

Notice Inviting Expression of Interest for engagement of Chartered Accountant Firms for Internal Audit of Indian Institute of Insolvency Professionals of ICAI(IIPI)

The Indian Institute of Insolvency professionals of ICAI 'IIPI', a wholly owned subsidiary of the Institute of Chartered Accountants of India 'ICAI', is a section 8 Company promoted by ICAI to enroll and regulate insolvency professionals as its members in accordance with the Insolvency and Bankruptcy code 2016 and read with regulations.

IIPI is the largest IPA with nearly two-third of members in India, has attracted members from a diverse stream including Chartered Accountant, Company Secretary, Cost Accountant, Advocates and Management Professionals.

Registered Office of IIPI is situated at ICAI Bhawan, Indraprastha Marg, New Delhi and corporate office is situated at ICAI Bhawan, Sector 62,Noida (U.P.)

IIPI invites applications from eligible Chartered Accountant firms for engagement as Internal Auditor for its office for the financial year 2023-24.

A. Eligibility Criteria:

1. Basic Criteria:

- Firm with a minimum of 5 partners of which at least 2 partners should be FCAs.
- Firm's standing should be of at least 10 years.
- The firm should have minimum Statutory Audit experience of 5 years in public sector undertakings / banks branches.
- At least two partners should have a continued association of 5 years or more with the firm.
- Head Office of firm should be located at the Delhi/NCR.

2. ***Disqualifications:*** The Chartered Accountants Firm shall not be eligible to apply if:

- The partners of the firm is / has been a member of Central Council/ Regional Council / Branch Managing Committee of ICAI/director of IIPI during the current year and immediate past four years.
- The partners of the firm is a member /co-opted member / special invitee of any committees of ICAI/IIPI constituted at Central / Regional / Branch level.
- The firm or any of its partners has any pecuniary or other interest in the ICAI/IIPI such as faculty, examiner, observer, technical reviewer etc.

- The firm or any of its partner is an insolvency professional (IP) member of IIIPI on the date of application and/or during the period of engagement as internal auditor.
- The Chartered Accountants Firm or any of its partners have been declared guilty of any professional and/or other misconduct under the provisions of the Chartered Accountants Act, 1949 during the current year and / or immediate past five years.
- The audit firm have association or is associated with any foreign audit firms.

Declaration:

The Applicant while expressing their interest shall be required to submit a declaration that they do not suffer from any of the above disqualifications and the details furnished in this regard are true and correct. Any incorrect information will lead to rejection of the application.

B. Scope of Work:

The auditor shall review the existence and effectiveness of control system(s) and report on the adequacy of those controls, as well as deficiencies, if any. The primary focus shall be on propriety aspect in addition to authorization, internal control, reconciliation, recording, safeguarding, and valuation aspects.

The key objective of the internal audit is to ensure the following at IIIPI:

- orderly and efficient conduct of IIIPI's working,
- the transactions and decisions taken by the authorized persons reflect the highest sense of propriety and governance,
- adherence to IIIPI's policies,
- the safeguarding of its assets,
- the prevention and detection of frauds and errors,
- the accuracy and completeness of the accounting records and statutory compliances,
- the timely preparation of reliable financial information.

Detailed scope of audit shall be shared at the time of engagement.

The audit report shall be submitted on a half yearly basis within one month from the close of the respective period.

- C. Audit Fee:*** The payment for the said assignment shall be Rs 50,000/- plus applicable taxes per annum. The fees shall be inclusive of out of pocket expenses. No TA/ DA or out of pocket expenses shall be paid. However, the fees shall be exclusive of GST and shall be paid on submission of final audit report.

D. Selection Criteria: The applicant shall be shortlisted based on below point based system:

| S. No. | Criteria | Points |
|--------|--|--|
| 1. | Status of Peer Review | 5 points, if firm is holding valid Peer Review Certificate. |
| 2. | Points for full time CA partners (Only up to 20 full time CA partners in terms of their seniority as per their association with the firm/LLP) | |
| 2(a) | Full time FCA Partners | 5 points each |
| 2(b) | Full time ACA Partners | 3 points each |
| 2(c) | Points for association of full time CA partners with the same firm/LLP (considered with reference to the Formation Date or actual joining date of CA partner whichever is later) | <p>3 points for each full time CA partner above 15 years.</p> <p>2 points for each full time CA partner above 10 years and upto 15 years.</p> <p>1 point for each full time CA partner above 5 Years and upto 10 Years</p> |
| 3. | Points for full time CA Employees (Only 20 full time CA employees will be awarded points) | One point each for 5 full time CA employees and half point each for remaining 15 full time CA Employees |
| 4. | Year of establishment | 1 point for every calendar year - Maximum 15. |

E. Other Terms & Conditions:

- Interested Applicants which meet the pre-qualification criteria may furnish their Expression of Interest at the following link:
<https://forms.office.com/r/tYMbX0C1nQ>
- There shall be no fee for the application.
- The application for the said assignment shall be accepted only through the above link and should be submitted latest by 20th Dec 2023 up to 1800 hours.
- Queries, if any, in this regard may be sent to cfo.iiipi@icai.in Any communication other than email will not be entertained. The last date for receipt of queries regarding submission of expression of interest is 18th Dec Oct 2023 up to 1800 hours.

5. Expression of Interest shall remain valid for 90 days from the date of submission.
6. Any amendment / corrigendum / clarification to the EOI will be posted on the website of the Indian Institute of Insolvency Professionals of ICAI, i.e. www.iiipicai.in
7. The IIIPI shall not be liable for non-receipt/late receipt of any of the applications for this Expression of Interest.
8. The IIIPI reserves the right to reject any of the applications or whole process without assigning any reason at any time and may call for any other details or additional information from any of the applicants/members at its own discretion. Non submission of details sought for will render the firm ineligible for the assignment. In this regard, the decision of IIIPI shall be final and binding on all the applicants.
9. The decision of the IIIPI shall be final as regard to selection of the firm out of the applications so received.
10. Incomplete applications shall be summarily rejected.
11. Audit shall be conducted by appointed firm only and shall not be allowed to sublet the audit assignment.
12. The auditor shall maintain confidentiality of information obtained during the course of audit.
13. The engagement of the auditor shall commence w.e.f financial year 2023-24 and shall terminate on acceptance of the Internal Audit Report for the half year ended 31st March 2024, by IIIPI .The period of engagement can be extended for a total period of 3 years as per the mutual consent .However decision of IIIPI in this regard will final and binding on both parties. IIIPI may also terminate the engagement of the auditor, at any time, without assigning any reason. In such cases, the firm shall not be eligible for any remuneration.
14. In case of any dispute or difference arising out of or in connection with any of the term and condition of this Notice / Engagement Letter issued to the selected Auditor, in the first instance, the parties shall try to resolve the issue by mutual consultation, failing which the same shall be referred to the sole arbitrator to be appointed mutually by the parties. The Arbitration and Conciliation Act, 1996 and any statutory modification or re-enactment thereof, shall apply to these arbitration proceedings. Arbitration proceedings shall be held at Delhi and the language of the arbitration proceeding shall be in English. The arbitral award shall be final and binding upon both the parties. All arbitral awards shall be in writing and shall state the reasons therefor. The cost of arbitration shall be borne by both the parties equally.

Subject to the arbitration clause as mentioned above, the Courts at Delhi/New Delhi shall have the exclusive jurisdiction to try any suit in the matter.