

UNIVERSITY OF MUMBAI



PRE-BID MEETING OF ONLINE E-TENDER/REQUEST FOR PROPOSAL (RFP) FOR APPOINTMENT OF C.A. FIRM FOR RECONCILIATION OF VARIOUS FEES DUE FROM THE AFFILIATED COLLEGES/INSTITUTES OF THE UNIVERSITY OF MUMBAI FOR THE PERIOD FORM 1ST APRIL, 1995 TO 31ST MARCH, 2016

(Tender No. 257)

The University of Mumbai has floated E-Tender No.FAO/ICD/2016-17/446 dated : 16.06.2016 online for Appointment of CA Firm for reconciliation of various Fees Due from the Affiliated Colleges/Institutes of the University of Mumbai for the period from 1st April, 1995 to 31st March, 2016. In regard to this E-Tender, Pre-bid Meeting was held on 21.06.2016 at 11.30 a.m. in the office of Registrar, University of Mumbai, Fort, Mumbai – 400 032.

The following University officers have attended the meeting and briefed to the prospective bidders.

1. Dr. M. A. Khan, Registrar
2. Shri. A. A. Phalnikar, Finance & Accounts Officer
3. The representatives of Chartered Accounts firms.

The list of prospective bidders who have attended the meeting has been attached.

The prospective of bidders have raised some queries and suggested some modifications in the tender document. The administration of university has given thought to the suggestions/Queries and decided to modify the pre-qualification criteria and other conditions as follows:

Sr. No.	Page No. & Para/ Sr.No. in Tender Document	Original Criteria/Conditions in the Original Tender Document	Modified Criteria/ Conditions in the Tender Document
1.	Page No.1 & Page No.2	Name of Tender : - University of Mumbai invites Online-Tender/Request for proposal (RFP) for Appointment of CA Firm for reconciliation of various Fees Due from the Affiliated Colleges/Institutes of the University of Mumbai for the period form 1 st April, 1995 to 31 st March, 2016.	Name of Tender : - University of Mumbai invites Online-Tender/Request for proposal (RFP) for Appointment of CA Firm for reconciliation of various Fees Due from the Affiliated Colleges/Institutes of the University of Mumbai for the period form <u>1st April, 1985</u> to 31 st March, 2016. (Period of work is increased by 10 years)
2.	Page No. 2 /Sr. No. 1	1. UNIVERSITY OF MUMBAI, INVITES ONLINE TENDERS FOR of Online eTender/Request For Proposal (RFP) for Appointment of CA Firm for reconciliation of various Fees Due from the Affiliated Colleges/ Institutes of the University of Mumbai for the period Form 1 st April, 1995 to 31 st March, 2016 as per Terms & Conditions. Detailed terms and conditions and schedule of the services are provided in the tender documents.	1. UNIVERSITY OF MUMBAI, INVITES ONLINE TENDERS FOR of Online eTender/Request For Proposal (RFP) for Appointment of CA Firm for reconciliation of various Fees Due from the Affiliated Colleges/ Institutes of the University of Mumbai for the period Form <u>1st April, 1985</u> to 31 st March, 2016 as per Terms & Conditions. Detailed terms and conditions and schedule of the services are provided in the tender documents.

