



MAHARASHTRA STATE ELECTRICITY DISTRIBUTION CO. Ltd.
Prakashgad, Bandra (E), Mumbai-400 051, 26474211

Date: 29.03.2011

Corrigendum to

Expression of Interest for Empanelment of Audit firms

This has reference to the Expression of Interest (EoI) for Empanellment of Audit firms published on 31.12.2010, the last date of submission of application is being extended till Aug 30th 2011 due to administrative reasons. The Audit firms have already been empanelled need not to apply. For downloading the application Form & details of QR i.e Annexure-I & II, please visit MSEDCL web site “www.mahadiscom.in”

Please referre company’s web site “ www.mahadiscom.in” for downloading Annexure I , II.

Chief General Manager (I/A)

Format of proposal for empanelment of C.A/ CWA Firm at O&M Circles.

Chief General Manager (Internal Audit)
Maharashtra State Electricity Distribution Co.Ltd.,
Ground Floor, Prakashgad, Bandra,
MUMBAI - 400 051.
Phone Number (O): 022- 2647 4216 / 4211 / 2131.
Email Address : cgmia@mahadiscom.in

Subject :- Submission of Proposal Data Sheet for empanelment Firm.

Dear Sir,

With respect to your advertisement dated we are hereby submitting the information regarding our firm

1. Name of the CA /CWA Firm				Documents required to be submitted
2. Indicate whether Proprietary Concern or Partnership Firm :				
3 Location of main / branch office applying for empanelment				
Address	City	District	Year of Reg'n with ICAI/ICWA	i) Registration Certificate issued by ICAI/ICWA ii) Partnership deed in case of partnership firm.
Phone Number (Office): Mobile No: Email Address:				

4. Details of Proprietor /Partners and staff available with the firm i.e main office / branch applying for empanelment			i) CA/CWA Passing Certificate. ii) Self declaration of proprietor / partner about experience of data analysis by using excel / IDEA / ACL software.
A. Name of Proprietor / partners			
Name of Partner	Qualification	Experience in last 10 years i.e from April 1 st 2000 to March 2010.	
B. Professional staff (C.A/CWA, Inter C.A/CWA .)			
Name	Qualification	Experience in last 10 years i.e from April 1 st 2000 to March 2010.	
C) Other staff Details			
Name	Qualification	Experience in last 10 years i.e. from April 2000 to 31 st March 2010	
5. Detail of assignments completed during last 10 years. (01-04-2000 to 31.03.2010) (Please specify Statutory Audit, Internal Audit, Stock Audit, Tax audit,)			Letter of appointment For the assignment including Internal Audit..

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Annexure I

Certificate

I the undersigned certify that to the best of my knowledge and belief that the information provided in this data sheet is true and correct. I understand that any willful misstatement herein will lead to my disqualification for empanelment..

I hereby certify that I have been authorized by the firm to sign this statement.

Date :

Place:

Notes:-

1. Proposal should be submitted in this format only.
2. Wherever necessary extra sheet may be attached for the additional information that the firm may want to provide in support of the information given in the format.
3. Hard copy of format should be couriered to Head office.
4. Photocopies of the support document should be enclosed with the format.
5. Information not supported by necessary documents will be considered invalid.

Qualification Requirement of Professional Auditors

The CA /CWA Firms herein after are called Audit Firms. The qualification requirement of audit firms for our company for all locations including head office is proposed as under.

- 1) The firms should be registered with Institute of chartered account of India or Institute of cost & works accountant of India either as proprietor / partnership & main office/ branch offices located in Maharashtra.
- 2) The proprietor of firm or any full time partner of Firm should have minimum experience of audit for 10 years. For firms having experience of Internal Audit/ Statutory Audit – Financial or Cost Accounts / VAT Audit of erstwhile MSEB /MSEDCL / MSPGCL /MSETCL /MSEB Holding Co / any Board or Company working in Power Sector then 5 years of audit experience will be considered for empanelment.
- 3) The proprietary firms /partnership firms should have minimum 10 no of staff
- 4) Staff member / proprietor / partner & should have 5 years experience of Data Analysis/ Data extraction / Data mining by using Excel / IDEA /ACL Software
- 5) The firm should have Internal Audit experience for minimum 3 years

Audit firm should have Main / Branch office / Office in Maharashtra.

Internal Audit Experience

Internal Audit related to Financial Accounts /stock / manufacturing process / banking transactions revenue audit of any business can be considered.