

**MORMUGAO PORT AUTHORITY**  
**FINANCE DEPARTMENT, INTERNAL AUDIT SECTION**  
**NOTICE INVITING ONLINE TENDERS (NIOT)**  
**DETAILS OF TENDER**

ORGANISATION	<b>MORMUGAO PORT AUTHORITY [MPA]</b>
DEPARTMENT & SECTION	<b>FINANCE DEPARTMENT, INTERNAL AUDIT SECTION</b>
TENDER INVITING AUTHORITY	<b>FINANCIAL ADVISER &amp; CHIEF ACCOUNTS OFFICER, MORMUGAO PORT AUTHORITY, ADMINISTRATIVE BUILDING, HEADLAND SADA, GOA 403 804.</b>
E-TENDER REFERENCE NO.	<b>FA/IA/80-E /2025/00271 dt.10/10/2025</b>
NAME OF THE WORK	<b>INVITATION OF OFFERS FOR EMPANELMENT OF CHARTERED ACCOUNTANT FIRMS FOR STATUTORY AUDIT OF A SPECIAL PURPOSE COMPANY FOR THE OPERATION &amp; MAINTENANCE OF BERTH NO 10 &amp; 11 ON PPP BASIS AT MORMUGAO PORT AUTHORITY</b>
TYPE OF BID	<b>OPEN E-TENDER UNDER SINGLE BID SYSTEM (Techno-commercial Bid (Cover-I) only)</b>
BID SUBMISSION START DATE	<b>09.04.2026 at 15.00 hrs</b>
LAST DATE & TIME FOR RECEIPT OF BIDS	<b>16.04.2026 at 15.00 hrs</b>
BID OPENING AUTHORITY & ADDRESS	<b>FA &amp; CAO / Finance Department Officers MORMUGAO PORT AUTHORITY, Administrative Building, Headland Sada, Goa- 403804.</b>
BID OPENING DATE & TIME	<b>Techno-commercial Bid (Cover-I) will be opened on: 17.04.2026 at 15:30 hrs. Price Bid –Not applicable</b>
BIDDING TYPE	<b>OPEN TENDER (E-TENDER MODE ONLY)</b>
BID VALIDITY	<b>90 DAYS</b>
TENDER CURRENCY SETTINGS	<b>INDIAN RUPEE (INR)</b>
TENDER FEE & EMD COST	<b>The EMD and Tender Fees shall not be collected at the time of submission of bid. The same shall be collected by the Concessionaire from the selected bidder at the time of appointment.</b>

MINIMUM ELIGIBILITY  
CRITERIA (MEC)

**BASIC ELIGIBILITY CRITERIA**

**I) TECHNICAL CRITERIA**

1. The firm must have conducted statutory audit of the annual accounts of at least 100 companies registered under the Companies Act, 2013, of which at least 10 must be Public Sector Undertakings (PSUs).
2. Year-wise list of companies (with turnover above ₹25 crore) audited in the last 5 financial years
3. The firm should have at least 5 (five) practicing Chartered Accountants, each having a minimum of 10 years of professional experience.
4. The firm or any of its partners must not be blacklisted or disqualified by the Comptroller and Auditor General (CAG) of India or by the Concessing Authority.
5. The firm must have an office located in the State of Goa or an adjacent States, with at least 2 (two) practicing Chartered Accountants on its rolls at that location.

**II) FINANCIAL CRITERIA**

1. The financial criteria shall be decided by the competent authority at the time of appointment of the successful bidder.

ONLINE DOCUMENTS  
REQUIRED TO BE  
SUBMITTED

CONTACT DETAILS FOR  
ONLINE DOCUMENTS  
SUBMISSION

**SCANNED COPIES OF THE FOLLOWING DOCUMENTS :**

1. A covering letter expressing interest for empanelment.
2. Detailed statement of capability, including:
  - Year-wise list of companies (with turnover above ₹25 crore) audited in the last 5 financial years.
  - Biodata of all practicing Chartered Accountants on its rolls.
  - Details of statutory audits carried out (with supporting proof such as engagement letters or completion certificates).
3. Proof of office location and staffing in the required state(s).
4. A self-declaration regarding non blacklisting/disqualification.
5. Copy of valid registration certificate with ICAI.
6. Complete Tender Document duly filled in, complete in all respects, signed and sealed on all pages by an authorized signatory.
7. Undertaking as per Annexure II,III & IV
8. Copy of PAN Card duly signed.
9. Copy of the GST Registration Certificate duly signed.

