



06001/07/2025-SBTC

Govt. of Bihar

Health Department

STATE BLOOD TRANSFUSION COUNCIL

6th, Floor, Swasthya Bhawan, Sheikhpura, Patna-800014.

Website: bsacs.bihar.gov.in

EXPRESSION OF INTEREST FOR
SHORT LISTING OF CHARTERED ACCOUNTANT FIRM FOR CONDUCTING INTERNAL AUDIT OF
GOVERNMENT BLOOD CENTERS OF BIHAR

State Blood Transfusion Council (SBTC) empowered by National Blood Transfusion Council (NBTC) Government of India is a registered organization of Govt. of Bihar and nodal organization for all the Blood Transfusion Services that is taken up in the state of Bihar. The Council received funds in the form of Processing Money etc forms. The Council also releases fund to Blood Centers under the Government sector.

Hence it is essential to assess through conducting a Internal Audit under the provision of the Societies Registration Act, 1860 as applicable in the state. Expressions of Interest (EOI) containing Data Form are invited from C&AG Empanelled Chartered Accountant (CA) firm to conduct the internal audit on behalf of the State Blood Transfusion Council for the financial year 2007-08 to 2025-26. EOI received for internal audit will be examined/evaluated separately and independently.

Eligibility & Assessment Criteria:

1. The applicant must be a Chartered Accountant Firm and must be empanelled with Comptroller & Auditor General of India (C&AG).
2. The Data Form with relevant documentation will be assessed on the basis of marks achieved by the bidders (criterion & marks allotted to them is shown in Standard evaluation sheet).

Requirements:

EOI for internal audit should be sent along with a Data Form and relevant documentation including financial turnover for the last 3 (2022-23 to 2024-25) financial years. A format for the Data Form is available on the Society website bsacs.bihar.gov.in. Data Form can also be obtained from the Procurement cell of Bihar state AIDS Control Society, Patna on all working days (Monday to Friday) between 11.00 hours to 16.00 hours. Individual CV/s is not required at this stage.

Any EOI with inadequate information or irrelevant documentation or incomplete Data Form or those which do not meet the above criteria or those received after the closing date will not be short listed. EOI should be as concise and focused as much as possible to give evidence of the above requirements including the capability statement and organization profiles.

The last date and time for submission of the completed EOI will be on or before 18.00 hrs. on May 27, 2026. The EOI must be submitted through Courier/Speed Post/Registered Post only at the Dispatch Section of Bihar State AIDS Control Society. The bid submitted by hand or by any other means will not be accepted. The Council will not be responsible for any postal delay. Please note that this is not a request for proposal. The request for proposal/financial bid will be invited to those organizations which secure higher marks from top in the list.

For Further Information

For further information, interested bidders are requested to contact, Joint Director (Finance), BSACS, Patna.

State Blood Transfusion Council reserves the rights to accept or reject any or all proposal or change the terms and condition of EOI or cancel the EOI without assigning any reasons at any journey stage of this EOI.

(Signature)
30/04/2025
Director
(SBTC)

रक्तदान महादान: आपका एक रक्तदान बचाए तीन जान।



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SHORT LISTING OF CHARTERED ACCOUNTANT FIRM FOR CONDUCTING INTERNAL AUDIT OF BLOOD CENTRES IN BIHAR

1. The State Blood Transfusion Council (SBTC), Patna invites Expression of Interest (EOI) containing Data Form from C&AG Empanelled Chartered Accountant (CA) firm to conduct the Internal audit of 36 Blood Centers on behalf of the State Blood Transfusion Council (SBTC) as per the scope of works mentioned below. The Council also release fund to peripheral 36 Blood Banks under the Government sector.

Scope of Work:

S.N.	Particulrs	Internal Audit for the Financial Year	Location
1.	SBTC, Blood Banks Fund	2007-08 to 2025-26	36 Blood Cemters situated at different districts of Bihar.

EOI received for internal audit will be examined/ evaluated separately and independently.

