



Expression of Interest (EOI)
For
Empanelment of Chartered Accountant Firm for the
Accounts/ Financial Works and Financial / statutory audit of Institute
of Digital Education and Employment Development for
F.Y. 2026-27 to F.Y. 2027-28

Date of Issue of EOI: 13th May, 2026

Last Date of Submission: 10th June, 2026 up to 15:00 hrs

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SECTION I

NOTICE FOR INVITING EXPRESSION OF INTEREST

Institute of Digital Education and Employment Development (IDEED) is a autonomous body under ISTEM, Govt of India for regulation of profession of STEM, Skills and Livelihood & R&D Education in India.

Through this notice for expression of interest, IDEED is inviting applications from eligible Chartered Accountants Firms for the Accounts/ Financial Works and Financial / statutory audit of IDEED for F.Y. 2026-27 to F.Y. 2027-28.

Note:

No sub-letting of the assignment will be allowed.

The IDEED reserves the right to call for any other details or information from any of the CA/ CA firms.

IDEED reserves the right to cancel the entire empanelment process without assigning any reason.

DISCLAIMER: There is no commitment or obligations, whatsoever on the part of the issuer of this process, or officials associated with it within the Institute, regarding the implementation for any future plans. Any assumptions made by bidders, on the basis of information shared herein, will be at their own risk and responsibility

Bidder Signature With Seal

SECTION II ELIGIBILITY CRITERIA

The CA/ CA Firms having at least 3 full-time Partners with minimum standing of 5 years in Practice of each such partner as on 1st January 2025 will be eligible to apply.

Disqualifications: The Chartered Accountants Firm shall not be eligible to apply if:

The Chartered Accountants Firm or any of its partners has been declared guilty of any professional and/or other misconduct under the provisions of the Chartered Accountants Act, 1949 during the current year and immediately preceding five years.

The firm or any of its partners have any pecuniary or other interest in the IDEED such as faculty, examiner, observer etc.

The Chartered Accountants Firm while expressing their interest shall be required to submit a declaration, duly signed by the partner of the firm that they meet the above criteria and do not suffer from any of the above disqualifications and the details furnished in this regard are true and correct. Any incorrect/misleading information furnished shall lead to the rejection of the application and any other consequences as may be decided by IDEED.

Preference shall be given to following additional criteria:

Experience of auditing of government or statutory bodies and/or educational institutions

Head office is situated in Jaipur / Delhi

Annual receipt of the firm as per the previous year Audited Annual Accounts should not be less than 25 lacs.

SECTION III SCOPE OF WORK

Financial Work / Audit will be undertaken in accordance with the Department / Statutory Audit Standards issued by the Institute of Chartered Accountants of India to the extent they are applicable to the Institute of Digital Education and Employment Development / Educational Institutes / STEM R&D Institutes.

Maintain Books of accounts and ancillary records of the Institute.

Audit of Books of accounts and ancillary records of the Institute.

Bank Reconciliation Statements.

Scrutiny of Ledgers.

Fixed Asset Register and Depreciation.

Procurement / tendering process of fixed assets, library books, consumables, stationery, etc.

Compliance of statutory obligations.

Annual Accounts related work –

Verification of all the accounting statements / schedules

Verification of correctness of the Trial Balance including the verification of opening ledger balances and suggesting reversal / year end entries wherever necessary

Calculation of provisions for depreciation on fixed assets

Verification of detailed schedule of interests received on FD and Bond investments and calculations of accrued interest

Compilation of grouping statements / schedules to the Balance Sheet, Income and Expenditure Statement and Receipt & Payment Accounts as per the prescribed format of Accounts for Central Autonomous Bodies and certifying the Annual Accounts

Verify the adequacy and accuracy of accounting, financial controls including application of accounting standards and the General Financial Rules.

Verification to assert compliance with TDS, GST, PF, NPS, Professional tax and other statutes relevant to the nature of transaction within the overall regulatory framework governing the Institute.

Preparation of final accounts as per Income Tax Act, 1961.

Any other work and advice needed for financial records / Accounts finalization.

SECTION IV AUDIT FEES

Audit fees for aforesaid assignment shall be Rs.50,000/- plus GST. The fees shall be inclusive of out of pocket expenses. No TA/ DA or out of pocket expenses shall be paid in addition to fees assigned.

The fee for the assignment of maintaining financial records will be ₹30,000.

The fees shall be paid on submission of final audit report.

SECTION V

MODE AND MANNER OF SUBMISSION OF EXPRESSION OF INTEREST

Interested Applicants meeting the eligibility criteria may send their application at aso-ideed@ideedonline.ac.in

Email Address: aso-ideed@ideedonline.ac.in / con1.dsrvs.rj@nic.in

For IDEED

Sd/-

TIA

**APPLICATION FOR EMPANELMENT OF CHARTERED ACCOUNTANT
FIRMS**

1	Name of the Firm			
2	Constitution			
3	Address with PIN Code			
4	Contact Nos. Mobile+ Landline+ Email	Mobile:		
		Landline:		
		e-Mail:		
5	Date of Establishment			
6	PAN No. of the firm (copy to be attached)			
7	Registration No. with ICAI (copy to be attached)			
8	Unique Code No.RBI (copy to be attached) Optional			
9	Any Other Reorganization Registration (copy to be attached)			
10	GST No. of the firm			
11	No. of Partners & Chartered Accountants	SNo	Name of the Partner/CA	Ph Number

Bidder Signature With Seal

	Name of the Partners/Chartered Accountants / Contact Numbers Attach in Separate Page				
12	Branches of C.A. firm with full address, if any Attach in Separate Page	SNo	Branch	FullAddress	
13	Experience With Govt. (Please give details with supporting documents)				
14	Additional Qualifications possessed by Partners / Directors / Proprietor (i.e. CISA/DISA/Con. Audit Course from ICAI) (Please give details with supporting documents)				
15	Any other relevant data, if you wish to indicate.				

i) I/We confirm that the information furnished above is true and correct and we have not been de-paneled / Blacklisted by any organization in the past and we fulfill all the conditions of eligibility for empanelment.

Place:

Date:

Signature of the applicant with seal

Bidder Signature With Seal