Bidders are requested to email to the documents on the given below emails

1. [facao@mptgoa.gov.in](mailto:facao@mptgoa.gov.in)
2. [milind.dessai@mptgoa.gov.in](mailto:milind.dessai@mptgoa.gov.in)  
[audit-mpa@mptgoa.gov.in](mailto:audit-mpa@mptgoa.gov.in)  
Phone:(0832) 2594407/4411.

<p>PAYMENT OF TENDER FEE &amp; EMD</p>	<p><b>Mode of Payment towards Tender Cost and EMD to be preferably paid online through e-Payment mode before due date via:</b></p> <p><b>1. National Electronic Fund Transfer (NEFT) / Real Time Gross Settlement (RTGS).</b></p> <p><b>NOTE:</b></p> <p><b>The EMD and Tender Fees shall not be collected at the time of submission of bid. The same shall be collected by the Concessionaire from the selected bidder at the time of appointment.</b></p>
<p>CONTACT DETAILS FOR CLARIFICATIONS</p>	<p>For any Issues or Clarifications relating to this tender, bidders are requested to email to:</p> <p>3. <a href="mailto:facao@mptgoa.gov.in">facao@mptgoa.gov.in</a></p> <p>4. <a href="mailto:milind.dessai@mptgoa.gov.in">milind.dessai@mptgoa.gov.in</a></p> <p>5. <a href="mailto:audit-mpa@mptgoa.gov.in">audit-mpa@mptgoa.gov.in</a></p> <p>Phone:(0832) 2594407/4411.</p>
<p>WEBSITE</p>	<p><a href="https://mptgoa.gov.in">https://mptgoa.gov.in</a></p>
<p>SINGLE BID</p>	<p>Single Bid system is being followed in this tender. Bidders should take due care to submit their bids in accordance with the requirement and as per the instructions given in the tender document(s).</p>

For any Issues or Clarifications relating to the published tenders, bidders are requested to contact the respective Tender Inviting Authority

**OPEN ONLINE TENDER DOCUMENT**

<b>Sr. No.</b>	<b>CONTENT</b>	<b>Page No</b>
1.0	<b>MPA STANDARD TERMS AND CONDITIONS FOR OUTSOURCING</b>	<b>6- 7</b>
2.0	<b>SPECIAL INSTRUCTIONS TO BIDDERS FOR ONLINE BIDSUBMISSION (SITB)</b>	<b>8</b>
3.0	<b>GENERAL INSTRUCTIONS TO BIDDERS (GITB) INSTRUCTIONS TO THE BIDDER</b>	<b>9 - 15</b>
4.0	<b>BACKGROUND &amp; OBJECTIVE OF THE EMPANELMENT</b>	<b>16</b>
5.0	<b>MINIMUM ELIGIBILTY CRITERIA , SCOPE OF WORK</b>	<b>17</b>
6.0	<b>COMMERCIAL TERMS &amp; CONDITIONS</b>	<b>18-19</b>
7.0	<b>LIST OF DOCUMENTS TO BE ATTACHED BY THE BIDDER</b>	<b>ANNEXURE - I</b>
8.0	<b>UNDERTAKING REGARDING SCOPE OF WORK &amp; COMMERCIAL TERMS</b>	<b>ANNEXURE - II</b>
9.0	<b>AFFIDAVIT</b>	<b>ANNEXURE - III</b>
10.0	<b>DETAILS TO BE SUBMITTED BY THE VENDORS FOR E.F.T.PAYMENT</b>	<b>ANNEXURE - IV</b>
11.0	<b>GST DETAILS PROFORMA</b>	<b>ANNEXURE -V</b>

## 1.0 MPA STANDARD TERMS AND CONDITIONS FOR OUTSOURCING

### 1.1 TENDER DATES:

The tender will have a time schedule along the lines as indicated below:

Sl. No.	Particulars	Date (DD/MM/YY)	Time (Hours: Minutes)
a.	Tender Publication Date	25.03.2026	17:00 hrs.
b.	Document Download Start Date	25.03.2026	17:00 hrs.
c.	Start Date for seeking Clarifications by e-mail to 1. <a href="mailto:facao@mptgoa.gov.in">facao@mptgoa.gov.in</a> 2. <a href="mailto:milind.dessai@mptgoa.gov.in">milind.dessai@mptgoa.gov.in</a>	25.03.2026	17:00 hrs.
d.	Last Date for seeking Clarifications by e-mail to 1. <a href="mailto:facao@mptgoa.gov.in">facao@mptgoa.gov.in</a> 2. <a href="mailto:milind.dessai@mptgoa.gov.in">milind.dessai@mptgoa.gov.in</a>	06.04.2026	15:00 hrs.
e.	Submission Start Date	09.04.2026	15:00 hrs.
f.	Submission End Date	16.04.2026	15:00 hrs.
g.	Technical Bid Opening date	17.04.2026	15:30 hrs.

