



GOVT OF ASSAM
OFFICE OF THE DISTRICT COMMISSIONER
LAKHIMPUR DISTRICT: NORTH LAKHIMPUR
(Transformation & Development Branch)

Email ID: dc-lakhimpur@nic.in

Ph. 03752-222196

File No: TND-39/43/2026-DECP-LKPR

EXPRESSION OF INTEREST

For engagement of a Chartered Accountant firm for audit of MPLADS accounts of Lakhimpur district for the financial years 2023-24, 2024-25 and 2025-26

Sealed **Expression of Interest (EOI)** is hereby invited from eligible and reputed Chartered Accountant firms, fulfilling the eligibility conditions specified below, for engagement as Auditor for conducting audit of the accounts relating to the **Members of Parliament Local Area Development Scheme (MPLADS)** of Lakhimpur District for the financial years **2023-24, 2024-25 and 2025-26**, in accordance with the **MPLADS Guidelines, 2023** and instructions issued by the Ministry of Statistics and Programme Implementation (MoSPI), Government of India, from time to time.

1. Scope of Audit

1. Verification of receipts, payments and balances relating to MPLADS funds.
2. Verification of books of accounts, cash books, ledgers, bank statements and bank reconciliation statements.
3. Verification of Utilization Certificates and supporting vouchers/documents.
4. Verification of expenditure incurred against sanctioned MPLADS works.
5. Verification of compliance with the MPLADS Guidelines and applicable Government rules/instructions.
6. Verification of diversion of funds, inadmissible expenditure and expenditure not connected with sanctioned MPLADS works.
7. Verification of asset registers relating to assets created under MPLADS.
8. Verification of accounts and records of Implementing Agencies receiving MPLADS funds.
9. Verification of works undertaken through Trusts, Societies, Cooperative Societies and other eligible Implementing Agencies, wherever applicable.
10. Examination of outstanding advances, unspent balances and other financial irregularities, if any.
11. Identification and reporting of audit objections/observations.
12. Any other examination considered necessary for proper audit of MPLADS accounts.

2. Audit Period

The assignment shall cover FY 2023-24, FY 2024-25 and FY 2025-26. The selected firm shall conduct the audit year-wise and submit separate audit reports/certificates wherever required.

3. Audit Certificate

The selected Chartered Accountant firm shall furnish the MPLADS Audit Certificate in the prescribed format under Annexure-VII of the MPLADS Guidelines, 2023, along with the audit report and details of audit observations.

4. Eligibility Criteria

1. The firm should be a Chartered Accountant firm registered with the Institute of Chartered Accountants of India (ICAI) and should possess a valid Firm Registration Number (FRN).
2. The firm should be empanelled/approved by the Comptroller and Auditor General of India (C&AG) or Accountant General, Assam, as applicable under the MPLADS Guidelines, 2023
3. The firm should have valid PAN, GSTIN wherever applicable.
4. The firm should have experience in auditing Government Departments/PSUs/Autonomous Bodies/Societies/Schemes funded by Government, preferably experience relating to Government schemes.
5. The firm should not have been blacklisted /debarred by the Central Government, Government of Assam, any State Government, C&AG, ICAI or any Government organization as on the date of submission of EOI.
6. The firm should not have any conflict of interest with the audit assignment.
7. The firm should possess adequate manpower and infrastructure to complete the audit within the prescribed time.

5. Documents to be submitted

1. Copy of ICAI Firm Registration Certificate/Constitution Certificate.
2. Copy of valid CAG or AG empanelment/approval certificate, wherever applicable.
3. PAN card of the firm.
4. GST Registration Certificate, if applicable.
5. Details of partners/proprietors of the firm.
6. Details of relevant audit experience.
7. List of Government Departments/PSUs/Autonomous Bodies/Government schemes audited during the last 3 years.
8. Details of previous MPLADS audit assignments, if any.
9. Self-declaration regarding non-blacklisting/debarment.
10. Self-declaration regarding absence of conflict of interest.
11. Details of manpower proposed to be deployed for the assignment.
12. Copy of latest Income Tax Return acknowledgement/other financial credentials, if required.

6. Submission of Financial Quotation

1. The financial quotation shall be submitted separately in the prescribed format.
2. The firm shall quote its lump-sum professional fee for the complete

audit assignment covering all three financial years, inclusive of all professional charges and applicable taxes, except statutory taxes which are required to be charged separately as per law.

