

Letter No: 3891
Date: 24/02/2026



CITY OF PATNA

Short Quotation No.- 05/PMC/2026

Office of the Municipal Finance Controller, Patna Nagar Nigam, Patna-800001

Patna Municipal Corporation invites Quotations for following work:

Sub: Appointment of Statutory Auditor for Audit of Financial Statement FY 2024-25 & FY 2025-26 and proposed issuance of Municipal Bonds of Patna Municipal Corporation Up to Rs. 200 Crore through Private Placement/ Public Issue

Name of the CA Firm & Firm No.:	
Address:	
Contact Person:	
Mobile No.	
Email ID:	

Financial Proposal

S.no.	Description	Amount in Rs.
I	Our Scope of work for Statutory Auditor shall include: a) Conduct a comprehensive Statutory Audit of the annual financial statements of Patna Municipal Corporation for the Financial Year 2024-25 and 2025-26 as per the standards on Auditing, National/ Bihar Municipal accounting Manual, Accounting Standards prescribed for ULBs, other Central / State Govt./SEBI requirements and other applicable guidelines.	
II	Our Scope of work for issuance of Municipal Bonds of Up to Rs. 200 Crore shall include: a) Provide all certifications required for issuance of Municipal bonds.	

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	<p>b) Preparation of the Abridged data from audited accounts of last three financial years and re-presenting them in the capital market acceptable formats, to facilitate smooth evaluation by the rating agencies, Merchant Bankers, and the prospective investors</p> <p>c) Assist Preparation of financial data for credit rating agencies, in consultation with the concerned officers and review the same. Also assist the corporation with accounting related queries, which may be raised by the credit rating agencies and investors and explain it to them, if any.</p> <p>d) Assist in preparation, compilation and review of data and details to be provided to the SEBI and agencies associated, for issuance of bonds.</p> <p>e) Assist in preparation of financial projections related to the ULB including the proposed bond.</p> <p>f) Various CA Certifications/reports/statements as and when required and to be provided to Merchant Bankers and other agencies for due diligence exercise and other pre bond issue activities.</p> <p>g) Provide support for any type of matter on the Municipal bond pre issue exercise.</p>	
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Eligibility for Quotation:

a) **Peer Review Certification:** The audit firm must hold a valid Peer Review Certificate issued by the Institute of Chartered Accountants of India (ICAI). Possession of this certificate is a pre-requisite before accepting any statutory audit assignment

b) **Minimum Experience:** The audit firm must have at least 10 years of continuous practice in statutory audit and assurance services. Experience should be demonstrable through firm registration details and past assignments.

c) **Relevant Municipal Audit Experience:** The audit firm must have successfully conducted statutory audit or accounting work for at least 5 Urban Local Bodies (ULB) in India. Documentary evidence of such assignments must be provided along with the quotation.

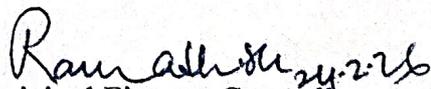
d) **Professional Capacity:** The firm must have adequate qualified staff, including Chartered Accountants and audit assistants, to ensure timely completion of the statutory audit for FY 2024-25 & FY 2025-26. A declaration of manpower strength and partner involvement must be submitted.

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- e) The firm should not be banned or blacklisted or temporarily forbidden from applying for tender for any type of audit by PSU/ local authority / Govt. Company. It has also to disclose that any disciplinary actions have not been taken by ICAI.
- f) The Firm or any of the partners of the firm should not have any disciplinary matters pending with ICAI/RBI/CBI/Court of Law or any form and they should not have suffered any disqualification.
- g) The Chartered Accountant firm must ensure that qualified CA with relevant post qualification experience and Technical Staff are deputed for audit work.

Note:

1. Please quote separately for the FY 2024-25 and FY 2025-26 Statutory audits. Ensure the fees for each year are listed individually. The Corporation reserves the right to evaluate and finalize the appointment separately for each financial year.
2. No Out-of-pocket expenses shall be paid separately by the Corporation.
3. Taxes (GST) as per the applicable laws shall be paid separately.
4. The quotation shall be strictly submitted as per the above format only. No changes shall be made in the above format, otherwise the quotation shall not be accepted and will be summarily rejected.
5. The quotation should reach to our office on or before 28/02/2026 till 3.00 PM at the following Address:
To,
Municipal Finance Controller
Patna Municipal Corporation
4th Floor, C Block, Maurya Lok Complex,
Budhha Marg, Patna- 800001, Bihar
6. The bids/quotations received will be opened on the same day, i.e., 28/02/2026, at 5:30 PM
7. PMC reserves right to negotiate with all the bidders if they feel that the quotes are high.
8. Company profile along with proof of Experience for the completed transaction should be attached along with the FB


Municipal Finance Controller

Patna Nagar Nigam, Patna