



**OFFICE OF THE CHIEF EXECUTIVE OFFICER  
ATAL AMRIT ABHIYAN SOCIETY, ASSAM  
Nayantara Super Market Complex, Six Mile, G.S. Road, Guwahati-22**

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No. PMJAY/Assam/Tender for Appointment of Auditor for Public Hospitals/2023-24/141/3178

Date: 17/02/2024

**REQUEST FOR PROPOSAL**

Atal Amrit Abhiyan Society, Assam invites sealed Request for Proposal (RFP) in two bid system, (i) Technical Bid and (ii) Financial Bid affixing non-refundable Court Fee Stamp of Rs. 8.25 (Rupees eight and paise twenty-five) from the reputed Chartered Accountant firm for the appointment of Auditor for Public EHCPs of Atal Amrit Abhiyan Society to Conduct Compliance Audit for the FY 2018-19 to 2023-24.

The Tender Document may be obtained from the Chief Executive Officer, Atal Amrit Abhiyan Society, 3<sup>rd</sup> Floor, Nayantara Supermarket Complex, Six Mile, Guwahati – 781022 on working days up to 11/03/2024. 11:00 AM by paying an amount of Rs. 500 (Rupees Five Hundred Only) as Bid Processing Fee (non-refundable) in the form of Demand Draft drawn on any Nationalized/Scheduled Bank of India in favor of “Atal Amrit Abhiyan Society, Assam” payable at Guwahati. The tender document may be downloaded from our websites <https://atalamritabhiyan.assam.gov.in/>

In case of downloaded tender document, the Bid Processing fee must be submitted along with the Tender Document.

If the day of receiving tender, the office happens to be a holiday or non-working day, bandh etc. for an unforeseen reason, the next working day will be considered as last date (at the same time) of receiving the tender.

Undersigned reserves the right to reject any or all the tenders without assigning any reason thereof.

Last date and time of Bid submission : 11/03/2024, 2:00 PM

Date and time of Technical bid opening and evaluation : 11/03/2024, 3:00 PM

Sd/-  
Chief Executive Officer  
Atal Amrit Abhiyan Society, Assam



## **Request for Proposal (RFP)**

# **For Appointment of Auditor for Public EHCPs of Atal Amrit Abhiyan Society to conduct Compliance Audit For the FY 2018-19 to 2023-24**

Tender No. : PMJAY/Assam/Tender for Appointment of Auditor for Public Hospitals/2023-24/141/3178

Date: 17/02/2024

Issued by:

**Atal Amrit Abhiyan Society, Assam**  
O/o Chief Executive Officer  
Atal Amrit Abhiyan Society  
3<sup>rd</sup> Floor, Nayantara Supermarket Complex  
Six Mile, Guwahati- 781022  
Assam  
<https://atalamritabhiyan.assam.gov.in/>



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### Data Sheet

Request for proposal for appointment of Auditor for public EHCPs of Atal Amrit Abhiyan Society to conduct Compliance Audit for the financial year 2018-19 to 2023-24 on behalf of the Chief Executive Officer, Atal Amrit Abhiyan Society, Assam are invited in two bid system i.e., Technical Bid and Financial Bid.

| <b>Schedule</b> |   |  |
|-----------------|---|--|
| <b>S. No.</b>   | <b>Activity Description</b>                             | <b>Schedule</b>  |
| 1.              | Tender (RFP) No.  | PMJAY/Assam/Tender for Appointment of Auditor for Public Hospitals/2023-24/141/3178 dtd. 17/02/2024  |
| 2.              | EMD   | Rs. 10,000/- (Rupees Ten Thousand Only) in the form of a Demand Draft (DD) from any scheduled/ Nationalized Bank drawn in Favor of Atal Amrit Abhiyan Society, Assam payable at Guwahati in a proper sealed Envelope Super scribed RFP Title and Tender No. Bidders are requested to write their name and full address at the back of Demand Draft (Overleaf). |
| 3.              | Bid Processing Fee                                      | Rs. 500/- (Rupees Five Hundred Only) in the form of a Demand Draft (DD) from any scheduled/ Nationalized Bank drawn in Favor of Atal Amrit Abhiyan Society, Assam payable at Guwahati in a proper sealed Envelope Super scribed RFP Title and Tender No. Bidders are requested to write their name and full address at the back of Demand Draft (Overleaf).    |
| 4.              | Validity of the Bid                                     | Bid shall be valid for 6 months from the date of submission of the proposal.   |
| 5.              | Address for bid submission                              | O/o Chief Executive Officer, Atal Amrit Abhiyan Society, Assam, 3 <sup>rd</sup> Floor, Nayantara Complex, Guwahati – 781022  |
| 6.              | Date of release of Tender Document                      | 18/02/2024   |
| 7.              | Last date of receiving queries                          | Within 5 days of the release of the tender Document  |
| 8.              | Email id for receiving Queries                          | <a href="mailto:ceo@aaasassam.in">ceo@aaasassam.in</a> and <a href="mailto:finance@aaasassam.in">finance@aaasassam.in</a>  |
| 9.              | Pre-Bid Meeting   | 22/02/2024 at 3:00PM   |
| 10.             | Issue of Addendum/Revised Tender Document (if required) | 23/02/2024 on the following website:<br><a href="https://atalamritabhiyan.assam.gov.in/">https://atalamritabhiyan.assam.gov.in/</a>  |
| 11.             | Last date and time of Bid submission                    | 11/03/2024 up to 2:00 PM   |
| 12.             | Date and time of Technical bid opening and evaluation   | 11/03/2024 at 3:00 PM  |
| 13.             | Date and time of Financial bid evaluation               | 15/03/2024 at 3:00 PM  |
| 14.             | Issue of Notice of Award (NOA)                          | Within 7 days of Financial Bid Opening   |
| 15.             | Signing of the Contract                                 | Within 10 days of issue of Notice of Award   |
| 16.             | Contract Period   | 1 (one) Year   |



### Disclaimer

The information contained in this Tender Document or subsequently provided to the Bidders, whether verbally or in documentary or any other form, by or on behalf of the Medical, Education and Research Department, Government of Assam hereinafter referred to as the State acting through the State Health Agency (SHA), or any of its employees or advisors, is provided to the Bidders on the terms and conditions set out in this Tender Document and such other terms and conditions subject to which such information is provided.

The purpose of this Tender Document is to provide the Bidder(s) with information to assist the formulation of their bid. This Tender Document does not purport to contain all the information each Bidder may require. This Tender Document may not be appropriate for all persons and it is not possible for the State Government or the SHA or its representatives, to consider the objectives, financial situation and particular needs of each Bidder who reads or uses this Tender Document. Each Bidder should conduct its own investigations and analysis and should check the accuracy, reliability and completeness of the information in this Tender Document, and where necessary obtain independent advice from appropriate sources. Neither the State Government nor the SHA nor their employees or their consultants make any representation or warranty as to the accuracy, reliability or completeness of the information in this Tender Document. The SHA (i.e. The Tender Inviting Authority) shall incur no liability under any law including the law of contract, tort, and the principles of restitution, or unjust enrichment, statute, rules or regulations as to the accuracy, reliability or completeness of the Tender document. The statements and explanations contained in this Tender document are intended to provide an understanding to the Bidders about the subject matter of this Tender and should not be construed or interpreted as limiting in any way or manner the scope of services and obligations of the Bidders.

The issue of this Tender Document does not imply that Tender Inviting Authority is bound to appoint Auditor as Successful Bidder. The Tender Inviting Authority reserves the rights to amend or withdraw any of the terms and conditions contained in the Tender Document or to reject any or all tenders without giving any notice or assigning any reasons thereof. The decision of the Chief Executive Officer, Atal Amrit Abhiyan Society, Assam in this regard shall be final and binding on all.

The Bidder is expected to examine all instructions, forms, specifications, terms and conditions in the Bid Documents. Failure to furnish all information and documents required as per the Bid Documents or submission of bids not substantially responsive to the Bid Documents in every respect will be at the Bidder's risk and shall result in rejection of the bid.

Each Bidder shall bear all its costs associated with or relating to the preparation and submission of its Bid including but not limited to preparation, copying, postage, delivery fees, expenses affiliated with any demonstration or presentation which may be required by the Tender Inviting Authority or any other costs incurred in connection with or relating to its Bid. All such costs and expenses will be borne by the Bidders and the Tender Inviting Authority and its employees and advisors shall not be liable, in any manner whatsoever, for the same or for any other costs or other expenses incurred by any Bidder in preparation or submission of its Bid, regardless of the conduct or outcome of the Bidding Process.

