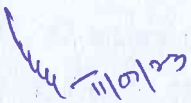


CANCELLATION OF QUOTATION CALL NOTICE

The Quotation call notice for Annual Audit of Odisha Bamboo Development Agency, Odisha from Chartered Accountants vide CAD-1918 published on dated 23-09-2022 is hereby cancelled as it is single responsive bid.


Project Director, WFP-cum-SMD,
OBDA, Bhubaneswar.

Copy to Notice Board.

**OFFICE OF THE PROJECT DIRECTOR, WFP-CUM-STATE MISSION DIRECTOR,
ODISHA BAMBOO DEVELOPMENT AGENCY,**

ARANYA BHAWAN, CHANDRASEKHARPUR, BHUBANESWAR-23

Email: obda@rediffmail.com, Website : www.orissabamboo.org Phone No. 0674-2302344/2302079

**Quotation Call from Chartered Accountants for Annual Audit of Odisha
Bamboo Development Agency, Odisha.**

Sealed Quotation in plain paper are invited from the empanelled list of Chartered Accountants to take up audit for the accounts of OBDA and it's all the field implementing agencies and preparation of financial statements/ utilization certificates with reporting thereof for the year 2021-22 so as to reach the office of the undersigned in the Ground Floor of Aranya Bhawan, Chandrasekharpur, Bhubaneswar-751023 on or **before 01-02-2023 by 3.00 PM**. The sealed quotation will be opened on the same day at 4.00 PM in presence of the quotationer or their authorized representatives in the office of the Project Director, WFP-cum-SMD, OBDA, Ground Floor, Aranya Bhawan, Chandrasekharpur, Bhubaneswar-751023. The details of terms and condition are placed in our official web site www.orissabamboo.org and the web site of the PCCF & HoFF, Odisha www.odishaforest.in. The sealed envelope containing the technical bid and financial bid documents should be superscribed as "Quotation for Audit of Accounts of OBDA and implementing Agencies" and the same should be sent by registered post or speed post so as to reach this office **by 3.00 PM of 01-02-2023**. The undersigned reserves the right to accept or reject any or all quotations tenders without assigning any reason thereof.

7/1/23
Project Director, WFP-cum-SMD,
OBDA, Bhubaneswar.

Copy to Notice Board

OFFICE OF THE PROJECT DIRECTOR, WFP-CUM-STATE MISSION DIRECTOR, ODISHA
BAMBOO DEVELOPMENT AGENCY,
ARANYA BHAWAN, CHANDRASEKHARPUR, BHUBANESWAR-23

Tel No.0674-2565344 Email: obda@rediffmail.com, Website : www.orissabamboo.org

TERMS OF REFERENCE FOR THE AUDIT

Objectives and Scope of Work:

1. The Chartered Accountant firm should have at least five years of experience in the relevant field and should be in the panel of CAG for Agriculture and Forest sector audit and should have audited accounts of either Govt. Agencies or Govt. Corporate bodies or any organization wholly owned or in which Govt. has substantial interest.
2. Audit will be done through the examination of records and statements pertaining to the Project Fund kept with Project Director, WFP-cum-State Mission Director, Odisha Bamboo Development Agency and discussion with OBDA and visits to project sites, camps, market yard warehouses as may be required; the Auditor shall perform sufficient work in order to be satisfied that the followings are done.
 - (a) Component-wise / Executing agency wise [Forest division and other implementing agencies] fund approved released and utilization of fund as prepared by the office, is in accordance with the books and records maintained by the Office.
 - (b) The accounting records are complete & accurate with regard to;
 - the Grant in Aid received and interest accrued
 - the expenditure and lending / borrowing of the funds.
 - (c) The financial transactions reflected in the statements have been authorized and effected in accordance with the terms of the Operational Guidelines, Administrative approval, Approved Annual Action Plan and other rules and regulations as applicable.
 - (d) The securities and money in fixed deposit or on hand have been verified, certificate received directly from the fund's depositor or by actual count;
3. The audit will be conducted in accordance with generally accepted norms in India for such Audit and guidelines as per norm of Internal AG audit, auditing standards prescribed by Comptroller and Auditor General with the additional terms of reference set out in section **"Specific areas to be audited" below :**

Specific areas to be audited:

4. The audit work should specifically cover the following areas;
 - (a) Overall review of efficiency and effectiveness of controls, procedures and practices in place for management of cash and other assets pertaining to the Agency fund;
 - (b) Custody of surplus fund balances and banking arrangements: Signatories and controls over bank accounts including reconciliation, interest earned, timeliness, delays in banking transactions.
 - (c) Disbursement procedures: Procedures for the approval and authorization of disbursements practice on advances and payments.
 - (d) Utilization of the fund: Procedures for identification of schemes/ uses and projects : Procurement of goods and services and entering into contracts. Monitoring of the utilization of the fund schemes and projects. Compliance with the Operational Guideline and Annual Action plan, financial rules and regulations, relevant government regulations and any other formal guidance.
 - (e) Accounting and budgetary control: Appropriateness of accounting records, reconciliation to annual reports as well as banking records. Review of the budgetary process and certification of payments for availability of funds.
 - (f) Monitoring and reports: Monitoring of income and expenditure against budgets, financial reporting to the project management.
 - (g) Compliance with regulations: Compliance with Government regulations and operational guideline / terms and conditions on the utilization of funds.
 - (h) Project reporting : Accuracy and timeliness of quarterly, six-monthly and annual reports to National Bamboo Mission / State Bamboo Steering Committee.

Reporting :

5. The Auditor shall express and sign an opinion on the fund accrual and utilization statements of the Odisha Bamboo Development fund including a general review of the accounting procedures. They will also prepare, authenticate of the accounts statement, trial and balance of expenditure for the financial year for the OBDA and prepare the report.
6. The audit will also look into the accounts of all the executing agencies to which funds are advanced by Odisha Bamboo Development Agency and submit the audited statement of account with respect to their utilization certificate both in monetary terms and physical achievements along with other mandatory statements.
7. The final audit report should be presented in draft form to the Project Director, WFP-cum-State Mission Director, OBDA for comments and thereafter only, the

final Audit Report with all necessary documents and certificates should be furnished. Similar procedure to be followed in case of audit of all its implementing agencies as well; however, a copy shall also be submitted to the Project Director, WFP-cum-SMD, OBDA, Bhubaneswar.

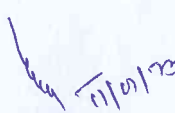
8. **Chartered Accountants Firms must fulfill the following criteria**

- a) Audit firm shall be empanelled with office of the Comptroller and Auditor General of India for the FY 2021-22 and also eligible for inclusion in the panel for Major Audits for the year 2022-23.
- b) Audit firm should have its Head Office at Bhubaneswar, Odisha.
- c) Audit firm should be in existence for more than 10 (ten) years as on the date of expression of interest.
- d) The Firm must have :
 - At least 02 (two) FCA's who have 15 years post qualification experience, are competent and willing to work towards fulfillment of audit objectives in OBDA.
 - The firm should be well equipped with qualified/semi qualified / Audit staff to complete the Audit within the stipulated period.
- e) **Turnover:** The firm should have an average Annual turnover of more than 1.00 Crores during last three financial year (2018-19, 2019-20 & 2020-21). Audited profit and loss Account of past three financial years are to be submitted.
- f) The firm of Chartered Accountant or any partners of the firm should not have been banned/blacklisted/debarred/ suspended by the world bank/JICA/Central Government any State Government / Government Organization / Financial institution / Court / Public Sector units in India (self declaration in letter head).
- g) The firm should have minimum 2(two) years of experience in Statuary Audit, Internal Audit and have audit experience of at least three externally Aided Project or Centrally Sponsored Scheme.
- h) The firm should submit relevant documents duly attested by the authorized signatory, in support of the eligibility criteria given above. **Any firm not qualifying these minimum criteria need not apply as their proposal shall be summararily rejected.**

9. **Payment Terms:** The price quoted should be inclusive of all expenses and taxes. The payment will be made after submission of final audited report.

10. Interested Firm of Chartered Accountants may obtain further information at the address given below in any working day or visit official website: **www.orissabamboo.org**.
11. The sealed tender as per the term of Reference placed in the above website must be delivered to the address given below by Regd. Post or Speed Post on or before **01-02-2023 by 3.00 PM**. Any delay in receipt will not be considered at any cost.
12. **Nos of Implementing agencies to be audited - 28 Nos.** (DFO Dhenkanal, Athagarh, Baripada, Khordha, Nayagarh, Chandaka(WL), Bhardak (WL), Silviculturist, Bhubaneswar, Kalahandi (South), Kalahandi (North), Subarnapur, Berhampur, Ghumsar (South), Boudh, Phulbani, Koraput, Malkangiri, Jeypore, Silviculturist, Silviculture Division Raygada, Sambalpur, Baragarh, Bamra (WL), Rourkela, Sundargarh, Bonai, OBDA Field Unit, Bhubaneswar, Director, H&CI, Bhubaneswar & Head Office,

Address /Contact Person	Deputy Coordinator, Odisha Bamboo Development Agency (OBDA), Ground Floor, Aranya Bhawan, Chandrasekharpur, Bhubaneswar, Pin751023, Odisha
Telephone No.	0674-2302344 /2302079


 Project Director, WFP-cum-SMD,
 OBDA, Bhubaneswar