Eligibility Criteria:

1. The Chartered Accountant Firm must be empanelled with C&AG (registration certificate must be attached).
2. Average annual turnover of Rupees 20 Lakh (Twenty Lakh) for the last three financial years 2022-23, 2023-24 & 2024-25. Last three financial years Audit Report from duly qualified Chartered Accountant Report showing details (balance sheet and profit & loss) of their annual turnover should be submitted.
3. The agency intends to submit EOI should have their full-fledged registered office or branch office in Patna, preferably at within the Patna Municipal Area.
4. The agency must have minimum five (05) years experiences in the field of Internal audit of the project financed by bilateral or multilateral agencies or government agencies.
5. The agency should have adequate number of personnel with a core expert team for conducting auditing.
6. The agency must have acknowledgement of Income Tax Return for last three (3) financial years.

Terms of Reference (TOR)/Scope of Work:

The Terms of Reference (TOR)/Scope of work for the internal audit will be provided by Accounts Section of BSACS and the selected firm must sternly adhere the rules and regulation prescribed in the Terms of Reference (TOR) otherwise the Society may terminate the contract.

Documents required to be submitted along with the EOI.

1. Copy of the firm constitution certificate issued by ICAL
2. Copy of self certified PAF indicating the total turnover and the Specified Turnover of the firm for the last three years (2022-23 to 2024-25). Here specified turnover would means the professional fee earned excluding service tax and travelling.
3. List of Partners with post qualification experiences with the firm must be provided as per the below mentioned table. The below list must be provided in the letter head of the firm duly signed and stamped.

S.N.	Name of the Partner	Qualification with Date of obtaining required Qualification	Date of joining with the firm	Number of Years of Post Qualification Experience with the firm
1.				

Note: All complied documents index with page No. must be shown. Incomplete Information or information not provided on the basis of above mentioned table will not be considered for short listing.

4. List of full time personnel with a core expert team of CAs or Cost Accountant or other relevant staff must be provided as per the below mentioned table. The below list must be provided in the letter head of the firm and duly signed and stamped.

S.N.	Name of the full time personnel with their designation	Qualification with Date of obtaining required Qualification	Date of joining with the firm	Number of Years of Post Qualification Experience with the firm
1.				

1. Copy of self attested appointment letter or work order showing experience in auditing for the last five years. Experiences must be categorized for Internal audit according to the below mentioned points.
 - a. Experiences of the firm during the last five years for the projects financed by the bilateral or multilateral agencies.
 - b. Experiences of the firm during the last five years for the projects in the same sector (other than above)
 - c. Experiences of the firm during the last five years for the agencies implementing government projects (other than the above two).

Note:- Separate documentation for the experiences for Internal audit must be attached with the EOI. The date of submitting the audit report to the clients must also be provided with the above documents.

2. List of Branches must be provided in the letter head of the firm as per the table mentioned below.

S.N.	Particulars	Date of Establishment/ Constitution	Name of Partner/CA qualified employee in charge of the firm/ branches
1	Name and Address of the Head Office		
2.	Name and Address of the Branches a. b. c.		

3. Income Tax return for the last three Consecutive assessment years (2022-23 to 2024-25)
4. Copy of PAN Card.
5. Copy of Service Tax registration certificate.
6. Bidder shall submit an affidavit from Notary "that the company/agency has not been blacklisted/ de-registered/ barred by the Central/ State Government/ Society."

Evaluation Criteria:-

The EOI along with data form with the proper documentation of the firm shall be evaluated on the basis of their past experiences and the Score achieved by the bidders (criterion & marks allotted to them is shown in Standard evaluation sheet). The interested CA firms can submit their EOI ; which will be examined/ evaluated separately and independently.

Only Organizations, which pass the pre-selection process, (Technically qualified/passed in standard Evaluation) will be contacted and invited to submit details financial proposals.

Termination of the contract:

The BSACS will have the right to cancel the contract if the agency commits breach of any or all conditions of the contract. Breach of Contract includes, but not limited to, the following:

The SBTC will have right to cancel the contract if the agency commits breach of any or all conditions of the contract. Breach of contract includes, but not limited to, the following:

1. It is found that the schedule of implementation of the audit work as per the TOR/ scope of work is not being adhered to.
2. The selected firm stops work and such stoppage have not been authorized by the SBTC
3. If the firm fails to complete the given job within the prescribed date and time, then the Society may blacklist the firm and the required services will be availed from the other sources. The extra costs of the said add/(s) will be recovered from the appointed firm.
- 4.

Duration of the Contract:

The Contract will be initially for conducting Internal Audit only for the above financial years.

Payment Terms & Condition-

No advance payment will be made. Payment will be made after submission and verification of the audit report submitted by the firm.