### 1.2 GENERAL TERMS FOR SUBMISSION OF BID

#### 1.3 SUBMISSION OF ON-LINE BID

- 1.3.1** The bidder has to submit his bids online as per the Special Instructions to Bidders for online bid submission specified in this tender document. Please refer to the sections relating to Special Instructions to Bidders (SITB) for Online Bidding, General Instruction to Bidders (GITB), Minimum Eligibility Criteria & Scope of Work, Commercial Terms & Conditions of the e-tender.
- 1.3.2** Bidders are instructed to refer to the official website for any corrigendum pertaining to change in Scope of Work or any other Tender Conditions, if any before submission of bids.

### **1.3.3 CLARIFICATIONS**

Bidders can seek clarifications, if any before the set due date and time for seeking clarifications. The clarifications sought will be furnished by MPA within 4 days to all the bidders who are participating in the tender.

### **1.3.4 BID VALIDITY**

The validity period of the bids shall be minimum 90 (ninety) days from the date of tender opening. The bidder shall not, during the said period or within the period extended by mutual consent, revoke or cancel his tender or alter any terms/conditions thereof without the written consent of MPA. If a bidder is found violating this condition, MPA shall have right to take appropriate further action.

The Technical-bids shall be evaluated based on the information furnished by bidders. If any clarification is required from the bidder, MPA will seek such clarifications.

After evaluation of Technical-bids, all the bidders who participated in the tender will get information regarding their acceptance or otherwise of their tender. Thereafter, an e-mail confirmation will be sent to all successful bidders.

You are invited to submit your e-bid against the above tender.

Thanking you.

**Yours faithfully,**

**For MORMUGAO PORT AUTHORITY**

**Financial Adviser & Chief Accounts Officer**

## 2.0 SPECIAL INSTRUCTIONS TO BIDDERS FOR ONLINE BID SUBMISSION

- 2.1 Bidders are requested to submit their bids online via email in accordance with the requirement and as per the instructions given in the tender document(s).

Tender Inviting Authority email address:

1. [facao@mptgoa.gov.in](mailto:facao@mptgoa.gov.in)
2. [milind.dessai@mptgoa.gov.in](mailto:milind.dessai@mptgoa.gov.in)

### 3.0 GENERAL INSTRUCTIONS TO BIDDERS (GITB)

#### 3.1 SCOPE OF SERVICES

Online Bids are invited through Open tendering from the reputed firms/individuals satisfying minimum eligibility criteria (MEC) as indicated in the tender in single bid system (Cover-I: Techno-Commercial Bid ) for providing on- site Statutory Audit Services by deployment of manpower having requisite qualifications and experience. Bidder is required to submit their tender offer in the form of single bid system on or before due date (refer NIOT). The time of opening of technical bid is as indicated at NIOT. The Notice Inviting Tenders (NIOT) issued by MPA forms part of the Tendering Documents.

#### **TENDER SUBMISSION**

The Tender shall be uploaded as follows:

**Tenders are invited online through Single stage systems. i.e. techno-commercial bid only. No financial bid.**

The bidder shall submit Techno-Commercial only.

Note: Techno-Commercial bid will only be evaluated

All the documents should be as per the MQC. Technical Bid should not contain Price Bid. "Disclosure/indication of Price in the Technical Bid shall render the tender disqualified and rejected.

**3.1.1** The Tender document duly signed and sealed by the Bidder on each page with Annexure duly filled along with amendments issued by MPA if any.

- List of documents to be attached by the bidder Annexure -I.
- Undertaking regarding scope of work & commercial terms Annexure-II
- Affidavit Annexure –III
- Details to be submitted by the vendors for e.f.t.- Annexure –IV
- GST details proforma – Annexure-V
- Information on litigation if any to be submitted by the Bidders

The Bidder shall have valid (active status) GST Registration Certificate and PAN Card – all in the same name (Bidders name) and same should be uploaded along with the Technical Bid.

### **3.2 TECHNICAL BID SHALL BE UPLOADED ONLY THROUGH ONLINE**

Technical Bid shall be uploaded through online only.

### **3.3 COST OF BIDDING**

The bidder shall bear all costs associated with the preparation and submission of the bid, including costs and expenses related to visits to the site and MPA will in no case, be responsible or liable for these costs, regardless of the conduct or outcome of the bidding process.