3. The quotation shall clearly indicate the professional fee for each financial year and the total amount.

7. Duration of Assignment

The engagement shall cover the audit of the financial years 2023-24, 2024-25 and 2025-26 only.

8. Time for Completion

The selected firm shall commence the audit immediately upon receipt of the engagement order and shall complete the audit and submit the prescribed Audit Certificate/report within the time stipulated by the District Administration, keeping in view the timelines prescribed under the MPLADS Guidelines.

9. Place of Audit

The audit shall ordinarily be conducted at the Office of the District Commissioner, Lakhimpur, and/or at the offices of the concerned Implementing Agencies, as required for verification of records.

10. Audit Records

The District Administration/concerned Implementing Agencies shall make available the relevant books of accounts, registers, vouchers, bank statements, sanction orders, Utilization Certificates, work records and other documents required for conducting the audit.

11. Travel and Other Expenses

No accommodation, Transportation or other boarding/lodging facilities shall be provided by this office in connection with the audit assignment. All such expenses shall be borne by the selected firm

12. Right of the Procuring Authority

1. The District Commissioner, Lakhimpur reserves the right to accept or reject any or all EOIs without assigning any reason.
2. Clarification/additional documents may be sought from any applicant.
3. The EOI process may be cancelled/modified in accordance with applicable rules.
4. Any other action permissible under the applicable procurement rules of Assam Public Procurement Rule 2020 and subsequent Government instructions may be taken.

13. Submission of EOI

The EOI shall be submitted in a sealed cover super scribed: "EOI FOR ENGAGEMENT OF CHARTERED ACCOUNTANT FIRM FOR AUDIT OF MPLADS ACCOUNTS OF LAKHIMPUR DISTRICT FOR FY 2023-24, 2024-25 & 2025-26" and addressed to The District Commissioner, Lakhimpur, D.C. Office, North Lakhimpur, District – Lakhimpur, Assam, PIN – _____.

14. Important Dates

Date of publication of EOI: **6th Oct, 2026.**

Last date for submission of EOI: **15th Oct, 2026.**

Date and time of opening of EOI: **16th Oct, 2026.**

Place of opening: Office of the District Commissioner, Lakhimpur

Digitally signed by

PRONAB JIT KAKOTY

Date: 05-10-2026

18:05:32

**District Commissioner
Lakhimpur**

Memo No.: TND-39/43/2026-DECP-LKPR-A-

Copy to:

1. The Secretary to the Govt of Assam, Transformation & Development Department, Government of Assam, Dispur, Guwahati - 6, for information.
2. The State Nodal Authority for MPLADS, Assam, for information.
3. The Accountant General, Assam, for information, as appropriate.
4. DIPRO, Lakhimpur, is directed to publish the above EOI in one Assamese Daily and one English Daily newspaper for wide publicity.
5. Notice Board, D.C. Office, Lakhimpur.
6. District website, Lakhimpur.

[e-Signed]

**District Commissioner
Lakhimpur**

ANNEXURE-I
TECHNICAL ELIGIBILITY INFORMATION

Sl. No.	Particulars	Details / Enclosure
1	Name of CA Firm	
2	ICAI Firm Registration Number	
3	Year of establishment	
4	C&AG Empanelment/Approval details	
5	AG Assam panel/recommendation details, if applicable	
6	PAN	
7	GSTIN	
8	Name of Proprietor/Partners	
9	Relevant Government audit experience	
10	MPLADS audit experience, if any	
11	Details of manpower proposed	
12	Whether blacklisted/debarred (Yes/No)	
13	Contact address, phone and email	

ANNEXURE-II
FINANCIAL QUOTATION FORM

Name of CA Firm: _____

Firm Registration No.: _____

Sl. No.	Financial Year	Professional Fee (₹)	Remarks
1	2023-24		
2	2024-25		
3	2025-26		
	Total Professional Fee		
	GST / applicable taxes		
	Grand Total		

Declaration

I/We hereby declare that the information furnished above is true and correct to the best of my/our knowledge and that the firm agrees to abide by the terms and conditions of the EOI and the applicable Government rules/instructions.

Signature of Authorized Signatory: _____

Name: _____

Designation: _____

Seal of Firm: _____

Date: _____