

Corrigendum – 1

Date: 11.02.2013

This is with reference to NPCI's RFQ#2012-13/0027 dated 04.02.2013 for Appointment of Internal/Concurrent Auditors for NPCI for financial year 2013-14. The prospective Proposers may please note that:

In the aforesaid RFQ, we need to amend/add the below mentioned clauses.

1. Amendments are as under:

Description	Exist RFP Clause	Amendment vide this letter
Section – 1 Proposal – 4 - Last date and time of receiving proposals. Pre-proposal clarifications in writing	08.02.2013	20.02.2013 till 3.00 P.M.
Section – 1 Proposal – 5 - Last date and time for submission of proposals.	12.02.2013	26.02.2013 till 3.00 P.M.
Section – 1 Proposal – 6 - Date and time of opening of Proposal for Eligibility criteria	15.02.2013	27.02.2013 at 3.00 P.M.
Section – 1 Proposal – 6- Date and Time of opening of Technical Proposal	20.02.2013	28.02.2013 at 3.00 P.M.
Section – 1 Proposal – 6 - Date and time of opening of Commercial Proposal	20.02.2013	6.03.2013 at 3.00 P.M.

Chapter 1

- Technical Requirements

Sr. No.	Areas	Nature of activity	Frequency of Audit required	No. and Educational Qualification of staff to be deployed *
1.	Finance	Number of Transactions to be verified. Approx. 35 per day (1000 per month)	Daily audit/monthly Report	Minimum of 1 trained staff for day to day basis, supervised by one Sr. Partner of the Firm.
2	Management Audit -Admin -HR -Finance -Procurement -Board Secretariat	Process Audit (Entire division activity to be covered under scrutiny)	Annually	Minimum of 1 trained staff for day to day basis duty, supervised by one Sr. Partner of the Firm. (Minimum 15 man days to be ensured)
3	Physical verification of Assets at various locations	Physical Audit (Entire Assets portfolio to be covered under scrutiny)	Annually	Minimum 2 trained staff, supervised by Sr. Partner of the firm. (Minimum 5 man days to be ensured)
4	RFP above Rs. 1 cr.	Specific Audit	As and when required	Minimum 1 trained staff, supervised by Sr. Partner of the firm (Minimum 1 man days to be ensured)
5	Regulatory Compliance	All Compliances to be covered under scrutiny	Monthly	Minimum 1 trained staff, supervised by Sr Partner of the Firm. (Minimum 10 man days to be ensured)

* The firm should provide trained staff for day to day audit and the assignment should be supervised by the senior staff on alternate day. The Meetings should be held with partner of the firm who will be available for discussion with the Management as and when deemed necessary. Initially, for first three months, the meetings should be on Weekly basis. There after the frequency of such meetings will be determined on the basis of volume of transactions, vouchers, audit observations and compliances etc.

All other terms and conditions of aforesaid RFQ remain unchanged.

Approval is sought to amend above clauses in RFQ as Corrigendum-1

MD & CHIEF EXECUTIVE OFFICER
NATIONAL PAYMENTS CORPORATION OF INDIA

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