### **3.4 SITE VISIT**

**3.4.1** The bidder can visit and examine the Site of Works and its surroundings any day with prior intimation and confirmation to obtain for itself on its own responsibility. The bidder should intimate about visit in advance and seek confirmation by sending e-mail to [facao@mptgoa.gov.in](mailto:facao@mptgoa.gov.in) / [milind.dessai@mptgoa.gov.in](mailto:milind.dessai@mptgoa.gov.in)/ [audit-mpa@mptgoa.gov.in](mailto:audit-mpa@mptgoa.gov.in).

**3.4.2** The costs of visiting the Site shall be at the bidder's own expense. Claims and objections due to ignorance of existing conditions will not be considered after submission of the bid and during the execution of the work.

### **3.5 LAST DATE FOR SUBMISSION OF TENDER**

The final date & time of submission is as indicated in the NIOT. MPA may at its sole discretion reserves the right to extend the date for submission of tender

#### **3.5.1 ELIGIBILITY**

The bidders should be either

a] firms capable of deploying manpower possessing requisite qualification and experience as specified in the minimum eligibility criteria or

b] individuals possessing requisite qualification and experience as specified in the minimum eligibility criteria.

### **3.6 EARNEST MONEY DEPOSIT (EMD) AND TENDER FEES**

**The Earnest Money Deposit (EMD) and Tender Fees shall not be collected at the time of submission of bid. The same shall be collected by the Concessionaire from the selected bidder at the time of appointment.**

### **3.7 AUTHORITY IN SIGNING TENDER DOCUMENTS**

**3.7.1** The tender, if submitted on behalf of a Partnership Firm should be signed either by all the partners or some of the partners or other person/s holding a valid "Power of Attorney" from other partners or all the partners constituting the firm.

**3.7.2** In case of a Company, the tender should be signed by a person holding a valid Power of Attorney executed in his favour in accordance with the constitution of the Company.

- 3.7.3** In case of proprietorship, an undertaking by the owner stating that he is the owner / proprietor of the company shall be submitted and all the tender documents submitted shall be signed by him.

### **3.8 ONE BID PER BIDDER**

- 3.8.1** The Bidder shall submit only one bid for this tender. In case the Bidder submits more than one Bid for this tender, all his bids will be summarily rejected.
- 3.8.2** A Bidder shall not have a conflict of interest. All Bidders found to have conflict of interest shall be disqualified. Bidders may be considered to have a conflict of interest with one or more parties in this Tendering process, if they are or have been associated in the past, with a firm or any of its affiliates which have been engaged by MPA to provide consulting services for the preparation of the design, specifications, and other documents to be used for the services to be rendered under these Tendering Documents or Submit more than one Tender in this Tendering process.
- 3.8.3** A Bidder that is under a declaration of ineligibility by the Employer in accordance with ITB, at the date of contract award, shall be disqualified.
- 3.8.4** Bidders shall provide such evidence of their continued eligibility satisfactory to the Employer, as the Employer shall reasonably request.

### **3.9 BIDDER TO INFORM HIMSELF FULLY**

- 3.9.1** The Bidder is expected to examine carefully the contents of all the documents provided like instructions to the Bidders, Tender Conditions, Scope of work etc. Failure to comply with the requirements of the tender will be at the Bidders own risk. The Bidder to ensure to make a complete and careful examination of requirements and other information set out in the tender document. The Bidder shall be deemed to have obtained all necessary information in all the matters whatsoever that might influence while carrying out the Works as per the conditions of the tender and to satisfy himself to sufficiency of his tender etc.
- 3.9.2** Bidder shall bear all costs associated with the preparation and submission of his tender and MPA will in no case be responsible or liable for these costs, regardless of the conduct or outcome of the tendering process.

### **3.10 BID VALIDITY**

The tender shall remain valid for acceptance for a period of 90 days from the date of submission of Technical Bid. MPA reserves their right to extend the period of validity for a specific time.

### **3.11 AMENDMENTS**

- 3.11.1** At any time, prior to the last date for submission of tenders, MPA reserves the right to amend and modify the tender document by issuing Addendum/Corrigendum which shall be uploaded in the PORT website.

**3.11.2** The Addenda/Corrigenda so issued shall form part of the Contract and shall be binding upon the Bidders. MPA may at their discretion, extend the last date for submission of the tender, to enable the Bidders to have reasonable time to submit their tender after taking into consideration such amendments, which shall also be uploaded to the Websites. The Bidder shall acknowledge receipt of such Addenda/Corrigenda and submit the same along with his Tender duly signed and sealed in all pages.

