

**Minutes of the pre-bid meeting regarding
empanelment of auditors for special audit u/s 66 of
the SGST Act held on 09.05.2022**

The online pre-bid meeting regarding Expression of Interest (EoIs) for empanelment of Chartered Accountants / Chartered Accountant firms / Cost Accountant/ Cost Accountant firms for Special Audit of GST registered persons under Section 66 of the Kerala State Goods and Service Tax Act, 2017 started at 15.30 hours on 09.05.2022 . Sri. Abraham Renn, I.R.S., Additional Commissioner -1, State GST Department, chaired the meeting. The List of participants is separately attached.

The Additional Commissioner-1 explained why the EoIs are called for and what the Department expects through the Special Audit. The following discussions and queries are made in the meeting.

Q1. Whether the Cost Accountant with three years of practice is eligible to apply?

Ans: No. As per the eligibility criteria in the EoI document, the applicant must possess experience of at least five years of practice as a Chartered Accountant / Cost Accountant.

Q2. Will the Department provide any support for CA/CO for visiting the business premises for the audit?

Ans: Yes. Support from the Department officials will be available to the CA/CO while visiting the business place of taxpayers for audit.

Q3. Evaluation criteria in the bid document are on the higher side. It shall be lenient.

Ans: At present, the evaluation criteria in the EoI document will be followed. Changes in the evaluation criteria will be

examined if found necessary.

Q4. How to apply? Whether the brief approach paper mentioned in the Annexure to be submitted along with the application?

Ans: The application in Annexure A and the documents and declarations in Annexure B to E shall be submitted to the email id of the Commissioner of State Taxes "cct.ctd@kerala.gov.in". The brief approach paper (not exceeding 3000 words) is mentioned in SL. No.2 of the selection procedure shall be submitted along with the application.

Q5. Even though the EoI is invited from Chartered Accountants and Cost Accountants, the eligibility criteria are heavily favoring one side. The eligibility criteria must be re-examined.

Ans: This point will be examined. The possibility of separate empanelment of Chartered accountants and cost accountants will be examined if found necessary.

Q6. Is it necessary that the applicant must have empaneled as an auditor in any other Departments?

Ans: Yes. The Department is looking for auditors who have been empaneled as an auditor with any one of the departments mentioned in para 2 b (Selection Procedure) in the EoI document.

The meeting was further informed that the meeting minutes would be published on the official website of the department for information to the public/applicants.

The pre-bid meeting concluded at 16 hrs. on
09.05.2022

ADDITIONAL COMMISSIONER-I

List of Participants

1. Sri. Sreeraj K Pillai, Deputy Commissioner-III, State GST Department
2. Sri. Rajeesh Kumar CP, Assistant State Tax Officer, State GST Department
3. Sri. Raja Padmanabhan, Chartered Accountant.
4. Sri. George Mathew, Cost Accountant
5. Sri. Adithya Narayan, Cost Accountant
6. Sri. Dileep S., Chartered Accountant
7. Smt. Sobhana Rajan G
8. Sri. Rony Thomas
9. Smt. Fathima
10. Sri. Manesh Kumar