## 1. Context

- 1.1 The names of the Schemes are the “ATAL AMRIT ABHIYAN”, “AYUSHMAN ASOM – MUKHYA MANTRI JAN AROGYA YOJANA” and “AYUSHMAN BHARAT – PRADHAN MANTRI JAN AROGYAYOJANA” and shall hereafter be referred to as the AAA, AA-MMJAY and AB-PMJAY respectively. All the schemes are operationalized from the Atal Amrit Abhiyan Society and shall hereafter be referred to as the SHA.
- 1.2 The objective of AB-PMJAY to reduce catastrophic health expenditure, improve access to quality health care, reduce unmet needs and reduce out of pocket healthcare expenditures of poor and vulnerable families included under the SECC database 2011 and the NFSA database. These eligible AB-PMJAY beneficiary families will be provided coverage for secondary, tertiary and day care procedures (as applicable) for treatment of diseases and medical conditions through a network of Empaneled Health Care Providers (EHCP).
- 1.3 All AB-PMJAY and AA-MMJAY Beneficiary Family Units, as included under the NFSA database of the State (as updated from time to time) which are resident of Assam.
- 1.4 The following benefits will be covered for the eligible AB-PMJAY and AA-MMJAY beneficiary families
  - (a) Hospitalization expenses coverage including treatment for medical conditions and diseases requiring secondary and tertiary level of medical and surgical care treatment including defined day care surgeries and follow –up care.
  - (b) Pre and post hospitalization cover
  - (c) Benefit Cover of Rs. 5,00,000 (Rupees Five Lakh only) per eligible AB-PMJAY Beneficiary Family Unit per annum under AB-PMJAY.
- 1.5 Eligible family will include all members within identified relationships as included in the NFSA database and updated from time to time.
- 1.6 Risk Cover (RC) will include hospitalization / treatment expenses coverage including treatment for medical conditions and diseases requiring secondary and tertiary level of medical and surgical care treatment and also including defined day care procedures (as applicable) and follow up care along with cost for pre- and post-hospitalization treatment as defined.
- 1.7 As on the date of commencement of the Policy Cover Period, the AB-PMJAY Sum Insured in respect of the Risk Cover for each AB-PMJAY/AA-MMJAY Beneficiary Family Unit shall be Rs. 5,00,000 (Rupees Five Lakh Only) per family per annum on family floater basis. This shall be called the Sum Insured, which shall be fixed irrespective of the size of the AB-PMJAY/AA-MMJAY Beneficiary Family Unit.
- 1.8 The Government of Assam is implementing a medical care scheme –Atal Amrit Abhiyan– (AAA) providing cashless treatment and coverage of critical care targeted at the BPL population and Low-Income households since a large number of households are pushed into poverty as a result of high levels of household spending on healthcare.
- 1.9 The following benefits will be covered for the eligible AAA beneficiaries-
  - (a) Hospitalization expenses coverage including treatment for medical conditions and diseases covered under AAA of medical and surgical care treatment including defined day care surgeries and follow –up care. The following procedures covered under the scheme which are as follows- Cardiology and Cardiac Surgeries, Neurology and Neurosurgery, Burns, Cancer, Kidney diseases, Neonatology, ICU

package, Trauma, Critical care Pediatrics, Pediatrics Surgery, Japanese Encephalitis and Acute Encephalitic Syndrome and Supplementary Packages.

- (b) Benefit Cover of Rs. 2,00,000 (Rupees Two Lakh only) per eligible AAA Beneficiary per annum under AAA.
- (c) Provision for transport allowance (Rs.300/- per visit) but subject to an annual ceiling of Rs.3000/- shall be a part of the total coverage of Rs.2,00,000/- per individual for within the state.
- (d) For out of state treatment in empaneled hospitals in selected cities, patient and one attendant will be provided economy cheapest air fare in that route subject to a maximum ceiling of Rs. 30,000 per year and shall be a part of the total coverage of Rs.2,00,000/- per individual.
- (e) For out of state treatment a daily allowance of Rs 1000 will be provided upto a limit of Rs 10,000 provided the total no of days claimed matches the hospital length of stay or treatment dates.

1.10 **Funding and Accounting arrangement:** Funds attributed to AAA and AA-MMJAY Scheme are transferred from the State Treasuries to the designated bank account of Atal Amrit Abhiyan Society. AB-PMJAY Schemes receives funds from Government of India and State Government of Assam in the ratio of 90% and 10% respectively in the form of Grant-in-Aid and Administrative Expenditure. Under the umbrella of Atal Amrit Abhiyan Society each scheme (AA-MMJAY and AB-PMJAY) has separate bank accounts, maintains separate books of accounts and other financial records as per the requirement of each scheme and also submit separate financial activity reports at varying frequencies to the National Health Authority (NHA) and Government of Assam.

1.11 **Empaneled Health Care Provider (EHCP):** Empaneled health Care Providers mean and refer to those public or private health care providers who are empaneled by the State Health Authority (SHA) for providing services to the Beneficiaries including beneficiaries seeking treatment under portability features of AB-PMJAY under the AB-PMJAY. Under SHA Assam there are total 339 EHCP's.

## 2. Purpose and Scope of this Tender Document

2.1 SHA needs a systematic examination of the financial transactions done at the Public EHCP's (**EHCP's mentioned in Annexure – I**) from the claims amount of Ayushman Bharat – Pradhan Mantri Jan Arogya Yojana (AB-PMJAY), Atal Amrit Abhiyan (AAA) and Ayushman Asom – Mukhya Mantri Jan Arogya Yojana (AA-MMJAY) and SHA on a regular basis to ensure the accuracy, authenticity, compliance with procedures and guidelines issued by the National Health Authority (NHA) and Government of Assam through a full-fledged professional Auditor covering functions of Departmental Compliance Audit.

2.2 The emphasis of the Compliance Audit is not a test checking mechanism but to be a substantial checking of transactions, to ensure whether the financial management arrangement and physical performance are effectively working identification of areas to be improved to enhance the efficiency etc. and it would be an ongoing appraisal of the healthy financing. In this background the SHA decided to appoint independent Chartered Accountant firm to undertake periodical audit and report on vital parameters which would depict the true picture of Financial and Accounting health of the schemes.

**2.3 Objectives of Compliance Audit of the Public EHCPs in respect to AB-PMJAY/AAA/AA-MMJAY claims fund:**

1. To ensure voucher/evidence-based payments to improve transparency.
2. To ensure accuracy and timeliness in maintenance of Books of Accounts.
3. To ensure timeliness and accuracy of periodical Financial Statements.
4. To ensure compliance with laid down systems, procedures, policy and guidelines.
5. To regularly track, follow-up and settle advances on priority basis.
6. To assess and improve overall internal control systems.

**2.4 The scope of work of Auditor as follows in respect to AB-PMJAY/AAA/AA-MMJAY claims fund:**

1. The scope of the Compliance Audit covers all activities being implemented by the SHA in the Public EHCP's.
2. Entire process of the Hospital Claims Payment (from pre-auth to final claims received to expenditure thereof).
3. Audit of claim funds at the disposal of the Public EHCP's.
4. Audit of imprest funds at the disposal of the Public EHCP's.
5. Audit verification and certification of statement of expenditure.
6. Scrutiny of income and expenses, Bank Reconciliation Statement (BRS), accounting of fixed assets etc. as per the guidelines issued by the Government of Assam, SHA or National Health Authority.
7. Preparation of financial statements e.g., hospital wise income and expenditure statement financial year wise, receipts and payments, etc.
8. Audit verification, review and analysis of age wise and implementing department/agency wise advances pending month wise.
9. Physical verification of stock/fixed assets.
10. Audit of the provisional Utilization Certificates sent to SHA.
11. Review of Action Taken Report on Internal Auditor's comments, observations thereon.
12. Any other evaluation work as desired by the SHA.
13. Auditor shall review and help in the preparation of the Financial Statements.
14. Replies to the queries and para of the AG-Audit.

**2.5 Frequency:** Compliance audit shall be completed and report must be submitted within 90 days of issue of appointment letter.

