8	Lochan & Co	Online (Soft Copy)
9	Manoj Mohan & Associates	Online (Soft Copy)
10	N K Bhargava & Co	Online (Soft Copy)
11	Ramesh C Agrawal & Co	Online (Soft Copy)
12	Rasool Singhal & Co	Online (Soft Copy)
13	Sarb & Associates	Online (Soft Copy)
14	Vinod Singhal & Co	Online (Soft Copy)
15	Anish Ashish & Co.	Offline (Hard Copy)
16	Agarwal A Kumar & Associates	Offline (Hard Copy)
17	A.Kay Mehra & Co	Offline (Hard Copy)
18	A Arora & Co.	Offline (Hard Copy)
19	Chandra Gupta & Associates	Offline (Hard Copy)
20	SK Misra & Gujrati	Offline (Hard Copy)

In response to the advertisement, 20 firms submitted their EoI within the scheduled deadline of EoI submission. EoIs of the firms were opened by the Committee one by one after duly verification of sealed cover. The following information about the firms was recorded in the performa designed:

- i) Name of the firm who has submitted EoIs for Internal Auditor for Verification of Grants Utilization under the Matching Grants Scheme of HPIDP.
- ii) Outer envelope sealed and marked as REoI for hiring of Internal Auditor for Verification of Grants Utilization under the Matching Grants Scheme of HPIDP.
- iii) General Information about the Consultant (Format-1) enclosed.
- iv) Details of implementation experience of consultant (Format-2) enclosed.

The above listed information for each firm was recorded & verified.

All firms have submitted their information as instructed and found satisfactory.

1. Committee evaluated the EoIs of the Firms as per the EoI Evaluation marking criteria for short listing of Firms/Agencies as attached in REoI published. Out of the 20 firm's, 16 firms qualified the minimum criteria of 25 Marks. However, according to the World Bank procurement regulations 8 firms have been shortlisted/found eligible for issuing of the RFP.

Following eight (8) firms found eligible to issue Request for Proposals (RFP):-

1. Anish Ashish & Co.
2. Agrawal A Kumar & Associates
3. Amit Ray & Co
4. Ansul Agrawal & Co
5. Avneep Singh & Co
6. Lochan & Co
7. Ramesh C Agrawal & Co
8. J K S S & Associates

2. Meeting ended with vote of thanks to all participants by the Chairman.

Sh Tej Prakash, Assistant Director (C & B) -

Member

Sh. Puran Chand, (Sr Assistant - HPNRMS) -

Member

Dr Kapil Chauhan, SMS (AH), IDP, Solan -

Member

Sunil Kashyap, SMS (Procurement), IDP, Solan -

Member


Deputy Director, Admn (IDP)  
Chairman

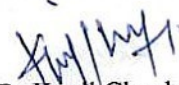


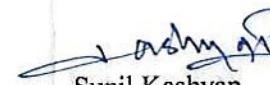
**Evaluation Report of EoIs received for Hiring Internal Auditor for Verification of Grants Utilization under the Matching Grants Scheme of HPIDP**


Expression of Interest (Eoi) Short listing Criteria			Rasool Singhal & Co. (I)	Anish Ashish & Co. (II)	Agarwal A Kumar & Associates (III)	A. Kay Mehra & Co (IV)	A Arora & Co. (V)	Chandra Gupta & Associates (VI)	SK Misra & Gujrati (VII)
<b>A.</b>	<b>Eligibility Criteria</b>	<b>Marks Allocated (Maximum marks)</b>							
1.	The Audit firm should be in Business for the last Five years.	<b>Mandatory</b>							
2.	Overall experience of the Firm (Maximum Marks-40)								
	A Minimum 5 Years	20	20	20	20	20	20	0	0
	B Above 5 years ( 4 marks for one additional year and maximum up to 20 marks)	20	8	20	20	08	4	0	0
3.	Average Annual Turnover of at least INR 20.00 Lakhs in over a period of last three financial years ((Maximum Marks-10))								
	A Minimum 20.00 Lakhs	05	05	05	05	05	05	05	05
	B Above 20.00 Lakhs (Additional 1 mark for every 5 Lakhs above 20 Lakhs)	05	05	05	05	05	05	05	05
	<b>Total:</b>	<b>50</b>	<b>38</b>	<b>50</b>	<b>50</b>	<b>38</b>	<b>34</b>	<b>10</b>	<b>10</b>
	<b>Rank</b>		<b>4</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>5</b>	<b>NQ</b>	<b>NQ</b>