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3.	Page No. 4/ Para No. 4	<p>I) Preamble: The Registrar, University Of Mumbai, Mumbai invites Request For Proposal (RFP) by virtue of e-tendering process at https://dhe.maharashtra.etenders.in for Appointment reputed of CA Firm for reconciliation of various Fees Due from the Affiliated Colleges/ Institutes of the University of Mumbai for the period Form 1st April, 1995 to 31st March, 2016.</p>	<p>I) Preamble: The Registrar, University Of Mumbai, Mumbai invites Request For Proposal (RFP) by virtue of e-tendering process at https://dhe.maharashtra.etenders.in for Appointment reputed of CA Firm for reconciliation of various Fees Due from the Affiliated Colleges/ Institutes of the University of Mumbai for the period Form <u>1st April, 1985</u> to 31st March, 2016.</p>
4.	Page No. 4/	<p>II) SCOPE OF RECONCILIATION OF THE VARIOUS FEES DUES RECEIVED & RECIVABLES</p> <ul style="list-style-type: none"> • Verification of status of affiliation fees due, received and receivable from affiliated colleges/Institutes of the UNIVERSITY OF MUMBAI. 1. Affiliation fees which includes permanent affiliate, Extension affiliation, continuations of affiliations fees dues received and receivable from F. Y. 1995-1996 to 2015-16. 	<p>II) SCOPE OF RECONCILIATION OF THE VARIOUS FEES DUES RECEIVED & RECIVABLES</p> <ul style="list-style-type: none"> • Verification of status of affiliation fees due, received and receivable from affiliated colleges/Institutes of the UNIVERSITY OF MUMBAI. 1. Affiliation fees which includes permanent affiliate, Extension affiliation, continuations of affiliations fees dues received and receivable from <u>F. Y. 1985-1986 to 2015-16.</u>
5.	Page No. 5	<p>III) QUALIFYING REQUIREMENTS</p> <p>2. The CA Firm should have at least three 3 Partners having supporting staff of 10 (Copy of Self-Attested relevant documents from ICAI is required to be submitted)</p> <p align="center">OR</p> <p>The CA Firm having two (2) partners with at least one FCA Partner plus at least one (1) employee as qualified CA and qualified staff of 10 peoples as on the date of REQUEST FOR PROPOSAL (RFP) DOCUMENT submission. (Copy of self-attested relevant documents from ICAI is required to be submitted)</p>	<p>III) QUALIFYING REQUIREMENTS</p> <p>2. The CA Firm should have at least three 3 Partners having supporting staff of 10 (Copy of Self-Attested relevant documents)</p> <p align="center">OR</p> <p>The CA Firm being proprietary concern, the proprietor should be FCA plus at least one employee as qualified CA and Graduates Staff /article trainees staff of 10 person as on the date of REQUEST FOR PROPOSAL (RFP) DOCUMENT submission. (Copy of self-attested relevant documents)</p>
6.	Page No. 5	<p>III) QUALIFYING REQUIREMENTS</p> <p>3. The minimum annual turn-over of the interested CA Firm for FY 2013-14, 2014-15, 2015-16 minimum Rs.50.00 Lacs Note: - for Annual Turnover, the copies of audited financial statement along with Income Tax Return acknowledgements shall be submitted. For no. of Minimum Employees, copy of self-attested relevant documents shall be submitted</p>	<p>III) QUALIFYING REQUIREMENTS</p> <p>3. The minimum annual turn-over of the interested CA Firm for FY 2013-14, 2014-15, 2015-16 minimum <u>Rs.50.00 Lacs every year.</u> Note: - for Annual Turnover, the copies of audited financial statement along with Income Tax Return acknowledgements shall be submitted. For no. of Minimum Employees, copy of self-attested relevant documents shall be submitted</p>

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7.	Page No. 5	<p>III) QUALIFYING REQUIREMENTS</p> <p>4. The CA Firm should have conducted audits of the Educational Institute/University having Annual turnover of Rs.50 Crores during last four financial years. Note:- The annual turn-over for each of the Educational Institutions/University shall be as per their Audited Financial Statements for any financial year beginning from 2011-12 to 2014-15. The copies of self attested appointment letters from above organizations shall be enclosed.</p>	<p>III) QUALIFYING REQUIREMENTS</p> <p>4. The CA Firm should have conducted audits/<u>Accounting</u> of the Educational Institute/University/<u>Statutory Education/ Examination Board</u> having Annual turnover of Rs.50 Crores during last four financial years. <u>Every year at least One Institute/University/ Statutory Board should have Rs.50.00 crores turnover.</u> Note:- The annual turn-over for each of the Educational Institutions/University shall be as per their Audited Financial Statements for any financial year beginning from 2011-12 to 2014-15. The copies of self attested appointment letters from above organizations shall be enclosed.</p>																																																								
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13.	Page No. 8	<p align="center">Annexure 1 (Executive Magistrate/Notary Public.)</p> <p align="center">AFFIDAVIT</p> <p>I, _____ (Name of Contractor/Authorized person), Aged about _____ years, residing at _____ (Postal Address) do hereby swear this affidavit that, I am the proprietor/Partner of _____ (Name of company/firm) Registered at _____.</p> <p>I do hereby swear that, the documents submitted in envelope No. 1 of the tender document for the work of _____ are true, correct and complete. I am not blacklisted in any organization. In case the contents of envelope No.1 and other document pertaining to the tender submitted by me are found to be incorrect or false, I shall be liable for action under the relevant provision of Indian Penal Code and other relevant laws.</p> <p align="right">Signature of Authorized person Applicant/Contractor Name _____ Address _____ E-mail _____ Mobile No. _____</p>	<p align="center">Annexure 1 (Executive Magistrate/Notary Public.)</p> <p align="center">AFFIDAVIT</p> <p>I, _____ (Name of Contractor/Authorized person), Aged about _____ years, residing at _____ (Postal Address) do hereby swear this affidavit that, I am the proprietor/Partner of _____ (Name of company/firm) Registered at _____.</p> <p>I do hereby swear that, the documents submitted in envelope No. 1 of the tender document for the work of _____ are true, correct and complete. I am not blacklisted in any organization. In case the contents of envelope No.1 and other document pertaining to the tender submitted by me are found to be incorrect or false, I shall be liable for action under the relevant provision of Indian Penal Code and other relevant laws.</p> <p align="right">Signature of Authorized person Applicant/<u>Bidder</u> Name _____ Address _____ E-mail _____ Mobile No. _____</p>				