**2.6 Methodology for conducting audit/reporting:**

1. The audit team shall be led by the Chartered Accountant with experienced semi-qualified assistants of the audit firm as the work may warrant.
2. The audit personnel for the audit period should not be changed so that the continuity and consistency is maintained. The audit firm shall conduct appropriate due diligence before employing any personnel who will be entrusted with the work of conducting the Compliance audit of the public EHCPs. The audit firm is also responsible for any commission and omission of its employees which may cause and or likely to cause any loss/damages to the EHCP/SHA.
3. If there are any changes in the constitution of the firm during the period of the appointment it shall be informed to the SHA immediately.



4. Before commencing the audit, the members of the Audit team should be properly introduced to the EHCPs by proper introduction letter duly attested by the Chartered Accountant Proprietor/Partner of the firm.
  5. Auditor to be guided by the circular, manual of instructions and other guidelines available in the SHA/Public EHCPs for conducting audit.
  6. The auditors should keep watch on withdrawals/purchases and any other deviations to the codal formalities shall have to be reported to the authority immediately.
  7. The audit team should adopt the following procedure in the matter of reporting their findings:
    - a. As on the last day of the audit period, the audit firm shall prepare an Executive Summary (as applicable) signed by both the auditor and the controlling officer.
    - b. The Executive Summary should cover the critical areas mentioned in the checklist/guidelines and the irregularities/shortcomings observed during the course of the audit. Auditors are however free to report any other deficiencies which they may come across during the course of audit.
    - c. Any transactions of serious nature which is unusual/not normal to the usual course of business or any other unhealthy practices indulged by the Public EHCP's, persistent irregularities, observed during the physical verification, transaction of fraudulent nature, other serious irregularities like disbursement without proper sanction/ incomplete documentation/ irregularities as per guidelines, may be reported immediately by way of separate letter along with Executive Summary.
    - d. The serious irregularities, if any, noticed shall be covered exhaustively in the executive summary submitted to the SHA.
    - e. Auditor shall prepare a report of each public hospitals as per Annexure – II.
    - f. The executive summary along with the annexure should be submitted by the auditor so as to reach the SHA by 10<sup>th</sup> of the succeeding month.
- 2.7 **Standards:** The audit should have to be carried out in accordance with Engagement and Quality Control Standards (Audit and Assurance), Standards on Internal Audit (SIAs) issued by the Institute of Chartered Accountants of India. The auditor should accordingly consider materiality when planning and performing (except where certain minimum coverage of implementing unit is specified) the auditor reduce the risk to an acceptable level that consistent with the objective of the audit. In addition, the auditor should specifically consider the risk of material statements in Financial Statements resulting from fraud.

### 3 General Terms and Conditions:

- 3.1 **Parties:** The parties to the Contract are the Auditor (the RFP to whom the work is awarded) and the Chief Executive Officer, Atal Amrit Abhiyan Society, Assam
- 3.2 **Addresses:** For all purpose of the contract including arbitration there under, the address of the Auditor mentioned in the tender shall be final unless the Auditor notifies a change of address by a separate letter sent by registered post to the Chief Executive Officer, Atal Amrit Abhiyan Society, 3<sup>rd</sup> Floor, Nayantara Supermarket Building, Six Mile, Guwahati-

781022. The auditor shall be solely responsible for the consequences of any omission or error to notify change of address in the aforesaid manner.

- 3.3 **Bid Processing Fee:** Rs. 500/- (Rupees Five Hundred Only) in the form of a Demand Draft (DD) from any scheduled/ Nationalized Bank drawn in favor of Atal Amrit Abhiyan Society, Assam payable at Guwahati in a proper sealed envelope super scribed at “RFP for appointment of Auditor for public EHCPs of Atal Amrit Abhiyan Society to Conduct Compliance Audit for the financial year 2018-19 to 2023-24”. Bidders are requested to write their name and full address at the back of Demand Draft (Overleaf).
- 3.4 **Earnest Money Deposit (EMD):** Rs. 10,000/- (Rupees Ten Thousand Only) in the form of a Demand Draft (DD) from any scheduled/ Nationalized Bank drawn in favor of Atal Amrit Abhiyan Society, Assam payable at Guwahati in a proper sealed envelope super scribed at “RFP for appointment of Auditor for public EHCPs of Atal Amrit Abhiyan Society to Conduct Compliance Audit for the financial year 2018-19 to 2023-24”. Bidders are requested to write their name and full address at the back of Demand Draft (Overleaf).
- 3.5 **Period of validity of the Bid:** Bid shall be valid for 6 months from the date of submission of the proposal.
- 3.6 **Period of Contract/duration:** The contract shall be for a period of 1 (one) year from the date of signing of the Contract Agreement.
- 3.7 **Payment of Fees:** The Audit fees after statutory deductions shall be released after fulfillment of the following conditions:
1. Submission of Audit Report within the stipulated time.
  2. Submission of Executive Summary Report within the stipulated time
  3. Review of Action Taken Report of previous Audit Report.
- The bills shall be paid within 30 days of submission the bills.
- 3.8 **Minimum Fees:** Rs. 1,20,000/- (In words Rupees One Lakh Twenty Thousand Only) excluding GST/other taxes per District Zones as mentioned in the Annexure – III. No TA/DA shall be paid apart from the Auditors Fee.
- 3.9 **Appointment of Auditor Firms:** SHA may enlist one or more auditors on a zone-wise basis to ensure timely audits of all public EHCPs. Auditors shall perform the audits in accordance with the specified time frame and adhere to the discovered L1 rates.
- 3.10 **Agreement:** The successful bidder will have to enter an agreement for a period of one year. The draft format of agreement is at **Form T-6**.

#### 4 Specific Terms and Conditions:

##### 4.1 Eligibility Criteria:

| Sl. No. | Eligibility Criteria   | Supporting Documents to be submitted                           |
|---------|--|--|
| (a)     | Firms should have Empanelment with C&AG of India for 2023-24/2024-25. Proof of empanelment with C&AG to be attached. | <b>For (a)</b><br>Attested copy of C&AG empaneled certificate. |

|     |  |  |
|-----|--|--|
| (b) | The firm must have its Principal/Branch Office within the Districts of Assam for which preference will be given. (Such Principal/Branch office should be existed within the District of Assam for not less than Five years as per the ICAI Certificate). | <b>For (b)</b><br>Attested copy of the Registration Certificate issued by the ICAI contains Head Office and Branch office.   |
| (c) | The firms should have an average annual turnover of 10 lakhs Per Annum for the last three financial years (2020-21, 2021-22 and 2022-23)   | <b>For (c)</b><br>The firm must submit a copy of Audited Balance Sheet and P&L Account for the last three years otherwise a Certificate issued by any C.A firm may also be provided in this regard providing the breakup of fees (Auditing Fees, Taxation, others) |
| (d) | The firm should have a minimum 5 years of experience of internal/ concurrent audit of Government funded society/Public Sector undertakings   | <b>For (d) and (e)</b><br>The firm must submit an attested copy of Certificate of ICAI as on 01.01.2023.   |
| (e) | 2 nos. of full time FCA associated with the firms for not less than 3 years (as per certificate of ICAI as on 01.01.2023)  |  |
| (f) | The firm should have sufficient staff strength and able to put minimum of 3 members team at a time   | <b>For (f) and (g)</b><br>List of Partners/Audit staff of the firm   |
| (g) | Audit team must consist of<br>1 no. Qualified CA<br>2 no. Paid Semi-Qualified Assistant  |  |
| (h) | 4 no. of assignment of Concurrent /Statutory Audit (having a turnover of not less than Rs. 3 crores in the last 5 years)   | <b>For (h)</b><br>The firm must submit a copy of the appointment letters from the auditee organizations. Branch audit of any Bank shall not be considered while taking into account the total no. of assignment.   |
| (i) | The firm or any other partners should not be blacklisted by any organization in respect of any assignment (i.e.,) Government/Public Sector any other organization in respect of any assignment or behavior   | <b>For (i)</b><br>An up-to date Affidavit of Non-Blacklisting on Non-Judicial Stamp Paper in any Govt./Semi Gov./PSU dept. from public notary/competent legal authority.   |