## **3.12 TENDER OPENING AND EVALUATION**

### **3.12.1 OPENING OF TECHNICAL BID**

a) Technical bids of the Tender, received up to closing time on stipulated date, shall be opened.

b) The Bidder is deemed to have gone through the entire tender document and submitted his bid accordingly. Hence, Port at its discretion may not seek further clarification on the document furnished by the Bidder.

### **3.12.2 SCRUTINY AND EVALUATION OF THE TENDER**

Prior to the detailed evaluation of bid, the scrutiny will be carried out whether bid (a) meets the minimum eligibility criteria defined above (b) has been responsive to the requirement of the bidding documents. If any of the above conditions are not satisfied, the bid shall be rejected outright.

**3.12.3** Conditional offer or alternative offers will not be considered further in the process of tender evaluation.

**3.12.4** A substantially responsive technical Bid is one which conforms to all the terms, conditions and specifications of the bidding documents, without material deviation or reservation. A material deviation or reservation is one (a) which affects in any substantial way the scope, quality or performance of the works; (b) which limits in any substantial way, the concessioning authority /concessionaire rights or bidders obligations under the contract or (c) whose rectification would affect unfairly the competitive position of others bidders presenting responsive bids. The Bidder who does not fulfill the tender requirements shall not be considered for further evaluation.

**3.12.5** After the tender opening, the whole process involving scrutiny, clarifications, evaluation and comparison of tenders and recommendations regarding award of Contract shall be confidential. Any efforts on part of any Bidder to influence the Port Authority in any way in the process of scrutiny, evaluation, comparison of tenders and decision concerning award of Contract may result in rejection of the Bidder's offer.

**3.12.6** To assess the scrutiny, evaluation and comparison of tenders, the Port Authority may ask Bidder individually for clarifications. Clarifications shall be sought only on the documents submitted along with the bid. No new documents/work orders shall be entertained which was not part of the original submission whose acceptance would affect unfairly the competitive position of others bidders presenting responsive bids. Request for clarification and response thereto shall be in writing/email. No change in Price or substance of the tender shall be sought, offered or permitted nor is the Bidder permitted to withdraw the tender before the expiry of the validity period of the tenders in the process of clarifications.

**3.12.7** If a Technical Bid is not substantially responsive, it will be rejected, and may not subsequently be made responsive by correction or withdrawal of the non-conforming deviation or reservation.

### **3.13 AWARD OF TENDER**

#### **3.13.1 AWARD CRITERIA**

The award of contract shall be determined by:

(a) eligibility of bidder

(b) meeting qualification criteria .

(c) The Concessioneing Authority shall scrutinize and evaluate all valid proposals. 1 (one) point will be awarded for each audit assignment of companies with annual turnover exceeding ₹25 crore. The 5 firms scoring the highest points will be selected and included in the draft Panel of Chartered Accountants

#### **3.13.2 RIGHT TO ACCEPT ANY BID AND TO REJECT ANY OR ALL**

Notwithstanding, the Concessioneing Authority (MPA) reserves the right to accept or reject any bid and to cancel the bidding process and reject all bids, at any time prior to the award of contract, without thereby incurring any liability to the affected bidder or bidders of the grounds for Concessioneing Authority (MPA) action.

### **3.14 NOTIFICATION OF AWARD**

The notification of award will constitute the formation of the tender.

### **3.15 FRAUDULENT PRACTICES**

The bidder shall not be eligible to participate where it has been determined to have engaged in corrupt or fraudulent practices and or found that bidder has submitted false / forged documents. In this regard, decision of MPA will be final.

**3.15.1** The Employer requires that Bidders/Suppliers/Contractors under this contract, observe the highest standard of ethics during the procurement and execution of this contract. In pursuance of this policy, the Employer

**3.15.2** defines, for the purpose of these provisions, the terms set forth below as follows:

**3.15.3** i) "corrupt practice" means the offering, giving, receiving or soliciting of anything of value to influence the action of a public official in the procurement process or in contract execution; and

**3.15.4** ii). "fraudulent practice" means a misrepresentation of facts in order to influence a procurement process or the execution of a contract to the detriment of the Employer, and includes collusive practice among Bidders (prior to or after bid submission) designed to establish bid prices at artificial non-competitive levels and to deprive the Employer of the benefits of free and open competition.

**3.15.5** will reject a proposal for award of work if he determines that the Bidder recommended for award has engaged in corrupt or fraudulent practices in competing for the contract in question.

**3.15.6** will declare a Bidder ineligible, either indefinitely or for a stated period of time, to be awarded a contract/contracts if he at any time determines that the Bidder has engaged in corrupt or fraudulent practices in competing for, or in executing, the contract.

