



**GOVERNMENT OF SIKKIM
PLANNING & DEVELOPMENT DEPARTMENT
TASHILING SECRETARIAT, GANGTOK – 737101**

Web: <https://inspires.sikkim.gov.in/>

No. GOS/PDD/SI-WBP/53/POA/2025/84

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Dated: 10.04.2026

AMENDMENT 1 to Direct RFP – Hiring of Procurement Auditor Agency to support Planning and Development Department under ‘Sikkim: Integrated Service Provision and Innovation for Reviving Economies (INSPIRES) Program’

RFP Refer No.: IN-PMU-260319-LCS-LS-RFP-POA

The Planning and Development Department, GoS held the Pre-Bid Meeting with interested bidders for Direct RFP – Hiring of Procurement Auditor Agency to support Planning and Development Department ‘Sikkim: Integrated Service Provision and Innovation for Reviving Economies’ (INSPIRES) Program on 26/03/2026 at 3:00 PM through video conferencing.

The bidders are advised to take due note of the amendments to the RFP listed below while preparing their proposal for submission. The amendment is being made to **Section 2: Instruction to Consultant and Data Sheet, Part C: Clause-21.1:** Pg No. 40-41. Below is the existing clause, followed by the amended clause.

a) Existing Clause:

The Consultants’ Proposals will be evaluated based on the mandatory criteria specified. Proposals that do not meet the criteria outlined in **Part A** will not be considered further and will be rejected. Only the Proposals of Consultants who meet the **Part A** criteria will proceed to subsequent evaluation and financial opening.

Part A: Mandatory Criteria:

S. No	Eligibility Criterion	Documents / Evidence to be Provided
1	Entity should be legally registered under appropriate authority for the last 5 years.	Certificate of Incorporation/ Registration
2	The Auditing firm is required to demonstrate a minimum annual turnover of Rs 25 lakh from professional auditing services in at least three of the last five financial years.	Copies of the audited balance sheet and I/E Statement duly sealed and certified by the CA and the authorized representative of the bidder.
3	The consultants should be a professionally qualified firm with a minimum of 5 years of similar work experience.	Copies of Work Orders/ Contract Documents along with Completion Certificates from the previous clients.
4	Consultancy firm that has managed Procurement audits at the national / state level and have extensive experience in conducting similar audits in public / government sector / social sector / environment sector would be preferred.	
5	Tender Fee	The original Tender Fee should be handed over in the form of a Demand Draft/Pay Order/ Account Payee Banker’s Cheque (Rs 5,000/- (Rs Five Thousand only)) drawn on any Nationalized/Scheduled bank in favor of “ Program Director, Sikkim INSPIRES ”, payable at Gangtok in person to the Tender Issuing Authority, within the bid submission due date & time for the

		tender. Scanned copy of the instrument should be uploaded in https://sikkimtender.gov.in/ as part of the offer
6	Earnest Money Deposit (EMD)	The original EMD (Rs 1,00,000/- (Rs One Lakh Only)) should be handed over in the form of a Demand Draft/Pay Order/ Account Payee Banker's Cheque drawn on any Nationalized/Scheduled bank in favour of "Program Director, Sikkim INSPIRES", payable at Gangtok in person to the Tender Issuing Authority, within the bid submission due date & time for the tender. Scanned copy of the instrument should be uploaded in https://sikkimtender.gov.in/ as part of the offer
<p>The audit assessment will be conducted by a designated <u>2-member team</u>, as detailed below in section VII of Terms of Reference (ToR)</p> <p><i>(The Auditing Firm may recommend additional resources that may be necessary to ensure the quality and completeness of the audit).</i></p>		

B) Amended Clauses:

Consultants' technical proposal shall be evaluated in two parts. Part A (as mentioned below) shall be the mandatory criteria that the consultants must meet. Technical Proposals of Consultants who do not meet the criteria in **Part A**, shall not be further evaluated, and the proposal shall be rejected. Technical Proposal of Consultants, who meet the criteria in Part A, shall be evaluated further using the scoring scheme contained in **Part B** below.

Part A: Mandatory Criteria:

S. No	Eligibility Criterion	Documents / Evidence to be Provided
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2	The Auditing firm is required to demonstrate a minimum annual turnover of Rs 25 lakh from professional auditing services in at least three of the last five financial years.	Copies of the audited balance sheet and I/E Statement duly sealed and certified by the CA and the authorized representative of the bidder.
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Part B: Evaluation Criteria:

Criteria, sub-criteria, and point system for the evaluation of the Full Technical Proposals:

Points

(i) **Specific experience of the Consultant (as a firm) relevant to the Assignment:** [10]

- a) Experience in conducting similar audits in a public/government sector in the last 5 years. [10 – 2 mark for each project]

(ii) **Adequacy and quality of the proposed methodology, and work plan in responding to the Terms of Reference (TORs):** [65]

The score is subdivided as follows:

a) Clear methodology: [45]

b) Responsiveness to the ToR: [20]

[Notes to Consultant: The Client will assess whether the proposed methodology is clear, proposal is responsive to the TOR, work plan is realistic and implementable; overall team composition is balanced and has an appropriate skills mix; and the work plan has right input of Experts]

(iii) **Key Experts' qualifications and competence for the Assignment:**

{Notes to Consultant: each position number corresponds to the same for the Key Experts in Form TECH-6 to be prepared by the Consultant}

S. No	Role	Qty	Person Months	Max Points
1	Team Leader (TL)	1	3	15
2	Procurement Specialist (PS)	1	6	10

Total points for criterion (iii): [25]

The number of points to be assigned to each of the above positions shall be determined considering the following three sub-criteria and relevant percentage weights:

- 1) General qualifications (general education, training, and experience): [30]%
- 2) Adequacy for the Assignment (relevant education, training, experience in the sector/similar assignments): [70]%

Total weight: 100%

Total points for the three criteria: [100]

The minimum technical score (St) required to pass is: [70]

Sd/-
(Secretary)
Planning and Development Department
Government of Sikkim