4.2 The Technical Proposal evaluation shall be based on the following parameter:

| Sl. No. | Particulars   | Minimum Criteria | Maximum Marks | Evaluation Criterion  | Marks               |
|---------|---|------------------|---------------|---|---------------------|
| 1.      | Turnover of the Firm (Average annual in last three financial years) | 10 lakhs         | 20            | 10-20 lakhs<br>21-30 lakhs<br>31-40 lakhs<br>41 lakhs & above | 5<br>10<br>15<br>20 |

|    |   |   |              |  |                        |
|----|---|---|--------------|--|------------------------|
| 2. | No. of assignment of Concurrent /Statutory Audit (having a turnover of not less than Rs. 3 crores in the last 5 years     | 4 nos. assignments  | 20           | 4-10 nos.<br>11-15 nos.<br>16-20 nos.<br>20 nos. & above | 5<br>10<br>15<br>20    |
| 3. | Number of full time FCA associated with the firms for not less than 3 years (as per certificate of ICAI as on 01.01.2023) | 2 nos.  | 20           | 2-4 nos.<br>5-7 nos.<br>8 nos. & above                   | 5<br>10<br>20          |
| 4. | Staff Strength  | 3 nos.  | 20           | 3-5 nos.<br>6-8 nos.<br>8 nos. & above                   | 5<br>10<br>20          |
| 5. | Audit Team<br>1 no. Qualified CA<br>2 no. Paid Semi-Qualified Assistant   | 1 no. qualified CA<br><br>2 Paid Semi-qualified Assistant | 10<br><br>10 | 1 no.<br>2 nos. & above<br><br>2 nos.<br>2 nos. & above  | 5<br>10<br><br>5<br>10 |

4.3 **Selection Methodology:** A two stage procedure shall be adopted in evaluating the proposals.

**First Stage:**

- (i) Only Technical Proposal shall be opened first for all the firms
- (ii) Thereafter, a technical evaluation shall be carried out as per the evaluation parameters provided in the Clause **Specific Terms and Conditions**.
- (iii) The Technical Proposal scoring at least 50% of the marks shall be considered as Qualified on Technical Parameters. A proposal shall be rejected at this stage if it does not respond to important aspects of the RFP or it fails to achieve the minimum technical score (i.e., at least 50%).

**Second Stage:** Financial proposal shall be opened only for those firms who have qualified on Technical Parameters (i.e., at least 50%). Financial Proposal of the firms which have not qualified on technical parameters shall be returned unopened after completion of the selection process.

4.4 **Guidelines for Submitting the Proposals**

Bidders are required to submit the proposal as per the guidelines and formats detailed out in the following paragraphs:

1. The original and all copies of the Technical Proposal shall be placed in a sealed envelope clearly marked "TECHNICAL PROPOSAL FOR THE APPOINTMENT OF AUDITOR FOR PUBLIC EHCPS OF ATAL AMRIT ABHIYAN SOCIETY TO CONDUCT COMPLIANCE AUDIT FOR THE FY 2018-19 TO 2023-24". Similarly, the original Financial Proposal shall be placed in a separate sealed envelope clearly marked "FINANCIAL PROPOSAL FOR THE APPOINTMENT OF FOR THE APPOINTMENT OF AUDITOR FOR PUBLIC EHCPS OF ATAL AMRIT ABHIYAN SOCIETY TO CONDUCT COMPLIANCE AUDIT FOR THE FY 2018-19 TO 2023-24" followed with a warning note "DO NOT OPEN WITH THE TECHNICAL PROPOSAL".
2. The envelopes containing the Technical and Financial Proposals shall be placed into an outer envelope and sealed. The outer envelope shall bear the submission address, tender number and title of the assignment and be clearly marked REQUEST FOR PROPOSAL FOR THE APPOINTMENT OF AUDITOR FOR PUBLIC

EHCPS OF ATAL AMRIT ABHIYAN SOCIETY TO CONDUCT COMPLIANCE AUDIT FOR THE FY 2018-19 TO 2023-24.

3. The Society shall not responsible for misplacement, loss or premature opening if the outer envelope is not sealed and/or marked as stipulated. This circumstance may provide a case for Proposal's/ bid's rejection. If the Financial Proposal is not submitted in a separate sealed envelope duly marked as indicated above, this shall constitute grounds for declaring the Proposal non-responsive/invalid.
4. All bidders must comply with the tender document clauses.
5. Technical / Financial proposals submitted by the firm should be valid for 6 months from the date of submission of the proposal by the firm.
6. Each page, Form, Annexure and Appendices of the Technical and Financial Proposal must be signed by the Authorized signatory of the firm.
7. All blank spaces in the financial proposal must be filled in completely where indicated, either typed or written ink.
8. The Technical bid must be submitted along with the Index/Contents.
9. The Technical Proposal shall be marked "ORIGINAL" or "COPY" as appropriate. All required copies of the Technical Proposals are to be made from the original. If there are discrepancies between the original and the copies of the Technical Proposal, the original governs.
10. In case same audit fee is quoted by two or more CA firms, the selection of auditor shall be done considering the marks obtained in the following factors

| Sl. No. | Particulars   | Evaluation Criterion | Marks |
|---------|---|----------------------|-------|
| 1.      | <b>Experience – A</b><br>Number of Assignments in Commercial/Statutory Audit  | 4-10 nos.            | 5     |
|         |   | 11-15 nos.           | 10    |
|         |   | 16-20 nos.           | 15    |
|         |   | 20 nos. & above      | 20    |
| 2.      | <b>Experience – B</b><br>Number of Assignments of Externally Aided Projects/Social Sector Project (excluding audit of Charitable Organization)              | 4-10 nos.            | 5     |
|         |   | 11-15 nos.           | 10    |
|         |   | 16-20 nos.           | 15    |
|         |   | 20 nos. & above      | 20    |
| 3.      | <b>Experience – C</b><br>Experience in the other audit assignment   | 0-5 nos.             | 5     |
|         |   | 6-10 nos.            | 10    |
|         |   | 11-15 nos.           | 15    |
|         |   | 15 nos. & above      | 20    |
| 4.      | <b>Turnover</b><br>Average annual Turnover of the firm for the last three financial years 2020-21, 2021-22 & 2022-23  | 10-20 lakhs          | 5     |
|         |   | 21-30 lakhs          | 10    |
|         |   | 31-40 lakhs          | 15    |
|         |   | 41 lakhs & above     | 20    |
| 5.      | <b>Number of full time FCA</b><br>Number of full time FCA associated with the firms for not less than 3 years (as per certificate of ICAI as on 01.01.2023) | 2-4 nos.             | 5     |
|         |   | 5-7 nos.             | 10    |
|         |   | 8 nos. & above       | 20    |

Note: If the Auditors obtain the same marks again in the procedure mentioned in the point Clause 4.4 (10), then the appointment shall be made upon extensive comparative analysis between the successful bidders on the following factors:

- Experience
- Turnover
- Number of full time FCA
- Strength of the Audit Team



11. SHA reserves the right to accept or reject any proposal without giving any explanation and can change the evaluation criteria as per its requirements in the interest of the organization.

**4.5 Technical and Financial proposals formats:**

1. Letter of Transmittal (**Form T-1**)
2. Technical Proposal format (**Form T-2**)
3. Detail of Qualified Staff (**Form T-3**)
4. Relevant Experience (**Form T-4**)
5. Financial Bid format (**Form T-5**)
6. Draft Contract Agreement (**Form T-6**)

**Form T-1**  
**(Letter of Transmittal)**

To  
The Chief Executive Officer,  
Atal Amrit Abhiyan Society  
Guwahati – 781022  
Assam

Sir/Madam,

We, the undersigned, offer to provide the audit services for Compliance Audit in Public EHCPs of Atal Amrit Abhiyan Society in accordance with your Request for Proposal dated [*Insert Date*]. We hereby submitting our proposal, having details about the firm and proposed audit fees.

We hereby declare that all the information and statements made in this Proposal are true and accept that any misinterpretation contained in it may lead to our disqualification.

The Fees quoted by us is valid till six months from the date of submission of the proposal. We confirm that this proposal will remain binding upon us and may be accepted by you at any time before the expiry date.

Prices have been arrived independently without consultation, communication, agreement or understanding (for the purpose of restricting competition) with any competitor.

We agree to bear all costs incurred by us in connection with the preparation and submission of the proposal and to bear any further pre-contract costs.