UNIVERSITY OF MUMBAI



14.	Page No. 9	<p style="text-align: center;">Annexure 2</p> <p style="text-align: center;"><u>DECLARATION OF THE CONTRACTOR</u></p> <p>I/We hereby declare that I/we have made myself/ourselves thoroughly conversant with the local conditions regarding all materials and labour on which I/we have based my/our rates for this tender. The specifications, and lead of materials on this work have been carefully studied and understood by me/us before submitting this tender. I/we undertake to use only the best materials approved by the UNIVERSITY OF MUMBAI or his duly authorized representative before starting the work and to abide by his decision.</p> <p>I/We hereby undertake to pay the labourers engaged on the work as per minimum wages Act 1948 applicable to the Zone concerned.</p> <p style="text-align: center;">Signature of Contractor</p>	<p style="text-align: center;">Annexure 2</p> <p style="text-align: center;"><u>DECLARATION OF THE BIDDER</u></p> <p style="text-align: center;"><u>I/We hereby declare that I/we have made myself/ourselves thoroughly conversant with the local conditions regarding our time devotion & incidental costs on which I/we have based my/our fees for this tender. The scope of work has been carefully studied and understood by me/us before submitting this bid. I/we undertake to offer/provide the best services to the UNIVERSITY OF MUMBAI.</u></p> <p style="text-align: center;">Signature of Bidder</p>
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These minutes of the meeting will be published on Government/University Web Site.

The meeting ended with vote of thanks to all the present University Officers and prospective tenderers.

Dr. M. A. Khan,
Registrar

Shri. A. A. Phalnikar,
Finance & Accounts Officer

UNIVERSITY OF MUMBAI



Prebid meeting of RFA regarding fee collection/
recalculation on 21st June 2016 @ 11:30pm

Sr.No.	Name & Designation	Sign	mobile/email
1)	Dr. M.A. Khan. Registrar	<i>[Signature]</i>	
2)	A.A. Phalnikar F.A.O.	<i>[Signature]</i>	9821212325
3)	CA PRAKASH PAGE	<i>[Signature]</i>	9821212325 prakash_page@yahoo.com
4)	CA. Chitkala Kulkarni	<i>[Signature]</i>	98213 23092 kulkarnichitkala@gmail.com
5)	CA. ANKUSH GOYAL BORKAR & MOZUMDAR CHARTERED ACCOUNTANTS	<i>[Signature]</i>	9699177262 ankush@bmcra.com
6)	CA ABHAY V. AROOLKAR aroolkarca@gmail.com	<i>[Signature]</i>	9820559231
7)	CA Santosh Wankhade	<i>[Signature]</i>	9833776653 partner.mca@gmail.com
8)	CA. Harish. Puohit. (Korandkar & Co) abhay@avankar.com.	<i>[Signature]</i>	9773368134
9)	CA Neha Gadbole (ANAR & Co)	<i>[Signature]</i>	9819824270 nehag.nga@gmail.com nehag-np@gmail.com
10.	CA.M. S.JADHAV	<i>[Signature]</i>	9822017818 21706116

ca-jadhavms@yahoo.com