Submission of EOI with detailed proposal:

The last date and time for submission of the completed EOI will be on or before 18.00 hrs. on May 27, 2026. The EOI must be submitted through Courier/Speed Post/Registered Post only at Dispatch Section of Bihar State AIDS Control Society, 6th floor, Swasthya Bhawan, Patna-14. The bid submitted by hand or by any other means will not be accepted. The Society will not be responsible for any postal delay. The EOI for Statutory Audit as well as Statutory Audit should be submitted by the bidder in a separate cover super scribing "EOI for Internal Audit" along with last date of submission of the EOI. Any EOI with inadequate information or incomplete Data Form, those which do not meet the above criteria, or those received after the closing date will not be shortlisted.

In the event of the date specified for EOI receipt being declared as a holiday for SBTC, the due date for submission of EOI will be the following working day at the appointed times.

State Blood Transfusion Council reserves the rights to cancel the EOI without assigning any reasons at any stage.

30/04/2026
Director
SBTC

13.	Fees earned by the firm for last 5 years (YEARWISE DETAILS MUST BE SUBMITTED)			
	Type of Audit	Projects financed by the bilateral or multilateral agencies.	Projects in the same sector (other than bilateral or multilateral agencies)	Agencies implementing government projects
	Internal Audit/6 monthly review			
	Total of the above			

14.	Specified Turnover of the firm for last 3 years			
	Specified turnover (professional fee earned excluding service tax and travelling.	Projects financed by the bilateral or multilateral agencies.	Projects in the same sector (other than bilateral or multilateral agencies)	Agencies implementing government projects
	Internal Audit/6 monthly review	2022 -23	2023 -24	2024 -25
	Total of the above			

Signature of proprietor/sole partner

(Seal of the firm)

**Standard Evaluation Sheet for Evaluation of the EOI of the Internal Auditors
(CA Firms)
(Separate marks must be allotted for Internal audit)**

S.N.	Criteria	Scoring	Max. Points	Marks obtained
1.	Long standing of the firm.	1 point for each year of existence over 10 years	10	
2.	Turnover of the firm for the last three financial Year (F.Y) from audit and assurance services. ("Specified Turnover")	<ul style="list-style-type: none"> • 15points for specified turnover of Rs. 50 lacs or above in each of the last three FYs years. • 08 points for specified turnover of Rs. 50 lacs and above in the last two of the last three FYs years.. • 04 points for specified turnover of "25 lacs and less than 50 lacs." 	15	
3.	Experiences and Association of Partners	<ul style="list-style-type: none"> • 03 points for each partner with PQE of 10 years or more with the firm. • 02 points for each partner with PQE (Pre Qualified Experience) of 05 years or more with the firm. • 01 point for each partner with PQE of more than 01 year with the firm 	15	
4.	Experience and Association of Qualified full time staff (being CAs or Cost Accountant or technically qualified staff relevant to the project)	<ul style="list-style-type: none"> • 03 points for each full time staff with PQE of 10 years or more with the firm. • 02 points for each full time staff with PQE of 05 years or more with the firm. • 01 point for each full time staff with PQE of more than 01 year with the firm. 	10	
5.	Experiences of the firm during the last 05 years in audit of Financial Statements/Statutory Audit /Internal Audit of :			
	a. Projects financed by bilateral or multilateral agencies.	03 points for each project	15	
	b. Project in the same sector (other than above)	03 points for each project	15	
	c. Agencies implementing government projects (other than above)	02 points for each project	15	

S.N.	Criteria	Scoring	Max. Points	Marks obtained
6.	Presence in the State where project headquarters is located	<ul style="list-style-type: none"> • 05 points if the head office of the applicant firm is located in the same state as the project headquarters. • 03 points if a branch office of the applicant firm is located in the same state as the project headquarters for atleast 05 years and headed by a partner of the firm. • 01 point if either the branch is in existence for less than 05 years but more than 03 years or is headed by a qualified employee. 	05	
		Total	100	

- Note:
1. Each member of the evaluation committee for Internal Audit will fill up this form separately.
 2. Total marks given by all the members will be totaled and on the basis of the score secured by the firm on the relevant field in an internal audit will be further requested to submit detailed proposal along with the supportive documents.

Name of the authorized member
Date:

Signature