We understand that Atal Amrit Abhiyan Society, Assam (SHA) is not bound to accept the lowest or any proposal or to give any reason for award, or for the rejection of any proposal.

I confirm that I have authority of [*Insert Name of the C.A. Firm*] to submit the proposal and to negotiate on its behalf.

Yours faithfully

(Seal and Signature)

**Form T -2**  
**Format for Technical Proposal**

| Sl. No. | Particulars   | Supporting documents required to be submitted along with this form |
|---------|---|--|
| 1.      | Name of the Firm  |  |
| 2.      | Addresses of the firm<br><b>Head Office Address:</b><br>Phone No.<br>Email:<br>Mobile No. of Head Office in charge<br>Date of Establishment of the firm<br>Date since when is H.O at the existing Station<br><b>Branch Office Address:</b><br>Phone No.<br>Email:<br>Mobile No. of Head Office in charge<br>Date of Establishment of the firm<br>(Particulars of each Branch to be given.<br>Mention the date of establishment of each branch offices since when existed at the existing place) |  |
| 3.      | Firm Income Tax Pan No.<br>(Attached copy of PAN card)  |  |
| 4.      | Firm GST Registration No.<br>(Attached copy of Registration)  |  |
| 5.      | Firm's Registration no. with ICAI<br>(Attach a copy of certificate downloaded from ICAI websites showing the name and address of H.O., B.O and partner etc.   |  |
| 6.      | Empanelment no.<br>(Attach proof of empanelment with C&AG for the year 2023-24/2024-25 confirming that the firm is eligible for PSU audit   |  |
| 7.      | No. of years of firm existence and date of establishment of firm<br>(Attach copy of Partnership Deed)   |  |
| 8.      | Turnover of the firm in the last three financial year 2020-21, 2021-22 and 2022-23.<br>Attach copy of Audited Balance Sheet and P&L Account for the last three years otherwise a Certificate issued by any C.A firm may also be provided in this regard providing the breakup of fees (Auditing Fees, Taxation, others)   |  |
| 9.      | Audit Experience of the firm (Copy of the offer letter and the fee charged for each assignment. Relevant evidences to be given of the turnover and fee):<br>(i) Number of Assignments in Commercial/Statutory Audit<br>(ii) Number of Assignments of Externally Aided Projects/Social Sector Project (excluding audit of Charitable Organisation)<br>(iii) Experience in the other relevant assignment  |  |



|     |  |  |
|-----|--|--|
| 10. | <p>Details of Partners (Attested copy of the certificates of ICAI not before 01.01.2023):<br/>Provide the following details</p> <p>(i) Number of Full Time Fellow Partners associated with the firm<br/>(ii) Name of each partner<br/>(iii) Date of becoming ACA<br/>(iv) Date of becoming FCA<br/>(v) Date of joining the firm<br/>(vi) Membership No.<br/>(vii) Qualification<br/>(viii) Experience<br/>(ix) Whether the partners are engaged full time or part time with the firm<br/>(x) Their Contact Mobile No. Email and Full Address</p> |  |
| 11. | Attached copy of the RFP duly seal and signed by the Proprietor/Partner of the firm in each and every page.  |  |
| 12. | EMD of Rs. 10,000/- (Rupees Ten Thousand Only) in the form of a Demand Draft (DD) from any scheduled/ Nationalized Bank drawn in Favor of Atal Amrit Abhiyan Society, Assam payable at Guwahati in a proper sealed Envelope Super scribed RFP Title and Tender No. Bidders are requested to write their name and full address at the back of Demand Draft (Overleaf).  |  |
| 13. | Bid Processing Fee of Rs. 500/- (Rupees Five Hundred Only) in the form of a Demand Draft (DD) from any scheduled/ Nationalized Bank drawn in Favor of Atal Amrit Abhiyan Society, Assam payable at Guwahati in a proper sealed Envelope Super scribed RFP Title and Tender No. Bidders are requested to write their name and full address at the back of Demand Draft (Overleaf).  |  |
| 14. | Court Fee Stamp of Rs. 8.25/- (Rupees Eight and Twenty-Five Paise only)  |  |



**Form T-3**

- 1) Details of Qualified Staff (Chartered Accountants) – Please provide a self-attested copy of certificate of ICAI as on 01.01.2023 for each qualified staff

| Sl. No. | Name of Staff | Length of Association with the firm (in years) | Educational Qualification | Areas of Key Expertise | Membership No. | Relevant Experience |
|---------|---------------|--|---------------------------|------------------------|----------------|---------------------|
|         |               |  |                           |                        |                |                     |

- 2) Details of Semi qualified Staff (including Article Clerks etc.)

| Sl. No. | Name of Staff | Semi Qualified Staff/ Article Clerks/Others | Length of Association with the firm (in years) | Educational Qualification | Areas of Key Expertise | Membership No. | Relevant Experience |
|---------|---------------|---|--|---------------------------|------------------------|----------------|---------------------|
|         |               |   |  |                           |                        |                |                     |

**Form T-4**

- 1) Experience of Audit in relation to External Aided Projects/State's Social Sector Projects (Excluding the audit of Charitable Institutions and NGOs)

| Sl. No. | Name of the Auditee Organizations | Grants-in-aids handled of the auditee organization | Type/Nature of Assignment | Scope and coverage of the assignment | Duration/Completion of Assignment | Proof of letter of work or assignment awarded by the auditee organization (attach a copy of the letter) |
|---------|-----------------------------------|--|---------------------------|--------------------------------------|-----------------------------------|---|
|         |                                   |  |                           |                                      |                                   |   |

- 2) Experience of Audit in Commercial Sector/PSUs etc.

| Sl. No. | Name of the Auditee Organizations | Grants-in-aids handled of the auditee organization | Type/Nature of Assignment | Scope and coverage of the assignment | Duration/Completion of Assignment | Proof of letter of work or assignment awarded by the auditee organization (attach a copy of the letter) |
|---------|-----------------------------------|--|---------------------------|--------------------------------------|-----------------------------------|---|
|         |                                   |  |                           |                                      |                                   |   |

**Form T-5**

**Format for Financial Bid**

(To be submitted in a separate sealed envelope clearly marked

**“FINANCIAL PROPOSAL FOR THE APPOINTMENT OF FOR THE APPOINTMENT OF AUDITOR FOR PUBLIC EHCPs OF ATAL AMRIT ABHIYAN SOCIETY TO CONDUCT COMPLIANCE AUDIT FOR THE FY 2018-19 TO 2023-24” followed with a warning note “DO NOT OPEN WITH THE TECHNICAL PROPOSAL”)**

| Particulars                                   | Total Amount (in rupees)  |
|---|---|
| AUDIT FEE<br>(a) Audit Fees per District Zone | (Both in Numeric and in words)<br>Rs. _____/-<br><br>Rupees _____ |
| (b) GST                                       | Rs. _____/-<br><br>Rupees _____                                   |
| (c) Total Fees                                | Rs. _____/-<br><br>Rupees _____                                   |

**Note:**

- (i) Percentage of funds involved shall not be a basis of quoting the Audit Fee.
- (ii) No TA/DA shall be paid apart from the Auditors Fee.
- (iii) Quote should not be less than 1,20,000/- (excl. GST). If found, firm shall be disqualified.
- (iv) Firms quoting Rs. 1,20,000/- (excl. GST) or above shall be considered for the comparison purpose.

**Form T-6**  
**Draft Contract Agreement**

THIS CONTRACT “For Appointment of Auditor for Public EHCPs of Atal Amrit Abhiyan Society to Conduct Compliance Audit for the FY 2018-19 to 2023-24” is entered into this [insert Date], by and between Chief Executive Officer, Atal Amrit Abhiyan Society, Assam, (“Client”) having its principal office at 3<sup>rd</sup> Floor, Nayantara Supermarket Complex, Six Mile, Guwahati – 781022, and [Auditor Firm Name] (“the Auditor”) having its principal office located at [Auditor Firm Address].

