

- (ii) Financial details of the agency can also be submitted from the Statutory Auditor (SA) / Chartered Accountant (CA) (*), on the letterhead of Statutory Auditor (SA) / Chartered Accountant (CA) (*) (as per **Annexure – A to EOI**)

OR

- (iii) Financial details of the agency can also be submitted, on the letterhead of Agency, duly certified by Statutory Auditor (SA) or Chartered Accountant (CA) (*) (as per **Annexure – B to EOI**)

(*) The letter from CA in place of Statutory Auditor is acceptable where audited accounts are not mandatory as per law at the time of preparation of financial statement for a particular financial year. Also CA shall not be an employee/Director and not having any interest in the agency's company/Firm.

The above financial details, as per **Annexure-A to EOI or Annexure-B to EOI**, shall be submitted **without any reservation/qualification remarks**. In case of any reservation/qualification remarks, Complete Audited Financial Statement, as above, shall also be submitted with the proposal.

- 4.2.2 If the above documents are not in English language, then copies of the English translation of the same shall also be furnished duly certified, stamped and signed, as per the convention followed by the concerned authority in the respective country, by Local Chamber of Commerce or Indian Embassy in agency's country or agency's Embassy in India or any translator in India recognized/ authorized by agency's Embassy.

- 4.2.3 Agencies to note that their **Net Worth** as per the **immediate preceding year's** Audited financial statement shall be **positive**.

Net worth calculation: Net-worth means paid up share capital, Share Application Money pending allotment* and reserves# less accumulated losses and deferred expenditure to the extent not written off. Net worth shall be calculated using the following formula:

Reserves to be considered for the purpose of net-worth shall be all reserves created out of the profits and securities premium account but shall not include reserves created out of revaluation of assets, write back of depreciation and amalgamation.

*Share Application Money pending allotment will be considered only in respect of share to be allotted.

Description	Values (in INR)	Reference (Page no., Clause etc.)
Paid up share capital (A)	:	
Add: Share Application Money pending allotment (B)	:	
Add: Reserves (As defined Above) (C)	:	
Less: Accumulated Losses (D)	:	
Less: Deferred Revenue Expenditure to the extent not written off (E)	:	
Net-worth (A+B+C-D-E)	:	

5.0 DOCUMENTS COMPRISING EOI

The EOI requirements are explicitly stated in the EOI Document. Agency must ensure following:

- 5.1 Submission of covering letter for EOI Submission Sheet as per **FORM-1** of Proposal Forms.

- 5.2 Submission of Agency's General Information as per **FORM-2** of Proposal Forms.
- 5.3 Submission of experience details as per FORMAT(s) available in doc. no. **8603-000-03-41-EOI-6838 Rev. B.**
- 5.4 Submission of financial details as per **FORM-4** of Proposal Forms along with all requisite documents such as Annual Report (containing Audited Balance Sheet, Profit & Loss Account statement with all schedules etc.) for the latest Financial year OR Annexure-A to EOI OR Annexure-B to EOI
- 5.5 Questionnaire as per **FORM-5** of Proposal Forms.
- 5.6 Submission of Organization details:
- In case of a proprietorship firm, the name and address of proprietor, and self-declaration.
 - In case Agency is a partnership firm, certified copy of the partnership deed.
 - In case of company (whether private or public), certified copy of the 'Certificate of Incorporation' together with certified Memorandum/ Articles of Association.

6.0 GENERAL

- 6.1 Prospective Agency should not be on Holiday / Negative list of EIL.
- 6.2 Prospective Agency shall not be under liquidation, court receivership or similar proceedings.
- 6.3 The complete EOI Document is available on e-tender website: <https://eprocure.gov.in/eprocure/app>. Agencies are required to submit their EOI through the said e-Procurement/e-tendering system only.
- 6.4 All amendments, time extension, clarifications etc. will be uploaded in the websites only and will not be published in newspapers. All Prospective Agencies should regularly visit the above websites to keep themselves updated. No extension in the EOI submission due date / time shall be considered on account of delay in receipt of any document by mail.
- 6.5 EIL shall not be responsible for any expense incurred by agencies in connection with the preparation & delivery of their proposals, site visit, participating in the discussion and other expenses incurred during the process.
- 6.6 EIL reserves the right to reject any or all 'Expressions of Interest' at their sole discretion without assigning any reason whatsoever.
- 6.7 Clarification, if any, can be obtained from General Manager (SCM) through Telephone – 0124-2891350 / 1341 / 1386, E-mail – sachin.kanesh@eil.co.in / mitesh.patel@eil.co.in / anindya.sinha@eil.co.in

GENERAL MANAGER (SCM)
ENGINEERS INDIA LIMITED, GURUGRAM

**(On Letter head of Statutory Auditor/CA)
FINANCIAL DETAILS**

We, _____ <insert name of Statutory Auditor>, a CA firm having our registered office address _____ <insert full address of Statutory Auditor> and certificate number _____ <Insert certificate number> certify that we are statutory auditor of the Company M/s _____ <Insert name of the Agency>, having its registered office at _____ <insert address of Agency>.