### **3.16 COMMENCEMENT OF SERVICES**

The tenderer is required to commence the services by deploying Manpower at site within stipulated time frame (15days) from the date of receipt of email containing the Work Order.

### **3.17 CONTENT OF TENDER DOCUMENTS:**

The Bidder is expected to examine MORMUGAO PORT AUTHORITY (MPA) tender terms & conditions, including all instructions, forms for the required details, failure to furnish all information as per the tender documents shall lead to rejections of tender and no correspondence on this subject shall be entertained by MPA.

### **3.18 LANGUAGE OF TENDER**

The Tender submitted by the Bidder and all correspondence and documents relating to the Tender exchanged by the Bidder and the MPA shall be written in the English language. Any printed literature, other than English language, shall be accompanied by an English translation, in which case, for purpose of interpretation of the tender, the English translation shall govern.

### **3.19 MODIFICATION, SUBSTITUTION AND WITHDRAWAL OF PROPOSAL:**

No offer shall be modified, substituted or withdrawn by the Bidder after the closing time on due date. Withdrawal of a proposal during the interval between closing time on proposed due date and expiry of the proposal validity period would result in disqualification of the bidder Tender Document.

### **3.20 TENDERED CURRENCIES**

All payments shall be made in Indian Rupees.

### **3.21 GOVERNING OF TENDER**

Any order resulting from this tender enquiry, shall be governed by the all Terms & Conditions of the Tender, and the Bidder quoting against this enquiry, shall be deemed to have read and understood the same and are binding on the Bidder.

### **3.22 COUNTER OFFER**

Where counter terms & conditions are offered by the Bidder, the Bidder shall not be governed by those, unless, specific acceptance of the same is conveyed in writing in the order or otherwise by MPA.

### **3.23 COMPLIANCE OF COMMERCIAL TERMS:**

The Bidder should upload undertaking in the prescribed format (Annexure II) endorsing therein that the Scope of Work has been understood and accepted and the bidder shall meet all the Commercial Terms and Conditions, failing which, it shall be presumed the Firm shall meet all the Terms and Conditions as specified in the Tender and would carry out the work as per the Scope of Work.

### **3.24 SIGNING OF TENDER DOCUMENTS:**

**3.24.1** The Bidder shall submit online scanned copy of the Tender Document duly filled in, complete in all requests, signed and sealed on all pages by an authorized signatory of the firm.

**3.24.2** A Power of Attorney, duly authorized by competent Authority indicating, the person(s) signing the tender, who have the authority to sign the Tender and thus the Tender is binding upon the Bidder.

## **4.0 INTRODUCTION AND BACKGROUND**

The Mormugao Port Authority (MPA) has entered into a Concession Agreement dated 14th December 2023 with Delta Ports Mormugao Terminal Private Limited a Special Purpose Company (the “Concessionaire”) for the Operation and Maintenance of Berth No. 10 and 11 on Public Private Partnership (PPP) basis at Mormugao Port. The concession was awarded on 10th December 2024 for a period of 30 years, commencing from the Commercial Operations Date (COD) on 4th April 2025.

Under the terms of the Concession Agreement, the Concessionaire is required to comply with various financial, operational, and performance obligations, including payment of licence fees, royalty, submission of certified accounts, maintenance of performance guarantees, and adherence to the Minimum Annual Guaranteed Cargo (MAGC) commitments.

In line with Concession Agreement, invites proposals from reputed firms of Chartered Accountants for empanelment for the purpose of forming a mutually agreed Panel of Chartered Accountants to ensure effective financial oversight and contract compliance

We hereby invite applications from experienced and qualified Chartered Accountant firms, preferably having relevant experience in port sector audits, PPP projects, or infrastructure concession monitoring. Interested firms are requested to submit their credentials, experience details, and other relevant documents in the prescribed format for empanelment consideration.

## **4.1 OBJECTIVE OF EMPANELMENT**

To assist in fulfilling the above responsibilities, MPA intends to empanel reputed Chartered Accountant firms having proven expertise in infrastructure projects, public-private partnerships (PPP), port operations, or government audits, who may be engaged on an as-needed basis.

## **5.0 MINIMUM ELIGIBILITY CRITERIA & SCOPE OF WORK**

### **5.1 ELIGIBILITY OF STATUTORY AUDITOR TO BE DEPLOYED ON SITE**

#### **I) TECHNICAL CRITERIA**

1. The firm must have conducted statutory audit of the annual accounts of at least 100 companies registered under the Companies Act, 2013, of which at least 10 must be Public Sector Undertakings (PSUs).
2. Year-wise list of companies (with turnover above ₹25 crore) audited in the last 5 financial years.
3. The firm should have at least 5 (five) practicing Chartered Accountants, each having a minimum of 10 years of professional experience.
4. The firm or any of its partners must not be blacklisted or disqualified by the Comptroller and Auditor General (CAG) of India or by the Concessioneing Authority.
5. The firm must have an office located in the State of Goa or an adjacent States, with at least 2 (two) practicing Chartered Accountants on its rolls at that location.