WHEREAS, the Client wishes to have the Auditor perform the services hereinafter referred to, and WHEREAS, the Auditor is willing to perform the services,

NOW THEREFORE THE PARTIES hereby agree as follows:

- 1. Services:** The Auditor shall perform the services as per the terms and conditions of the RFP. The Auditor shall provide the personnel “Auditors Personnel” to perform the services as per the proposal. The Auditor shall submit Clients Reports in the prescribed forms and within the time period “Auditor Reporting Obligations”.
- 2. Period of Contract/duration:** The contract shall be for a period of 1 (one) year from the date of signing of the Contract Agreement.
- 3. Payment:** For Service rendered pursuant to RFP, the client shall pay the Auditor an amount not to exceed Rs. \_\_\_\_\_ (inclusive of taxes) (Rupees \_\_\_\_\_ Only). This amount has been established based on the understanding that it includes all of the Auditor’s costs and profits exclusive of tax obligations that may be imposed on the Auditor. The statutory tax obligations that may be imposed on the Auditor. The statutory taxes obligations shall be paid by the Client separately as applicable.  
The Audit fees after statutory deductions shall be released after fulfilment of the following conditions:
  - (i) Submission of Audit Report within the stipulated time.
  - (ii) Submission of Executive Summary Report within the stipulated time
  - (iii) Review of Action Taken Report of previous Audit Report.

The bills shall be paid within 30 days of submission the bills.

- 4. Performance Standard:** The Auditor undertakes to perform the Services with the highest standards of professional and ethical competence and integrity in line with the Engagement & Quality Control Standards issued by ICAI. Specific reference is invited to standard (SA 600 – AAS 10- relying on work of another auditor) and SA 230 (AAS 3 - Documentation). The Auditor shall promptly replace any employees assigned under this Contract that the Client considers unsatisfactory and any substitution of staff, if necessary, shall be with a staff of at least the same level of qualifications.
- 5. Ownership of Material:** Any studies report or other material, graphic, software or otherwise, prepared by the Auditor for the Client under the Contract shall belong to and remain the property of the Client. The Auditor may retain a copy of such documents and software.
- 6. Assignment:** The Auditor shall not assign this Contract or sub-contract any portion of it without the Clients prior consent.
- 7. Law Governing Contract and Language:** The Contract shall be governed by the laws of Government of India and the language of the Contract shall be English.
- 8. Dispute Resolution:** Any dispute arising out of the Contract, which cannot be amicably settled between the parties, shall be referred to adjudication/arbitration in accordance with the laws of the Government of India.
- 9.** The RFP for Appointment of Auditor for Public EHCPs of Atal Amrit Abhiyan Society to Conduct Compliance Audit for the FY 2018-19 to 2023-24 vide tender no. PMJAY/Assam/Tender for Appointment of Auditor for Public Hospitals/2023-24/141/3178 dtd. 17/02/2024 is a part of this Contract Agreement.
- 10.** The Contract Agreement shall come into effect from the date of signing of the Agreement and shall remain till the .....

**Annexure – I**  
**Public EHCPs of Atal Amrit Abhiyan Society**

| Sl. No. | Name of the Hospital                | Hospital Code | District           |
|---------|-------------------------------------|---------------|--------------------|
| 1       | Baraigram Model Hospital            | HOSP18G106827 | Karimganj          |
| 2       | Barjalenga MPHC                     | HOSP18G106768 | Cachar             |
| 3       | Bikrampur BPHC                      | HOSP18G106772 | Cachar             |
| 4       | Borkhola PHC                        | HOSP18G106774 | Cachar             |
| 5       | Chargola MPHC                       | HOSP18G106828 | Karimganj          |
| 6       | Dholai BPHC                         | HOSP18G106782 | Cachar             |
| 7       | Girishganj Model Hospital           | HOSP18G106830 | Karimganj          |
| 8       | Kalain CHC                          | HOSP18G106793 | Cachar             |
| 9       | Kaliganj MPHC                       | HOSP18G116409 | Karimganj          |
| 10      | Karimganj Civil Hospital            | HOSP18G67076  | Karimganj          |
| 11      | Katigora Model Hospital             | HOSP18G106835 | Cachar             |
| 12      | Narsingpur MPHC                     | HOSP18G106824 | Cachar             |
| 13      | Patherkandi CHC                     | HOSP18G116411 | Karimganj          |
| 14      | RK Nagar MPHC                       | HOSP18G106839 | Karimganj          |
| 15      | S.M Dev Civil Hospital, Silchar     | HOSP18G60653  | Cachar             |
| 16      | Silchar Medical College             | HOSP18G36469  | Cachar             |
| 17      | Sonabarighat SHC                    | HOSP18G106841 | Cachar             |
| 18      | Sonai PHC                           | HOSP18G106816 | Cachar             |
| 19      | Srigouri CHC                        | HOSP18G116412 | Karimganj          |
| 20      | Udharbond BPHC                      | HOSP18G106808 | Cachar             |
| 21      | Algapur Model Hospital              | HOSP18G106765 | Hailakandi         |
| 22      | katlichera BPHC                     | HOSP18G106794 | Hailakandi         |
| 23      | Lala CHC                            | HOSP18G106798 | Hailakandi         |
| 24      | S.K Roy Civil Hospital, Hailakandi  | HOSP18G67082  | Hailakandi         |
| 25      | Bakalia CHC                         | HOSP18G106767 | Karbi Anglong      |
| 26      | Diphu Civil Hospital                | HOSP18G60650  | West Karbi Anglong |
| 27      | Diphu Medical College and Hospital  | HOSP18G119810 | West Karbi Anglong |
| 28      | Dokmoka MPHC                        | HOSP18G106783 | Karbi Anglong      |
| 29      | Donkamokam CHC                      | HOSP18G106735 | West Karbi Anglong |
| 30      | Hafflong Civil Hospital, Dima Hasao | HOSP18G60654  | Dima Hasao         |
| 31      | Howraghat CHC                       | HOSP18G106790 | Karbi Anglong      |
| 32      | Kheroni Model Hospital              | HOSP18G106745 | West Karbi Anglong |
| 33      | District Civil Hospital             | HOSP18G169279 | Hojai              |
| 34      | Doboka CHC                          | HOSP18G106734 | Hojai              |
| 35      | Hojai FRU                           | HOSP18G106789 | Hojai              |
| 36      | Lanka BPHC                          | HOSP18G106749 | Hojai              |
| 37      | Lumding FRU                         | HOSP18G106750 | Hojai              |
| 38      | MG Model Hospital Nilbagan          | HOSP18G106756 | Hojai              |
| 39      | Bhogeswari Phukanani Civil Hospital | HOSP18G67071  | Nagaon             |
| 40      | Dagaon BPHC                         | HOSP18G106829 | Nagaon             |
| 41      | Dhing FRU                           | HOSP18G106781 | Nagaon             |
| 42      | JakhalaBandha FRU                   | HOSP18G106741 | Nagaon             |
| 43      | Juria MPHC                          | HOSP18G106833 | Nagaon             |

