



GOVERNMENT OF SIKKIM

PLANNING & DEVELOPMENT DEPARTMENT

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No. GOS/PDD/SI-WBP/53/POA/2025/81

Dated: 07.04.2026

Clarifications to queries/suggestions received for RFP – For Hiring of Procurement Auditor Agency to support Planning and Development Department under ‘Sikkim: Integrated Service Provision and Innovation for Reviving Economies (INSPIRES) Program’ (RFP Ref no. IN-PMU-260319-LCS-LS-RFP-POA)

S. No.	Query / Suggestions from the Prospective Consultants	Clause Reference of RFP	Page No.	Content of Para / Clause under Reference as per RFP	Response/Clarifications
1	We also request clarification regarding the scope of audit locations. We understand that the assignment relates to procurement audit under the INSPIRES Program. Kindly clarify the expected locations where audit activities will be carried out	Section 8: ToR – Clause IV	76	The consultant will need to provide a detailed plan along with the methodology of audit. A list of all procurements (goods, works and consultancy/non consultancy services) undertaken by the Program during the period of audit, as well as all activities for which any payments were made during the audit period will be shared by the Program. The consultant is expected to carry out the audit of all contracts provided in the list at the Program site. The procurement auditor will be expected to perform the following activities:	The expected locations where audit activities will be carried out. 1. District Headquarters of 6 districts of Sikkim 2. Four Parastatal bodies (IHM, Sajong – Rumtek ; IHCAE, Chemchey ; SICB, Karfectar; SIRD, Jorethang)



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2	Please confirm whether the audit will be limited to the Planning & Development Department at Gangtok or whether field visits to other departments / project locations across Sikkim will also be required. If field visits are required, kindly inform the expected locations and approximate number of days required for the assignment. This will help us in estimating travel requirements and resource planning.	Section 8: ToR – Clause IV	76	The consultant will need to provide a detailed plan along with the methodology of audit. A list of all procurements (goods, works and consultancy/non consultancy services) undertaken by the Program during the period of audit, as well as all activities for which any payments were made during the audit period will be shared by the Program. The consultant is expected to carry out the audit of all contracts provided in the list at the Program site. The procurement auditor will be expected to perform the following activities:	<p>The expected locations where audit activities will be carried out.</p> <ol style="list-style-type: none"> 1. District Headquarters of 6 districts of Sikkim 2. Four Parastatal bodies (IHM, Sajong – Rumtek ; IHCAE, Chemchey ; SICB, Karfectar ; SIRD, Jorethang) <p>Approximate number of days required for the assignment (As mentioned in Section 8 – Clause VI of the RFP)</p>
3	Further, with respect to experience documents, the RFP mentions submission of Completion Certificates from clients. In case of certain assignments, mainly Central Government and State Government audits, Completion Certificates are generally not issued. However, for such assignments, we can provide Work Orders along with Form 26AS reflecting receipts from the respective clients, with relevant entries duly highlighted.	Data Sheet point no 21.1 – Part A Mandatory Criteria	38	<p>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.</p> <p>Copies of Work Orders /Contract Documents along with Completion Certificates from the previous clients.</p>	Work Orders along with Form 26AS reflecting receipts from previous clients, with relevant entries duly highlighted shall be accepted.
4	Form 26AS is a government-issued document reflecting tax deducted at source and payments made by the client, and the same is generally accepted as supporting evidence by many Government departments where completion certificates are not issued.	Data Sheet point no 21.1 – Part A Mandatory Criteria	38	Copies of Work Orders /Contract Documents along with Completion Certificates from the previous clients.	Same as the response provided for Serial No. 3.



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5	Kindly confirm whether Work Orders along with Form 26AS reflecting client receipts may be considered as acceptable supporting evidence of completed assignments in cases where Completion Certificates are not available.	Data Sheet point no 21.1 – Part A Mandatory Criteria	38	Copies of Work Orders /Contract Documents along with Completion Certificates from the previous clients.	Same as the response provided for Serial No. 3.

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