

REPLY TO PRE BID QUERIES DATED: 11.11.2024

Tender for Appointment of Auditor to conduct Internal Audit for HPOIL Gas Private Limited

TENDER NO. HOGPL/2024-25/C&P/014 DATED: 30.10.2024

Sl. No.	Ref Clause No.	Ref Clause Description	Bidders Query	HOGPL Reply
COMMERCIAL VOLUME				
1	SECTION - I - INVITATION FOR BIDS (IFB) 1.0 BRIEF SCOPE OF WORK	16 - Annual / Quarterly / Half yearly accounts. Note - The above areas shall be covered on a half-yearly basis	Please Clarify Audit report has to be submitted Annually? Quarterly? Half Yearly?	Half Yearly Basis
2	SECTION - I - INVITATION FOR BIDS (IFB) 2.0 Contract Period SECTION-IV - SCC 2.0 OTHER TERMS & CONDITIONS	2.0 Contract Period - The team comprising audit assistants/articles who should spend a minimum of 50 man-days to complete the audit of all locations put together.For Nagaland GA, the firm should spend a minimum of 10 man-days to complete the audit. 2.0 OTHER TERMS & CONDITIONS - The audit team, comprising at least two audit assistants, shall spend a minimum of 5 days in each GA and 12 days in HO. The team should be led by at least one qualified CA/CMA/CS who shall spend at least 15 days during the audit.	Please Clarify requirement of each auditor in Audit team is Annual? Quarterly? Half Yearly? Also please clarify on number of Man Days for each Location for each class of auditor.	Half Yearly Basis This is the minimum man days and manpower mentioned in the tender Hwoever, as per the work profile and qutam of work, the firm may have to spend more time. Kindly refer IFB Clause 3.0 & 4.0 read with SCC Clause 2.0
3	General		Can all documents, forms, supporting, SOR for tender document be digitally signed with DSC?	Bidder's understanding is correct
4	General		Is there any size limit with respect to mail attachments?	Yes, 25 MB Maximum Size Limit
5	General		Can a firm without GST registration can apply (as GST is not applicable due to trashhold limit) by filling Form F-7 Deviation Form?	Bidder's understanding is correct