| Sl. No. | Name of the Hospital                          | Hospital Code | District     |
|---------|---|---------------|--------------|
| 44      | Kachua Model Hospital                         | HOSP18G106834 | Nagaon       |
| 45      | KALIABOR SUB DIVISIONAL CIVIL HOSPITAL        | HOSP18G106741 | Nagaon       |
| 46      | Kampur FRU                                    | HOSP18G106742 | Nagaon       |
| 47      | Kathiatoli Block PHC                          | HOSP18G106743 | Nagaon       |
| 48      | Kawaimari FRU                                 | HOSP18G106836 | Nagaon       |
| 49      | MCH Wing B.P Civil Hospital                   | HOSP18G116400 | Nagaon       |
| 50      | NAGAON MEDICAL COLLEGE AND HOSPITAL           | HOSP18G116400 | Nagaon       |
| 51      | Rupahi Model Hospital                         | HOSP18G106840 | Nagaon       |
| 52      | Samaguri BPHC                                 | HOSP18G106820 | Nagaon       |
| 53      | Silongoni Amtola MPHC                         | HOSP18G106760 | Nagaon       |
| 54      | Bhuragaon SHC                                 | HOSP18G106771 | Morigaon     |
| 55      | Lahorighat Model Hospital                     | HOSP18G106796 | Morigaon     |
| 56      | M.G Model Hospital, Nakhola                   | HOSP18G106806 | Morigaon     |
| 57      | Moirabari FRU                                 | HOSP18G106807 | Morigaon     |
| 58      | Morigaon Civil Hospital                       | HOSP18G60646  | Morigaon     |
| 59      | Alopati MPHC                                  | HOSP18G106826 | Barpeta      |
| 60      | Barpeta Civil Hospital, Kalgachia             | HOSP18G67075  | Barpeta      |
| 61      | Barpeta Road FRU                              | HOSP18G106769 | Barpeta      |
| 62      | Chenga BPHC                                   | HOSP18G106778 | Barpeta      |
| 63      | DR Rabi Boro District Civil Hospital, Baksa   | HOSP18G67080  | Baksa        |
| 64      | Fakruddin Ali Ahmend Medical College, Barpeta | HOSP18G36470  | Barpeta      |
| 65      | Kumarikata SD                                 | HOSP18G106747 | Baksa        |
| 66      | Mandia Model hospital                         | HOSP18G106838 | Barpeta      |
| 67      | SWAHID M.R SDCH, Pathsala                     | HOSP18G106814 | Barpeta      |
| 68      | TAMULPUR CHC                                  | HOSP18G106812 | Baksa        |
| 69      | Tamulpur PHC                                  | HOSP18G106812 | Baksa        |
| 70      | Cardiothoracic and Neurosciences Centre GMCH  | HOSP18G143620 | Kamrup Metro |
| 71      | GMC Cancer Hospital                           | HOSP18G36473  | Kamrup Metro |
| 72      | M&CW Hospital, Dhirenpara                     | HOSP18G106800 | Kamrup Metro |
| 73      | Mahendra Mohan Chaudhary hospital             | HOSP18G88594  | Kamrup       |
| 74      | Mukalmua FRU                                  | HOSP18G106753 | Nalbari      |
| 75      | Nalbari Medical College And Hospital          | HOSP18G67077  | Nalbari      |
| 76      | Sonapur district Hospital, Kamrup(M)          | HOSP18G67083  | Kamrup Metro |
| 77      | Swahid Mukunda Kakati Civil Hospital, Nalbari | HOSP18G67077  | Nalbari      |
| 78      | Abhayapuri CHC                                | HOSP18G106763 | Bongaigaon   |
| 79      | Bongaigaon Civil Hospital                     | HOSP18G60656  | Bongaigaon   |
| 80      | Chalantapara MPHC                             | HOSP18G106775 | Bongaigaon   |
| 81      | Lengtisingha MPHC                             | HOSP18G106799 | Bongaigaon   |
| 82      | Manikpur Model Hospital                       | HOSP18G106802 | Bongaigaon   |
| 83      | Ambari Bazar Model Hospital                   | HOSP18G106766 | Goalpara     |
| 84      | Dhudnoi CHC&FRU                               | HOSP18G106738 | Goalpara     |
| 85      | Goalpara Civil Hospital                       | HOSP18G67074  | Goalpara     |

| Sl. No. | Name of the Hospital                              | Hospital Code | District                   |
|---------|---|---------------|----------------------------|
| 86      | Jwhlwao Swmla Brahma Civil Hospital,Chirang       | HOSP18G67081  | Chirang                    |
| 87      | Krishnai MPHC                                     | HOSP18G106795 | Goalpara                   |
| 88      | Lakhipur CHC/BPHC                                 | HOSP18G106797 | Goalpara                   |
| 89      | Matia Model Hospital                              | HOSP18G106803 | Goalpara                   |
| 90      | Simlitali MPHC                                    | HOSP18G106818 | Goalpara                   |
| 91      | Boko PHC/CHC/FRU                                  | HOSP18G106728 | Kamrup                     |
| 92      | Gauhati Medical College & Hospital                | HOSP18G36467  | Kamrup                     |
| 93      | Hajo BPHC   | HOSP18G106788 | Kamrup                     |
| 94      | Hajo BPHC/CHC/FRU-PMJAY                           | HOSP18G106788 | Kamrup                     |
| 95      | Rangia CHC FRU SDCH                               | HOSP18G106757 | Kamrup                     |
| 96      | Tularam Bafna Civil Hospital                      | HOSP18G67073  | Kamrup                     |
| 97      | Agomani CHC                                       | HOSP18G106725 | Dhubri                     |
| 98      | BILASIPARA MODEL HOSPITAL                         | HOSP18G166086 | Dhubri                     |
| 99      | Chapar CHC  | HOSP18G106777 | Dhubri                     |
| 100     | Dhubri Civil Hospital,Dhubri                      | HOSP18G67084  | Dhubri                     |
| 101     | Dhubri Medical College and Hospital               | HOSP18G67084  | Dhubri                     |
| 102     | Gauripur CHC                                      | HOSP18G106784 | Dhubri                     |
| 103     | Golakganj PHC                                     | HOSP18G106787 | Dhubri                     |
| 104     | Halakura CHC                                      | HOSP18G106831 | Dhubri                     |
| 105     | M.G Model Hospital,Bogribari                      | HOSP18G106805 | Dhubri                     |
| 106     | TAMARHAT MPHC                                     | HOSP18G106813 | Dhubri                     |
| 107     | Airkata S.C                                       | HOSP18G106764 | South Salmara<br>Mancachar |
| 108     | Dotma CHC   | HOSP18G106737 | Kokrajhar                  |
| 109     | Gazarikandi Block PHC                             | HOSP18G106785 | South Salmara<br>Mancachar |
| 110     | Kokrajhar Medical College and Hospital            | HOSP18G168079 | Kokrajhar                  |
| 111     | Mancachar CHC                                     | HOSP18G106801 | South Salmara<br>Mancachar |
| 112     | RNB Civil Hospital                                | HOSP18G106758 | Kokrajhar                  |
| 113     | RNB Civil Hospital,Kokrajhar                      | HOSP18G67079  | Kokrajhar                  |
| 114     | RNB SDCH, Gosaoigaon                              | HOSP18G106758 | Kokrajhar                  |
| 115     | Subdivisional Civil Hospital,Panbari,Hatsingimari | HOSP18G106832 | South Salmara<br>Mancachar |
| 116     | Dhekiajuli CHC                                    | HOSP18G106780 | Sonitpur                   |
| 117     | Garubandha SD                                     | HOSP18G106842 | Sonitpur                   |
| 118     | Kanaklata Civil Hospital, Tezpur                  | HOSP18G60651  | Sonitpur                   |
| 119     | Kharupetia CHC                                    | HOSP18G106744 | Darrang                    |
| 120     | Mangaldoi Civil Hospital, Mangaldoi               | HOSP18G67072  | Darrang                    |
| 121     | North Jamugiri CHC                                | HOSP18G106823 | Sonitpur                   |
| 122     | Orang CHC   | HOSP18G106822 | Udalguri                   |
| 123     | Rowta Model Hospital                              | HOSP18G106821 | Udalguri                   |
| 124     | Tangla CHC  | HOSP18G106811 | Udalguri                   |
| 125     | Tezpur Medical College                            | HOSP18G36471  | Sonitpur                   |
| 126     | Udalguri Civil Hospital                           | HOSP18G60647  | Udalguri                   |

