



भारतीय दूरसंचार विनियामक प्राधिकरण
TELECOM REGULATORY AUTHORITY OF INDIA
भारत सरकार / Government of India



6th March, 2020

Corrigendum to Expression of Interest dated 27th February 2020 for Empanelment of Auditors to Carry out Audit of Digital Addressable Systems

A. Para 3 of Section-I, is replaced by the following:-

3. (i) The empanelment shall be either on All India basis or for a region as per details in Appendix-VIII. The Auditors empaneled for a region will not be eligible to audit a DPO, who has any operations or headend outside the region.

(ii) The complete proposal in a sealed envelope in the format given in Appendix-I and complete in all respects should be submitted to respective TRAI office as per Appendix-VIII or at TRAI Headquarter, New Delhi as the case may be. The operational area of the selected auditor shall be the area covered by the Regional office (refer Appendix – VIII) of TRAI in which the applicant has submitted its proposal. The applicant desirous of All India as its operation shall submit the proposal to Mr. Praveen Saxena, Sr. Research Officer (B&CS) TRAI, Mahanagar Doorsanchar Bhawan, J.L.N. Marg (Old Minto Road), New Delhi-110002. **The empanelment process shall be a continuous process henceforth and the process of empanelment may be carried out on monthly basis i.e. a proposal may be submitted by last working day of a month for the next round of empanelment.** An applicant shall apply only once till TRAI informs it about acceptance/rejection of its proposal. TRAI shall inform all the applicants whether they have been empaneled or their application has been rejected. An applicant once rejected shall not be eligible to re-apply till 12 months from the date of intimation of such rejection.

B. Appendix-I, is replaced by the following:-

Appendix - I

FORMAT FOR SUBMITTING APPLICATION

Application for: All India operation

Regional operation

(Tick ✓ as applicable)

1. Name of the Audit Firm:

2. Registered Address:

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3. Please state whether you a company or partnership firm or LLP or a proprietorship firm registered with ICAI as audit firm. Please attach certified copy of registration or Memorandum of association or Partnership deed, signed and stamped on all pages (having evidence of number of years in operation of the applicant firm), as per checklist at the end of Appendix – I :
4. Please state whether you have at least three full time professionals from among Chartered Accountant (CA)/ Company Secretary (CS)/Cost Accountant (CoA)/ Graduate Engineer. At least one of the three professionals should be a Chartered Accountant (CA)/ Company Secretary (CS)/Cost Accountant (CoA). To be eligible for empanelment such professionals should be full time partners or employees working with the Audit Agency since at-least six months prior to the date of application. Please also provide documentary evidence containing the details of the Chartered Accountant (CA)/ Company Secretary (CS)/Cost Accountant (CoA)/Engineer engaged by the firm on applicant firm's letterhead as per Appendix-II of EoI, signed and stamped by the applicant firm . Please provide copy of Degree Certificates of at least three CA/ CS/ CoA/Graduate Engineer, signed and stamped by the applicant firm, as per checklist at the end of Appendix – I:
5. Please state whether the applicant has a minimum average annual turnover of Rs. 50 Lakhs in the two preceding financial years prior to the date of application. Please provide annual turnover for last two financial years. Please provide documentary evidence in this regard including audited financial statement or Income Tax Returns for last two financial years, signed and stamped by the applicant firm , as per checklist at the end of Appendix – I:
6. Please state the experience (Audit Agency shall have experience, either on its own or through any of its partner/employee) in years on any of the following:
 - (a) Audit of Digital Addressable System (DAS) [SMS / CAS] (technical and/or subscription) of distributors.
 - Or
 - (b) Audit of billing and metering and/or payment and prepaid charging system involving the use of software tools and/or Banking IT system.

Attach documentary evidence in this regard, as per checklist at the end of Appendix – I:

7. Please state if any DAS [SMS/CAS] (technical and/or subscription) audits have been undertaken by the applicant firm. If yes, please provide the number of audits undertaken, and documentary evidence in this regard, as per checklist at the end of Appendix – I:

8. Please state the number of full time professional engaged by the applicant firm who have experience in DAS [SMS/CAS] (technical and/or subscription) audits. Attach documentary evidence in this regard, as per checklist at the end of Appendix – I: ..
9. Please state whether the applicant firm is independent of broadcasting service providers. Attach an undertaking signed by the authorised person of the applicant firm on applicant firm's letterhead as per Appendix IV. Please refer checklist at the end of Appendix – I:
10. Please state whether the applicant firm has been disqualified or blacklisted by any department of State Government/Central Government or any Bank or Financial Institution or any statutory body or any professional body. Attach undertaking signed by the authorised person of the applicant firm as per Appendix V. Please refer checklist at the end of Appendix – I:
11. Explicitly state whether the applicant is well-versed with the broadcasting and distribution industry and is proficient in understanding the network head-end setup, customer and system life cycle knowledge and integration of customer details in SMS and CAS. Attach undertaking signed by the authorised person of the applicant firm as per Appendix VI. Please refer checklist at the end of Appendix – I:
12. Please provide a certificate confirming clause by clause compliance, signed by applicant firm's authorized signatory, of applicant firm's acceptance of all the conditions/ clauses of this Expression of Interest as per Appendix III. Please refer checklist at the end of Appendix – I:
13. Please state whether the applicant has branch offices in Delhi (including NCR area), Mumbai (including Greater Mumbai, Vasai, Kalyan), Chennai, Kolkata and any of other Cities, as per checklist at the end of Appendix – I:
14. Please provide the name, designation, address, telephone number, fax number and E-mail id of the authorized signatory of the firm for correspondence by TRAI and service providers.