  
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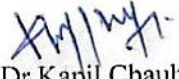
  
Sunil Kashyap  
SMS (Procurement)


  
Deputy Director, Admin. (IDP)  
Chairman

Expression of Interest (EoI) Short listing Criteria			Amit Ray & Co. (VIII)	Anshul Agrawal & Co. (IX)	ASGC & Associates LLP (X)	Avneep Singh & Co. (XI)	CPM & Co. (XII)	JK S S & Associates (XIII)	Komandoor & CO LLP (XIV)
<b>A.</b>	<b>Eligibility Criteria</b>	<b>Marks Allocated (Maximum marks)</b>							
<b>1.</b>	<b>The Audit firm should be in Business for the last Five years.</b>	<b>Mandatory</b>							
<b>2.</b>	<b>Overall experience of the Firm (Maximum Marks-40)</b>								
	A Minimum 5 Years	20	20	20	0	20	20	20	20
	B Above 5 years ( 4 marks for one additional year and maximum up to 20 marks)	20	20	20	0	20	0	16	08
<b>3.</b>	<b>Average Annual Turnover of at least INR 20.00 Lakhs in over a period of last three financial years ((Maximum Marks-10))</b>								
	A Minimum 20.00 Lakhs	05	05	05	0	05	05	05	05
	B Above 20.00 Lakhs (Additional 1 mark for every 5 Lakhs above 20 Lakhs)	05	05	05	0	05	2	05	05
	<b>Total:</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>0</b>	<b>50</b>	<b>27</b>	<b>46</b>	<b>38</b>
	<b>RANK:</b>		<b>1</b>	<b>1</b>	<b>NQ</b>	<b>1</b>	<b>7</b>	<b>2</b>	<b>4</b>

  
Sh Tej Prakash  
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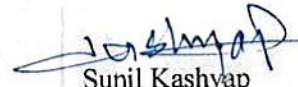
  
Deputy Director, Admin. (IDP)  
Chairman

Expression of Interest (EoI) Short listing Criteria			Lochan & Co (XV)	Manoj Mohan & Associates (XVI)	N K Bhargava & Co (XVII)	Ramesh C Agrawal & Co (XVIII)	SARB & Associates (XIX)	Vinod Singhal & Co. (XX)
<b>A.</b>	<b>Eligibility Criteria</b>		<b>Marks Allocated (Maximum marks)</b>					
<b>1.</b>	<b>The Audit firm should be in Business for the last Five years.</b>		<b>Mandatory</b>					
<b>2.</b>	<b>Overall experience of the Firm (Maximum Marks-40)</b>							
	A	Minimum 5 Years	20	20	0	20	20	20
	B	Above 5 years ( 4 marks for one additional year and maximum up to 20 marks)	20	20	12	0	20	0
<b>3.</b>	<b>Average Annual Turnover of at least INR 20.00 Lakhs in over a period of last three financial years ((Maximum Marks-10))</b>							
	A	Minimum 20.00 Lakhs	05	05	05	05	05	05
	B	Above 20.00 Lakhs (Additional 1 mark for every 5 Lakhs above 20 Lakhs)	05	05	05	05	05	05
	<b>Total:</b>		<b>50</b>	<b>50</b>	<b>42</b>	<b>10</b>	<b>50</b>	<b>30</b>
	<b>RANK:</b>		<b>1</b>	<b>1</b>	<b>3</b>	<b>NQ</b>	<b>1</b>	<b>6</b>
								<b>4</b>

  
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