| Sl. No. | Name of the Hospital                     | Hospital Code | District  |
|---------|--|---------------|-----------|
| 127     | Bihpuria CHC                             | HOSP18G106726 | Lakhimpur |
| 128     | Bongalmora CHC                           | HOSP18G106729 | Lakhimpur |
| 129     | Dhakuakhana SDCH                         | HOSP18G106732 | Lakhimpur |
| 130     | Lakhimpur Civil Hospital                 | HOSP18G67078  | Lakhimpur |
| 131     | Lakhimpur Medical College and Hospital   | HOSP18G67078  | Lakhimpur |
| 132     | Laluk Model Hospital                     | HOSP18G106748 | Lakhimpur |
| 133     | Nawboicha CHC                            | HOSP18G106755 | Lakhimpur |
| 134     | Biswanath Chariali SDCH                  | HOSP18G106727 | Biswanath |
| 135     | Gohpur SDCH                              | HOSP18G106739 | Biswanath |
| 136     | Chapakhowa FRU                           | HOSP18G106776 | Tinsukia  |
| 137     | Chimenmukh PHC                           | HOSP18G106779 | Dhemaji   |
| 138     | Dhemaji Civil Hospital                   | HOSP18G60648  | Dhemaji   |
| 139     | Digboi CHC                               | HOSP18G106733 | Tinsukia  |
| 140     | DOOMDOOMA FRU                            | HOSP18G106736 | Tinsukia  |
| 141     | Gogamukh CHC                             | HOSP18G106786 | Dhemaji   |
| 142     | LGB Civil Hospital, Tinsukia             | HOSP18G60649  | Tinsukia  |
| 143     | Mragherita FRU                           | HOSP18G106751 | Tinsukia  |
| 144     | Silapathar Model Hospital                | HOSP18G106759 | Dhemaji   |
| 145     | Assam Medical College Dibrugarh          | HOSP18G36468  | Dibrugarh |
| 146     | Lahowal BPHC                             | HOSP18G106837 | Dibrugarh |
| 147     | Moran Tiloi CHC                          | HOSP18G106752 | Dibrugarh |
| 148     | Naharani CHC                             | HOSP18G106754 | Dibrugarh |
| 149     | TENGA KHAT MAHATMA GANDHI MODEL HOSPITAL | HOSP18G106810 | Dibrugarh |
| 150     | Demow Model Hopital                      | HOSP18G106730 | Sivasagar |
| 151     | Karmasree Hiteswar Saikia SDCH           | HOSP18G106746 | Sivasagar |
| 152     | KSHS SDCH                                | HOSP18G106746 | Sivasagar |
| 153     | LAKHIPUR BLOCK PHC                       | HOSP18G166066 | Charaideo |
| 154     | Sivasagar Civil Hospital                 | HOSP18G60655  | Sivasagar |
| 155     | Sonari SDCH                              | HOSP18G106761 | Charaideo |
| 156     | Dergaon CHC                              | HOSP18G106731 | Golaghat  |
| 157     | Jorhat Medical College                   | HOSP18G36472  | Jorhat    |
| 158     | Kushal Konwar Civil Hospital, Golaghat   | HOSP18G60652  | Golaghat  |
| 159     | Majuli District Hospital (Garmur SDCH )  | HOSP18G93397  | Majuli    |
| 160     | Merapani CHC                             | HOSP18G106804 | Golaghat  |
| 161     | Sarupathar CHC                           | HOSP18G106819 | Golaghat  |
| 162     | Swahid Kamala Miri Civil Hospital        | HOSP18G106817 | Golaghat  |
| 163     | Teok FRU                                 | HOSP18G106762 | Jorhat    |
| 164     | Titabar SDCH                             | HOSP18G106809 | Jorhat    |



**Annexure – II**  
**Specified Reports of each Public EHCPs**

Hospital Name :  
Hospital Code :  
Hospital District :

| Sl. No. | Particulars   | Response (Yes/No)             | Remarks |
|---------|---|-------------------------------|---------|
| 1.      | Whether compliance audit covers all activities being implemented by the SHA in the Public EHCP  |                               |         |
| 2.      | Whether compliance audit covers the entire process of the hospital claims payment (from pre-auth to final claims received to expenditure thereof.)  |                               |         |
| 3.      | Whether 100% audit is carried out of the claim funds at the disposal of the Public EHCP's.  |                               |         |
| 4.      | Whether 100% audit is carried out of the imprest funds at the disposal of the Public EHCP's.  |                               |         |
| 5.      | Whether statement of expenditure is verified by the auditors.   |                               |         |
| 6.      | Whether scrutiny of income and expenses, Bank Reconciliation Statement (BRS), accounting of fixed assets etc. as per the guidelines issued by the Government of Assam, SHA or National Health Authority is carried out. |                               |         |
| 7.      | Whether physical verification of stock/fixed assets is carried out  |                               |         |
| 8.      | Details of expenditure made from AB-PMJAY/AAA/AA-MMJAY claims as per NHA and Government of Assam Guidelines   | <b>Report on appendix - A</b> |         |

**Appendix - A**

| FY      | Expenditure on (Amount)    |                                |  |   |  |                         |                        |
|---------|----------------------------|--------------------------------|--|---|--|-------------------------|------------------------|
|         | Staff Incentives to Medico | Staff Incentives to Non-Medico | Human Resources: Salaries for personnel recruited primarily for AB-PMJAY/AAA in the hospital | Medicines, consumables, and pathology/radiology tests | Hospital upgradation & Quality Improvement | Administrative expenses | Total Expenditure Amt. |
|         | A                          | B                              | C  | D   | E  | F                       | G = A+B+C+D+E+F        |
| 2018-19 |                            |                                |  |   |  |                         |                        |
| 2019-20 |                            |                                |  |   |  |                         |                        |
| 2020-21 |                            |                                |  |   |  |                         |                        |
| 2021-22 |                            |                                |  |   |  |                         |                        |
| 2022-23 |                            |                                |  |   |  |                         |                        |
| 2023-24 |                            |                                |  |   |  |                         |                        |

N.B.: Expenditure incurred out of the scope the Guidelines issued by the NHA and Govt. of Assam should submit the report separately.



**Annexure – III**  
**District Zone wise nos. of Public EHCPs**

| Zone                | District                   | Hospital Type   |                |                       |             |
|---------------------|----------------------------|-----------------|----------------|-----------------------|-------------|
|                     |                            | Medical College | Civil Hospital | Other Public Hospital | Grand Total |
| <b>Zone - 1</b>     | Cachar                     | 1               | 1              | 10                    | <b>12</b>   |
|                     | Karimganj                  | 0               | 1              | 7                     | <b>8</b>    |
| <b>Zone - 2</b>     | Dima Hasao                 | 0               | 1              | 0                     | <b>1</b>    |
|                     | Hailakandi                 | 0               | 1              | 3                     | <b>4</b>    |
|                     | Hojai                      | 0               | 1              | 5                     | <b>6</b>    |
|                     | Karbi Anglong              | 0               | 0              | 3                     | <b>3</b>    |
|                     | West Karbi Anglong         | 1               | 1              | 2                     | <b>4</b>    |
| <b>Zone - 3</b>     | Morigaon                   | 0               | 1              | 4                     | <b>5</b>    |
|                     | Nagaon                     | 1               | 3              | 11                    | <b>15</b>   |
| <b>Zone - 4 (a)</b> | Baksa                      | 0               | 1              | 3                     | <b>4</b>    |
|                     | Barpeta                    | 1               | 1              | 5                     | <b>7</b>    |
|                     | Nalbari                    | 1               | 1              | 1                     | <b>3</b>    |
| <b>Zone - 4 (b)</b> | Kamrup Metro               | 2               | 0              | 2                     | <b>4</b>    |
| <b>Zone - 5 (a)</b> | Bongaigaon                 | 0               | 1              | 4                     | <b>5</b>    |
|                     | Chirang                    | 0               | 1              | 0                     | <b>1</b>    |
|                     | Goalpara                   | 0               | 1              | 6                     | <b>7</b>    |
| <b>Zone - 5 (b)</b> | Kamrup                     | 1               | 1              | 5                     | <b>7</b>    |
| <b>Zone - 6</b>     | Dhubri                     | 1               | 1              | 8                     | <b>10</b>   |
|                     | Kokrajhar                  | 1               | 2              | 2                     | <b>5</b>    |
|                     | South Salmara<br>Mancachar | 0               | 1              | 3                     | <b>4</b>    |
| <b>Zone - 7</b>     | Darrang                    | 0               | 1              | 1                     | <b>2</b>    |
|                     | Lakhimpur                  | 1               | 1              | 5                     | <b>7</b>    |
|                     | Sonitpur                   | 1               | 1              | 3                     | <b>5</b>    |
|                     | Udalguri                   | 0               | 1              | 3                     | <b>4</b>    |
| <b>Zone - 8</b>     | Biswanath                  | 0               | 0              | 2                     | <b>2</b>    |
|                     | Dhemaji                    | 0               | 1              | 3                     | <b>4</b>    |
|                     | Dibrugarh                  | 1               | 0              | 4                     | <b>5</b>    |
|                     | Tinsukia                   | 0               | 1              | 4                     | <b>5</b>    |
| <b>Zone - 9</b>     | Charaideo                  | 0               | 0              | 2                     | <b>2</b>    |
|                     | Golaghat                   | 0               | 2              | 3                     | <b>5</b>    |
|                     | Jorhat                     | 1               | 0              | 2                     | <b>3</b>    |
|                     | Majuli                     | 0               | 0              | 1                     | <b>1</b>    |
|                     | Sivasagar                  | 0               | 1              | 3                     | <b>4</b>    |
| <b>Grand Total</b>  |                            | <b>14</b>       | <b>30</b>      | <b>120</b>            | <b>164</b>  |

-----END OF THE TENDER DOCUMENT-----