SWAMI SARANAM

TRAVANCORE DEVASWOM BOARD

Nanthancode, Kawdiar P.O., Thiruvananthapuram – 695 003
Email: secretarytdbtvm@gmail.com | Website: www.travancoredevaswomboard.org

Ref: ROC No. 141/26/Saba **24.11.2026]**

INVITATION FOR EXPRESSION OF INTEREST (EoI) WITH FINANCIAL QUOTE

Sub: Appointment of Internal Auditor (Chartered Accountant Firm) for Real-Time Audit of Expenditure during the Sabarimala Mandalam–Makaravilakku Pilgrimage Season (Kollam Era 1202 / 2026–2027).

1. Background & Purpose

Pursuant to the Board Order ROC No. 58/26/Sabathe Travancore Devaswom Board (TDB) invites Expressions of Interest (EoI) along with sealed Financial Quotes from eligible, **Comptroller & Auditor General (CAG) / Accountant General (AG) empanelled Chartered Accountant firms** for appointment as Internal Auditor to conduct a **real-time audit of all expenditure** incurred in connection with the Sabarimala Mandalam–Makaravilakku Pilgrimage Season 1202 ME (2026–2027).

2. Scope of Work

The selected Chartered Accountant firm shall be responsible for executing the following tasks:

- **Real-Time Concurrent Audit:** Continuous, real-time verification of vouchers, bills, advances, and payments related to the Sabarimala Mandalam–Makaravilakku pilgrimage season 1202 ME.
- **Regulatory & Financial Compliance:** Ensuring all expenditures strictly adhere to TDB financial codes, store purchase rules, tender conditions, and statutory tax deductions (GST, TDS, etc.).
- **On-Site Audit Deployment:** Deploying a dedicated, qualified audit team at Sabarimala, Pamba, and/or Devaswom Board Headquarters as required throughout the pilgrimage season for on-the-spot scrutiny.
- **Periodic & Consolidated Reporting:** Submitting weekly/fortnightly real-time audit observations and a comprehensive consolidated Internal Audit Report to the Devaswom Commissioner and the Travancore Devaswom Board.

3. Eligibility Criteria

- **AG / CAG Empanelment:** The applicant must be a partnership firm or LLP of Chartered Accountants currently empanelled with the Accountant General (AG) / Comptroller & Auditor General of India (CAG). A valid empanelment certificate must be enclosed.

- **Relevant Audit Experience:** Minimum 5 years of post-qualification experience in conducting statutory or internal audits of Government Departments, Public Sector Undertakings (PSUs), Autonomous Bodies, or major Temple/Charitable Trusts.
- **Local Presence in Kerala:** The firm must have an active office or branch in Kerala (preferably in Thiruvananthapuram or Pathanamthitta district) to facilitate seamless deployment during the pilgrimage season.
- **Clean Track Record:** The firm must not have been blacklisted, suspended, or debarred by ICAI, CAG, AG, or any State/Central Government organization.

4. Instructions to Bidders

1. **Two-Cover Submission System:** Interested firms must submit their proposals in two separate sealed envelopes placed inside a single outer sealed cover superscribed: ***"Expression of Interest & Financial Quote for Real-Time Internal Audit – Sabarimala Mandalam–Makaravilakku Season 1202 ME (Ref: ROC No. 58/26/Saba)".***

   Envelope A – Technical Bid (EoI): Firm profile, ICAI Firm Registration Certificate, latest CAG/AG Empanelment Letter, PAN, GST Registration, proof of prior audit experience, self-declaration of non-blacklisting, and proposed audit team composition.

   Envelope B – Financial Quote: Duly signed and stamped Financial Quote strictly in the prescribed format given in Section 5 below.

2. **Submission Address & Deadline:** Complete proposals must reach the office of the Devaswom Commissioner, Travancore Devaswom Board, Nanthancode, Kawdiar P.O., Thiruvananthapuram – 695 003 on or before 05/12/2026 at 4:00 PM]. Late or incomplete submissions will be summarily rejected.
3. **Evaluation & Selection Process:** Financial Quotes (Envelope B) will be opened only for firms that qualify in the Technical Evaluation (Envelope A). Selection will be based on [Lowest Quote (L1) among technically qualified firms / QCBS criteria].
4. **Board's Discretion:** The Travancore Devaswom Board reserves the right to accept or reject any or all applications, or cancel the EoI process at any stage, without assigning any reason whatsoever.

5. Format for Financial Quote (To be submitted in Envelope B)

(To be printed on the Official Letterhead of the Chartered Accountant Firm)

To,
The Devaswom Commissioner,
Travancore Devaswom Board,
Nanthancode, Kawdiar P.O.,
Thiruvananthapuram – 695 003.

Sub: Financial Quote for Real-Time Internal Audit – Sabarimala Mandalam–Makaravilakku Season 1202 ME

Sir,
Having carefully examined the Expression of Interest notice cited above, we hereby submit our firm, all-inclusive lump-sum professional fee quote for conducting the real-time internal audit of expenditure for the Sabarimala Mandalam–Makaravilakku pilgrimage season 1202 ME:

Sl. No.	Description of Service	Amount in Figures (INR)	Amount in Words (INR)
1.	Consolidated Professional Fee for Real-Time Internal Audit for the entire Sabarimala Mandalam–Makaravilakku Season (1202 ME)	₹	
2	Applicable GST (@ 18%)	₹	
3	**Total All-Inclusive Quote (1 + 2)**	₹	

Terms & Conditions of Financial Quote:

- The above quoted fee shall remain firm and valid for the entire duration of the audit assignment without any escalation.
- Statutory deductions (TDS under Income Tax Act / GST Act) as applicable will be deducted at source from payments.

Signature of Authorized Partner: _____
Name & Designation: _____
ICAI Membership No. & FRN: _____
CAG / AG Empanelment No.: _____
Date & Official Seal of the Firm:

Devaswom Commissioner
Travancore Devaswom Board