



Sagarmala Development Company Limited

Notice Inviting Quotation (NIQ) for Financial Advisory Services on Coastal Community Development Fund (CDF)

NIQ No. : SDCL/NIQ/2023-24/32

December 2023

Sagarmala Development Company Ltd. (SDCL)
1st Floor, Thapar House, Gate No. 2
124, Janpath, New Delhi – 110 001





NIQ for Financial Advisory Services on Coastal Community Development Fund (CDF)



Procuring Authority	Sagarmala Development Company Limited (SDCL) 1 st Floor, Thapar House, Gate No. 2 124, Janpath, New Delhi – 110 001
Date of NIQ Invitation	7 th December 2023
Date and Time of Bid Submission	11 th December 2023 by 15:00 hours
Mode of Bid Submission	Bids to be submitted in sealed envelope at the office of Procuring Authority by the above date and time
Date and Time of Bid Opening	11 th December 2023 at 15:30 hours
Procuring Authority Contact Person	Ms. Suchi Arora, Senior Manager (Finance) Email: sm.fin@sdclindia.com Tel: 011-21400754


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Notice Inviting Quotation

1. Introduction

Sagarmala Development Company Limited (SDCL) is a Central Public Sector Enterprise (CPSE) under the Ministry of Ports, Shipping and Waterways (MoPSW). SDCL is engaged in financing projects in the maritime sector.

Coastal areas have a unique and sensitive eco-system and communities have dependency on this eco-system. To strengthen and enhance the economic potential of these coastal communities, a **Coastal Community Development Fund (CDF)** is to be set up.

Under CDF, funds will be received by SDCL as a "Corpus Fund" from MoPSW, in 5 annual tranches of Rs 100 crores each. This shall be utilized for the welfare of the coastal communities by giving them financial assistance for enhancing their livelihoods. SDCL shall receive a fee for the management of the CDF.

To operate and manage the CDF, SDCL intends to engage the advisory services of a Financial Consultant.

2. Scope of Work: Development of Accounting procedure (based on Ind. AS, as applicable)

The Financial Consultant shall:


- Study the present accounting procedures of SDCL and advise the methodology for the CDF operation in SDCL considering the constraint that no separate entity is to be created for the same.
- Advise on the process to be adopted for receipt of funds, disbursement of funds and interest accrued from funds in the account, etc.
- Advise the accounting treatment of the management fee received by SDCL.
- Advise on the implication of PAN of SDCL being used in the bank account of CDF.
- Advise as to how to deal with the TDS on interest credited to the bank account, where SDCL's PAN is used.

3. Deliverables:

The key deliverable for this consultancy assignment shall be in the form of a report incorporating all the components mentioned in the above Scope of Work.

4. Firm Experience:

- The CA firm should have been in operations since the past 15 years, and
- The firm should have at least 2 CA/Senior Partners with minimum 15 years of experience, and
- The firm should have experience of at least 2 works of managing/auditing treasury funds, Government Grants in the last 10 years.


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5. Documents to be Submitted

The Consultant who quotes the lowest fee for the above Scope of Work shall be awarded the assignment. Bidders to submit the following documents:

- Covering letter with Bidder's details (firm name, address, contact person – name, designation, email id and mobile number)
- Copy of the Firm's registration.
- Copy of GST registration
- Copy of Firm's PAN
- CV of above considered 2 Partners.
- Copies of experience certificate against completed work.
- Firm's Bank details: Bank name, account name, account number, NEFT/IFSC code, with a cancelled cheque.

6. Submission of Proposal

- Bidders to submit their proposal in hard copy before the bid submission date and time.
- Proposal envelope to be labelled and addressed as:

**“Notice Inviting Quotation (NIQ) for Financial Advisory Services on
Coastal Community Development Fund (CDF)”**

- Proposal envelope to be addressed to:
Senior Manager (Finance)
Sagarmala Development Company Limited
1st Floor, Thapar House, Gate No. 2
124, Janpath, New Delhi – 110 001


7. Performance Standard

- The Consultant shall perform the services with the highest standards of professional and ethical competence and integrity. The Consultant shall maintain strict confidentiality of data/information received from SDCL.
- The Consultant shall provide name of contact person with address & telephone, who may be contacted by SDCL for support.
- Any change in Address, Phone number, etc. shall have to be intimated in writing by the Consultant to the concerned in-charge of the SDCL at the earliest.

8. Deliverables, Timelines, Payment Terms and Other Conditions:

S No	Deliverable / Milestone	Timeline	Payment Terms
1	Letter of Award	D	
2	Report as per Scope of Work	D + 7 working days	100%

- The payment for the above work shall be excluding of GST. GST shall be paid extra as per applicable rates on submission of tax invoice.
- Consultant may also be required to attend meetings with MoPSW, and no extra charges shall be paid for the same.


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Financial Bid Format
(On bidder's letterhead)

To
Senior Manager (Finance)
Sagarmala Development Company Limited (SDCL)
1st Floor, Thapar House, Gate No. 2
124, Janpath, New Delhi – 110 001

Subject: Notice Inviting Quotation (NIQ) for **“Financial Advisory Services on Coastal Community Development Fund (CDF)”**

Sagarmala Development Company Limited (SDCL) seeks to hire a Financial Consultant for **“Financial Advisory Services on Coastal Community Development Fund (CDF)”**.

In this regard, we are submitting our quotation in the prescribed format below.

S. No	Work	Amount quoted in Rs. (in figures)
1.	Financial Advisory Services on Coastal Community Development Fund (CDF)	

Terms and Conditions:

- The above quote is excluding GST.
- Commencement of work: The date of commencement of the work shall be from the date of issue of Letter of Award.
- Time for completion: The deliverable for this consultancy assignment in the form of a report incorporating all the components mentioned in the above Scope of Work will be submitted within 7 working days from the date of issue of Letter of Award.
- Payment: Payment will be as per payment terms mentioned in the NIQ document.

For M/s -----

Agency Stamp

Authorized Representative Signature: _____

Authorized Representative Name: _____