



INDIAN RED CROSS SOCIETY (NHQ)  
1-Red Cross Road, New Delhi-110001

Indian Red Cross Society, National Headquarters, invites applications from the Chartered Accountants Firms to perform Statutory Audit of Indian Red Cross Society, National Headquarters. The firms should be empanelled with Comptroller & Auditor General of India for at least 3 years. The detailed scope of work, term and conditions, eligibility can be downloaded from website [www.indianredcross.org](http://www.indianredcross.org). Applications alongwith the quotation indicating fees in sealed cover for, IRCS complete in all respects superscribed "APPLICATION FOR STATUTORY AUDITOR" addressed to Secretary General, Indian Red Cross Society, National Headquarters, 1-Red Cross Road, New Delhi-110001 must reach on /or before dated 10.6.2024.

## **SCOPE OF WORK & ELIGIBILITY CONDITIONS**

### **SCOPE OF WORK**

1. The Indian Red Cross Society is a Statutory Organization having its National Headquarters at 1-Red Cross Road, New Delhi - 110001

The Society maintains the following funds' accounts, is having 05 Current Bank & 10 Savings Bank Accounts and one PFMS A/c

- a. Indian Red Cross Society (IRCS) - Main Fund
- b. IRCS - Medical After Care Fund
- c. IRCS - Lady Chelmsford All India Maternity & Child Welfare Fund
- d. IRCS - Disaster Relief Fund
- e. IRCS - Foreign Exchange Fund
- f. IRCS - Blood Bank Fund
- g. IRCS - Staff Provident Fund
- h. IRCS - Employees Gratuity Fund
- i. IRCS - Victoria Memorial Scholarship Fund
- j. IRCS - Thalassemia Fund

### **ELIGIBILITY CONDITIONS :**

- a. The firm of Chartered Accountants' competing must be empaneled with CAG for at least last three years.
- b. The Chartered Accountant firm must have experience of Statutory Audit of Govt/PSUs/ Statutory/Autonomous Bodies.
- c. The CA Firm should be based in Delhi.
- d. The firm should not be subjected to any ongoing adjudicating proceeding against any of the partner or the Firm initiated by ICAI or NFRA or Stock SEBI.
- e. Audit report & observations on the accounts shall be presented by the auditors to the Management before finalization of audit.

The final decision on the selection of the CA firm will be taken by the Society. The decision taken on the selection shall be final and binding on all bidders.

### **Guidelines for Submitting the Proposals:**

CA firms are required to submit the proposal as per the guidelines and

formats detailed out in the following paras:

- i. Bids for IRCS shall be presented in a sealed envelope superscribed "FINANCIAL PROPOSAL FOR STATUTORY AUDIT OF IRCS ACCOUNTS."
- ii. All bidders must comply with the General Conditions and format for financial proposal.
- iii. Each page, form, annexure and appendices of the financial proposal/bid must be signed by the authorised signatory of the firm.
- iv. All blank spaces in the bid must be filled in completely where indicated, either typed or written in ink.
- v. Firm shall have to depute appropriate no. of audit staff/team for timely completion and submission of Audit Report
- vi. Quality of audit may not be compromised under any circumstances.
- vii. Each team deputed shall have to be headed by a qualified chartered accountant.
- viii. Bids/Proposal will follow standard financial bid format.