

# **NATIONAL INSTITUTE OF URBAN AFFAIRS**

## **Request for Proposal**

**Dated: 22 January, 2021**

National Institute of Urban Affairs (NIUA) is a premier institute for research, capacity building and dissemination of knowledge for the urban sector in India. NIUA is an autonomous body of Ministry of Housing & Urban Affairs registered under Societies Registration Act of 1860.

NIUA conducts research in emerging themes such as urbanization, urban policy and planning, municipal finance and governance, land economics, transit oriented development, urban livelihoods, environment and climate change and smart cities etc. NIUA have a large number of Projects from Central Govt., State Govt., National and International Agencies.

NIUA has a turn over of around Rs. 50-60 Crores per annum with around 200 employees including consultants. NIUA is registered under section 12 A (a) & 80 G of the Income Tax Act, 1961 and have a CPF Scheme approved by Deptt. of Pension & Pensioners Welfare.

NIUA is in the process of appointing a firm/company of Chartered Accountants, preferably from the panel of CAG, for statutory audit etc. of NIUA annual accounts etc, having a minimum of 10 years experience in auditing annual accounts, FCRA, CPF accounts, filing of annual income tax returns and assessment of IT returns etc. of similar institutions/bodies.

NIUA invites the "Request for Proposal" for the appointment of a firm/company of Chartered Accountants, as Statutory Auditors, for the Financial year 2020-21, having the qualifying experience mentioned in the previous para, for the scope of work mentioned here under:

01. Statutory audit of the Annual Accounts of the Institute;
02. Audit of the Contributory Provident Fund Accounts of the Institute
03. Audit under Foreign Contribution Regulation Act (FCRA) ;and
04. Filing of Annual Income Tax Return;

Please mention the charges for attending the assessment proceedings in case NIUA return comes under scrutiny, separately.

Interested Firms/Companies Chartered Accountant, having requisite experience, may kindly furnish the detailed Profile of their firm/company, with details of experience in the field, list of the organizations audited , financial turnover, empanelment details with CAG, if registered, number of

Chartered Accountants for the various fields in their firm/company along with the professional fee for the above scope of work.

In case of any clarification or information, please feel free to contact us at National Institute of Urban Affairs, 1<sup>st</sup> Floor, Core 4B, India Habitat Centre, Lodhi Road, New Delhi – 110003., Tel: (+91 11) 24617517, 24617543, 24617595, mail ID - [niua@niua.org](mailto:niua@niua.org)

Interested firms/companies may kindly submit their RFPs “Superscribed as RFP for appointment of Statutory Auditors at NITA for 2020-21” latest by 2<sup>nd</sup> February 2021 upto 5.00 pm.

Director

**Disclaimer: The Institute reserves the right to accept or reject the RFP for any or all firms/companies at its sole discretion.**