#### **II) FINANCIAL CRITERIA**

1. The financial criteria shall be decided by the competent authority at the time of appointment of the successful bidder.

### **5.2 SCOPE OF WORK**

The Statutory Auditor appointed for the SPV shall carry out the audit strictly in accordance with the provisions of the applicable statutes, rules, and regulations governing statutory audit. No separate scope of work is being prescribed, and the auditor shall discharge their duties and responsibilities as mandated under the relevant statutory framework.

## **6.0 COMMERCIAL TERMS & CONDITIONS**

### **6.1 MANPOWER REQUIREMENT:**

The minimum manpower to be deployed at site as per the need of the audit assignment.

### **6.2 SERVICE PERIOD REQUIREMENT**

The bidder is required to provide uninterrupted on-site Audit Services by deployment requisite Manpower for a period of 5 years.

### **6.3 TERMS OF PAYMENT**

All fees and expenses of the statutory Auditors shall be borne by the Concessionaire upon submission of report and covering the scope of audit and discharge their duties and responsibilities as mandated under the relevant statutory framework.

### **6.4 GATE PASS:**

The necessary Gate entry permits/passes will be issued on request.

### **6.5 INDIVIDUALITY OF CONTRACT**

6.5.1 The order resulting from the Tender shall be treated as an individual contract, and it shall not create any general lien to the Bidder, and shall not get prejudiced in execution due to any situation arising out of some other contract that the Bidder may have with MPA.

6.5.2 Bidder shall not further Sub-Contract this order or part thereof to any other party/firm without prior approval of MPA.

### **6.6 ORDER ACKNOWLEDGEMENT**

In the event of order acknowledgement, an acceptance of the order including all terms and conditions is to be submitted by the Bidder.

### **6.7 DISPUTE RESOLUTION**

In the event of there being any difference between the findings of the Additional Auditors or the Concurrent Auditors, as the case may be, and the certification provided by the Statutory Auditors, such Auditors shall meet to resolve the differences and if they are unable to resolve the same, such dispute shall be resolved by the Concessioneing Authority by recourse to the dispute resolution procedure as described in Article 19 of the Concession Agreement

### **6.8 TERMINATION OF WORK ORDER/CONTRACT**

In the event of failure on the part of the Bidder to commence the services within stipulated time frame (15days) from the date of award of Work Order or if the services provided are found to be poor, the Concessionaire may terminate the appointment of its Statutory Auditors after a notice of 45 days to the Concessioneing Authority, subject to the replacement Statutory Auditors being appointed from the Panel of Chartered Accountants.

**6.9 RESTRAINING PUBLICITY OF OFFICIAL SECRETS, DRAWINGS, PHOTOS**

The contract involves obligation of secrecy and the commission by the Bidder, his agents, sub-contractor or his agents, workmen of any offence under the Indian Official Secrets Act, 1923 or any statutory modifications or re-enactmentsthereof will apart being a criminal offence constitute a breach of contract.

**6.10 JURISDICTION**

In the event of any dispute, the same shall be subject to the jurisdiction of the “Courts in Goa”.

(I/We hereby agree to the Terms and Conditions)

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**Signature and Seal of the Bidder**

## ANNEXURE – I

### LIST OF DOCUMENTS TO BE ATTACHED AND UNDERTAKING FROM TENDERER

Sr. No.	Description of Documents	Compliance Yes/No	Document Attached
1	A covering letter expressing interest for empanelment.		
2	Detailed statement of capability, including: - Year-wise list of companies (with turnover above ₹25 crore) audited in the last 5 financial years. - Biodata of all practicing Chartered Accountants on its rolls. - Details of statutory audits carried out (with supporting proof such as engagement letters or completion certificates).		
3	Proof of office location and staffing in the required state(s).		
4	A self-declaration regarding non blacklisting /disqualification.		
5	Complete Tender Document duly filled in, complete in all respects, signed and sealed on all pages by an authorized signatory.		
6	Copy of valid registration certificate with ICAI.		
7	Undertaking as per Annexure II, III & IV		
8	Copy of PAN Card duly signed.		
9	Copy of the GST Registration Certificate duly signed.		

