**ADVERTISEMENT FOR APPOINTMENT OF STATUTORY AUDITOR**

**Management & Entrepreneurship and Professional Skills Council (MEPSC)**

*(An Organization under the Ministry of Skill Development & Entrepreneurship, Government of India)*

**INVITATION FOR EMPANELMENT / APPOINTMENT OF STATUTORY AUDITOR**

**Management & Entrepreneurship and Professional Skills Council (MEPSC)** invites applications from eligible **Chartered Accountant (CA) Firms** for appointment as **Statutory Auditor** for conducting the statutory audit of the Council for the Financial Year(s) commencing from **FY 2026–27**, in accordance with the applicable provisions of the Companies Act, 2013, the Companies (Auditor's Report) Order (where applicable), applicable Accounting Standards and other statutory/regulatory requirements.

**Eligibility Criteria**

The interested CA Firms should fulfill the following minimum eligibility conditions:

1. The firm must be **empanelled with the Comptroller and Auditor General (C&AG) of India** for the relevant financial year.
2. The firm should be registered with the **Institute of Chartered Accountants of India (ICAI)** and possess a valid Firm Registration Number (FRN).
3. The firm should have a minimum of **five (5) years** of experience in conducting statutory audits of Government Organizations, Autonomous Bodies, Section 8 Companies, PSUs, Societies or similar entities.
4. The firm should have adequate professional staff and infrastructure to undertake the assignment.
5. The firm should not have been blacklisted, debarred or disqualified by any Government Department, PSU, Statutory Authority or any Regulatory Body.
6. The firm should have a valid Permanent Account Number (PAN) and Goods & Services Tax (GST) registration.

**Scope of Work**

The selected Statutory Auditor shall be responsible for, inter alia:

- Conducting the statutory audit of the annual financial statements of MEPSC.
- Examining books of accounts, financial records, statutory registers, and supporting documents.

- Verifying compliance with applicable provisions of the Companies Act, Income Tax Act, GST laws, and other relevant statutes.
- Issuing the Statutory Audit Report and Auditor's Report in the prescribed format.
- Providing observations/recommendations for strengthening internal financial controls and statutory compliance.
- Assisting the Council in responding to audit observations raised by statutory authorities, if required.

Interested Chartered Accountant firms shall submit their application in two separate sealed envelopes, clearly marked as:

**Envelope–I: Technical Proposal**

The Technical Proposal should contain:

- Covering Letter.
- Copy of valid C&AG Empanelment Certificate.
- ICAI Firm Registration Certificate.
- Firm Profile.
- Details of Partners and Professional Staff.
- Experience in statutory audits of Government Departments, PSUs, Autonomous Bodies, Section 8 Companies, Skill Development Organizations, or similar entities.
- List of major audit assignments undertaken during the last three financial years.
- PAN, GST Registration Certificate, and other statutory registrations.
- Declaration regarding non-blacklisting and absence of conflict of interest.
- Any other documents supporting the firm's technical capability.

**Envelope–II: Financial Proposal**

The Financial Proposal should contain the firm's Lump Sum Professional Fee for conducting the statutory audit of MEPSC for one financial year, along with applicable GST.

The quoted fee should include all costs associated with the assignment, including travel, boarding, lodging, out-of-pocket expenses, report preparation, attending meetings and any other incidental expenses. No additional payment shall be admissible except applicable GST, if any.

**Evaluation Methodology**

The Technical Proposals shall be evaluated first to determine compliance with the prescribed eligibility criteria and technical capability.

Only the Financial Proposals of technically qualified firms shall be opened. The selection may be made on the basis of:

- Least Cost Selection (L1) among technically qualified firms

MEPSC reserves the right to negotiate with the selected firm, reject any or all proposals, or cancel the selection process without assigning any reason.

MEPSC reserves the right to accept or reject any or all applications without assigning any reason and shall not be bound to appoint the lowest or any applicant.

**Submission of Applications**

Interested eligible firms may submit their applications along with all supporting documents in a sealed envelope superscribed **"Application for Appointment of Statutory Auditor"** on or before **15th July 2026 by 03:00 PM** to:

**Chief Executive Officer**
**Management & Entrepreneurship and Professional Skills Council (MEPSC)**
**20th Floor, Amba Deep Building,**
**14 Kasturba Gandhi Marg,**
**New Delhi - 110001**

Website: www.mepsc.in

Applications received after the prescribed date and time or incomplete applications shall not be considered.

**MEPSC reserves the right to modify, cancel or withdraw this advertisement or the selection process at any stage without assigning any reason whatsoever.**