OR

We, _____ <insert name of CA>, a CA firm having our registered office address _____ <insert full address of CA> and certificate number _____ <Insert certificate number> certify that statutory auditor is not mandatory for the company/Firm M/s _____ <Insert name of the Agency>, having its registered office at _____ <insert address of Agency> as per prevailing law and we are practicing Chartered Accountant, not being an employee / Director and not having any interest in the company.

Financial details of the above mentioned Company/Firm are as follows: <Auditor/CA to select either of the following options and strike off the other>.

- a) **Agency is a parent company** (i.e. having its subsidiaries): <Auditor to select either of the following options and strike off the other>.
- i. Financial details are of parent company without the financial data of subsidiaries
 - ii. Financial details are of parent company including the financial data of subsidiaries. It is further certified that separate annual report of Agency, without the financial data of subsidiaries, is not prepared and audited.

OR

- b) **Agency is a subsidiary company:** <Auditor to select either of the following options and strike off the other>.
- i. Financial details are of subsidiary company
 - ii. Financial details are of parent company including the financial data of subsidiaries. It is further certified that separate annual report of Agency (i.e. subsidiary), is not prepared and audited.

OR

- c) **Agency does not have any subsidiary or parent company:** Financial details of are of the company itself.

S no.	Description	Year	Value Currency (_____)	In case of currency in Financial statement is other than INR/USD, value converted in USD (#)
1	Turnover	Latest financial year (_____)		
2	Net Worth	Latest financial year (_____)		

(#) Agency's currency to US \$ conversion factor: _____ < indicate the currency conversion factor as on Date of Audited Financial statement >

Note:

- Indicate Positive or Negative sign with the Figure in case of Net Worth.** In case, no sign is indicated, the figure shall be considered as positive.
- In case the last financial year's closing date was within 9 Months prior to proposal due date and complete audited financial statement of last financial year are not available, Agency has the option to submit the financial details of the previous financial year immediately prior to the last financial year. Otherwise, it is compulsory to submit the financial details of the immediate preceding financial year.

For example, In case, proposal due date is upto 31st December and financial details of immediate preceding financial year (year ending 31st March of the same year) are not available, the financial details of the previous year immediately prior to the last financial year may be submitted.

3. Submission of consolidated audited financial statements:
 - a) **Agency is a Parent/Holding Company:** Where only consolidated Audited Financial Statements are prepared and audited, which includes the financial details of their wholly owned subsidiaries etc., consolidated audited financial statement shall be considered for establishing the financial criteria subject to Statutory Auditor/ CEO/ CFO/ Company Secretary or any member of the Board of Directors of the Agency, certifying that standalone Financial Statements of Agency (without the financial data of subsidiaries, etc.) is not separately prepared and audited.
 - b) **Agency is a Subsidiary Company:** In case a Agency is a Subsidiary Company and separate Financial Statements of the Agency is not prepared & audited, but only a consolidated audited Financial Statements of their Parent Company/Holding Company are available, consolidated audited Financial Statement shall be considered for establishing the financial criteria subject to Statutory Auditor/ CEO/ CFO/ Company Secretary or any member of the Board of Directors of the Parent/Holding company (whose Audited Financial Statements are submitted for qualification) certifying in their letterhead that Financial Statements of Agency are not separately prepared and audited.
4. **Networth calculation:** Networth means paid up share capital, Share Application Money pending allotment* and reserves# less accumulated losses and deferred expenditure to the extent not written off. Networth has been calculated using the following formula, as per provisions of the enquiry document:

Reserves to be considered for the purpose of net worth shall be all reserves created out of the profits and securities premium account but shall not include reserves created out of revaluation of assets, write back of depreciation and amalgamation.

*Share Application Money pending allotment will be considered only in respect of share to be allotted.

Description		Value <in Currency>	Reference (Page No., Clause etc.)
Paid up share capital (A)	:		
Add: Share Application Money pending allotment (B)	:		
Add: Reserves (As defined Above) (C)	:		
Less: Accumulated Losses (D)	:		
Less: Deferred Revenue Expenditure to the extent not written off	:		
Net Worth (A+B+C-D-E)	:		

5. **Turnover (for the Financial statement pertaining to post GST regime):** Turnover shall taken as revenue from operation (excluding GST) as stated in Financial statement of the Agency, but excluding other income.
6. Networth and Turnover has been calculated using the above mentioned formulae and after giving effect to the impact of Audit Qualifications given in the Audit Report.

Signature with date

Name:

Designation:

UDIN [Applicable for CA in India]:

E-mail ID:

Mobile Number:

Tel (with STD code):

Seal: