



National Institute of Social Defence

Ministry of Social Justice & Empowerment

Plot no. G-2, Sector-10, Dwarka, New Delhi-110075

**Sub: Appointment Of Statutory Auditor for NISD (An Autonomous body Under MOSJE)
For the F.Y. 2023-2024 & 2024-25.**

NISD is an autonomous body, registered under Society Act, 1860, under the aegis of Ministry of Social Justice & Empowerment, invites quotations from the Audit Firms to Conduct Statutory Audit for the FY 2023-24 & 2024-25 and to verify Annual accounts of NISD, viz Balance Sheet. Receipts & Payments Account, Income & Expenditure Account etc. The minimum fess assigned is Rs.80,000/-.

2. The interested firms, may submit their quotations subject to following conditions.

- i. The firm should be in the panel of C&AG.
- ii. The firm in existence for at least 5 years.
- iii. Having experience of auditing accounts and handling tax matters of Govt. Organisations/ Autonomous Bodies.
- iv. Should have atleast 3 partners of which 1 partners should be full time FCA.


3. The following information/documents may be annexed with the tender :

- i. An undertaking that the applicant firm or its partners should not have been held guilty of any professional misconduct under Chartered Accountants Act, 1949 (as amended) during past or penalized under any of the tax laws by ICAI or any other statutory Body.
- ii. An attested copy of Certificate of ICAI.
- iii. Details of experience in Govt. Organisation/ Autonomous Bodies/PSUs etc.
- iv. A Demand Draft for Rs. 5,000/- in favour of Director NISD Foundation, payable at Delhi.
- v. Empanelment number and CAG.
- vi. Time required to complete the job and method of executing.

4. Other Information's relating to Tender

- i. The sealed quotations may be submitted by 4.00 P.M. on or before 10.06.2025.
- ii. The quotations will be opened at 11:30 A.M. on 12/06/2025 at NISD and interested firms may depute their authorised representatives, if so preferred, at the time of opening the quotations.
- iii. This Office reserves the right to amend or withdraw any of the terms and conditions in the Tender Documents or to reject any or all the tenders without giving any notice or assigning any reason thereof. The decision of the Competent Authority in this regard shall be final and binding on all.

- iv. In case of any clarification/ nature of work, the interested firms may visit the O/o working day till 04.06.2025 Dy. Dir (Admin), NISD
- v. The closed envelope containing the bids may be super-scribed with:- **Confidential-Bids for "Appointment of Statutory Auditor for NISD and addressed to the Dy. Dir(Admin), NISD.**



(Dr. H.C. Sridhara Channakeshava Ranga Reddy)
Deputy Director (Admin)

Copy to:

1. PA to Director, NISD
2. Guard File

डॉ. एच. सी. श्रीधर चन्नाकेशव रंगा रेड्डी
Dr. H.C. Sridhara Channakeshava Ranga Reddy
उप निदेशक (प्रशासन) / Deputy Director (Admin)
राष्ट्रीय समाज रक्षा संस्थान/National Institute of Social Defence
प्लॉट नं० जी-2, सेक्टर-10, द्वारका, नई दिल्ली-110075
Plot No. G-2, Sector-10, Dwarka, New Delhi-110075