Supporting documents submitted by the tenderers should be certified true copies or photocopies duly signed by authorized person of the firm, with tendering firm's seal. Tenderer shall submit the information in a tabulated format along with the supporting documents for each. Submitted documents should be clear, readable, and complete with page numbers, indicating total number of pages attached to each document. MPA has a right to verify/cause verification of authenticity of the said documents whenever felt necessary.

#### NOTE:

- i) Tenderers have to confirm having submitted all the applicable Certificates/Documents, as asked above at Sr. No. (1) to (9).
- ii) All the points from above are to be read and interpreted in reference to the eligibility as specified in Minimum Eligibility Criteria.

I/We hereby declare that I/We have read the all tender terms & conditions and confirmed that I/We understood the same. All terms & conditions are acceptable to us.

.....  
**(Signature of the Tenderer)**

Full Name & Address of the Company/Professional.

**Seal of the Company.**

Strike out whichever is not applicable.



**UNDERTAKING**

**I/We have read and understood the scope of work; we confirm that the Commercial Terms & Conditions are acceptable to us.**

\_\_\_\_\_

**(Signature of the Bidder)**

**Full Name & Address of the Company/Professional:**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Seal of the Company**

*Strike out whichever is not applicable.*

**ANNEXURE - III**

(Name of the Bidder Firm)

**AFFIDAVIT**

(NOTE: This affidavit should be on a non-judicial stamp paper of Rs.10/- and shall be attested by Magistrate/ Sub-Judge/Notary Public)

I, ..... (Name of the Authorised Representative of the Bidder/Bidder) son/daughter of ..... resident of ..... (full address), aforesaid solemnly affirm and state as under:

1. I hereby certify that all the information and documents furnished with the bid submitted online in response to Notice Inviting Online **FA/IA/80-E /2025/00271 dt.10/10/2025** issued by Mormugao Port Authority for are true and correct.

2. I hereby certify that I have been authorised by .....(Bidder) to sign on its behalf, the bid mentioned in paragraph 1 above.

Deponent

Place: .....

Date: .....

**DETAILS TO BE SUBMITTED BY THE BIDDERS FOR E.F.T. PAYMENT****A. VENDOR DETAILS**

1	Name of the Organization	
2	Address (in detail)	
3	Telephone No.	
4	E-mail ID	
5	PAN No.	
6	Tax Identification No. ( <b>TIN</b> )	
7	GST Registration No.	
8	Employee Provident Fund ( <b>EPF</b> ) Registration No.	
9	Employee State Insurance Scheme ( <b>ESIS</b> )Registration No.	

**B. BANK DETAILS OF BIDDER**

1	Bank Name	
2	Bank Branch Address (in detail)	
3	Bank Branch code	
4	Bank Account No.	
5	Bank Account Type	
6	Magnetic Ink Character Recognizer ( <b>MICR</b> ).	
7	IFSC Code.	

**SIGNATURE OF BIDDER**

## PROFORMA FOR GST DETAILS

Sr. No.	Particular	Mormugao Port Authority	Data Required
1	Customer Name as per GST Registration Certificate	Mormugao Port Authority	
2	Full Postal Address	Administrative Building, Headland Sada.	
3	City	Goa	
4	Pin code	403 804	
5	PAN	AAALM0293P	
6	Type of Person	Local Authority	Company/Firm/Individual/Trust/LLP/AOP
7	Resident/Non Resident as per Income Tax Act	Resident	
8	ARN No.	AA30617001663N	
9	Provisional ID	30AAALM0293P1ZY	
10	GST No.	30AAALM0293P1ZY	
11	PPOB (Principal Place of Business) or APOB (Additional Place of Business)	PPOB	
12	Reason for Non Registration (Turnover Limit / Non Taxable Supply / Other Reason)	NA (Registered Under GST)	
13	Type of Customer (Manufacturer/Trader/Importer/Depot/Service Provider/Works Contractor/Principal/Consumer)	Service Provider	
14	Whether Falling under SEZ unit or Developer?(Yes or No)	No.	
15	Whether B2B or B2c (B= Business & C= Customer)	B2B	
16	Whether Opted for Composition Levy	No.	

	Scheme? (Yes or No)		
17	Whether falling under casual taxable person as per Section 2(20) of CGST Act, 2017 (yes or No)	No.	
18	Whether falling under Non Resident taxable person as per section 2(77) of CGST Act, 2017 ? (Yes or No)	No.	
21	GST Registration No.	30AAALM0293P1ZY	

I. Mr./Mrs. \_\_\_\_\_ (Proprietor/Partner/Director) of M/s do certify that the information given above is complete and correct.

\_\_\_\_\_

Place:

Signature

Date:

(Name: \_\_\_\_\_ )