(Signature of Authorized Signatory)

Name and Designation

Place:

Date:

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Checklist

1. Requirements of Point No. 3 of format for submitting application:-
 - (i) Please inform whether you a company or partnership firm or LLP or a proprietorship firm registered with ICAI as audit firm
 - (ii) Please attach certified copy of registration or Memorandum of association or Partnership deed, signed and stamped on all pages (having evidence of number of years in operation of the applicant firm).

2. Requirements of Point No. 4 of format for submitting application:-
 - (i) Please explicitly state whether you meet above-mentioned criteria of Point No. 4.
 - (ii) Please provide complete information on applicant firm's letterhead as per Appendix-II of EoI, signed and stamped by the applicant firm .
 - (iii) Please provide copy of Degree Certificates of at least three CA/ CS/ CoA/Graduate Engineer (at least one of them should be CA/CS/CoA), signed and stamped by the applicant firm.

3. Requirements of Point No. 5 of format for submitting application:-
 - (i) Please explicitly state whether you meet above-mentioned criteria of Point No. 5.
 - (ii) Please provide annual turnover for last two financial years.
 - (iii) Please provide documentary evidence in this regard including audited financial statement or Income Tax Returns for last two financial years, signed and stamped by the applicant firm (copy of annual report may also be provided).

4. Requirements of Point No. 6 of format for submitting application:-
 - (i) Explicitly indicate whether applicant firm has experience, either on its own or any of its partner/employee of (i) at least one year in the audit of Digital Addressable System (DAS) [SMS / CAS] (technical and/or subscription) of distributors; or (ii) at least one year in the audit of billing and metering and/or payment and prepaid charging system involving the use of software tools and/or Banking IT system .

 - (ii) a) Explicitly provide the experience in terms of number of years, in case of audit of Digital Addressable System (DAS) [SMS / CAS] (technical and/or subscription) of distributors, signed and stamped by the applicant firm.

OR

b) Explicitly provide the experience in terms of number of years, in case of Audit of billing and metering and/or payment and prepaid charging system involving the use of software tools and/or Banking IT system, signed and stamped by the applicant firm.

(Note that you may also provide information mentioned at a) and b) both, in case you have experience in both)

 - (iii) Please provide copy of work completion certificate issued by the agency for whom the audit was done (in case of copy, it should be signed and stamped by the audit agency), regarding relevant experience in terms of number of years, or Certificate

from the broadcaster, or by the agency for whom the audit was done, stating the relevant experience in terms of number of years (signed and stamped on their letterhead).

5. Requirements of Point No. 7 of format for submitting application:-
 - (i) Explicitly state if any DAS [SMS/CAS] (technical and/or subscription) audits have been undertaken by the **applicant firm**.
 - (ii) **If yes**, then please provide copy of work completion certificate issued by the agency for whom the audit was done (in case of copy, it should be signed and stamped by the audit agency), regarding relevant experience, or Certificate from the broadcaster/Distributor stating the relevant experience (signed and stamped on the broadcaster's/Distributor's letterhead).
6. Requirements of Point No. 8 of format for submitting application:-
 - (i) Explicitly state the number of full time professional with experience in DAS [SMS/CAS], signed and stamped by the applicant firm in letterhead.
 - (ii) Please attach certificate from the broadcaster/DPO(s) (signed and stamped) mentioning the name of the professional(s) engaged in DAS [SMS/CAS] Audit, on their letterhead.
 - (iii) Please indicate if any of your professional has been trained in any reputed institution which has more than 3 years of experience of conducting DAS [SMS/CAS] audits. If yes, please indicate the number of such professionals.
7. Requirements of Point No. 9 of format for submitting application:-
 - (i) Provide Undertaking phrased as per Appendix IV.
 - (ii) Undertaking should be signed and stamped on the applicant firm's letterhead
 - (iii) No change in the specified language will be accepted.
8. Requirements of Point No. 10 of format for submitting application:-
 - (i) Provide Undertaking phrased as per Appendix V.
 - (ii) Undertaking should be signed and stamped on the applicant firm's letterhead
 - (iii) No change in the specified language will be accepted.
9. Requirements of Point No. 11 of format for submitting application:-
 - (i) Provide Undertaking phrased as per Appendix VI.
 - (ii) Undertaking should be signed and stamped on the applicant firm's letterhead
 - (iii) No change in the specified language will be accepted.
10. Requirements of Point No. 12 of format for submitting application:-
 - (i) Provide Undertaking phrased as per Appendix III.
 - (ii) Undertaking should be signed and stamped on the applicant firm's letterhead

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(iii) No change in the specified language will be accepted.

11. Requirements of Point No. 13 of format for submitting application:-

(i) Provide name of the cities in which the applicant has branch offices.

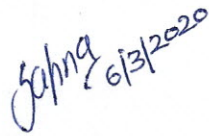
C. Appendix-VIII, is replaced by the following:-

Appendix - VIII

For Regional Operational Area					
Sl. No.	Contact details of the TRAI's Official to whom proposal needs to be sent in hard copy	Areas covered by each RO		Name of State/Union Territories under Areas covered by each Regional Office	
1	Advisor TRAI, RO-Kolkata, Bharat Bhawan, 1st Floor, 3- C.R. Avenue, Kolkata-700072 [Email-adv.kolkata@trai.gov.in ; traikolkata@gmail.com]	(i) (ii) (iii) (iv) (v)	West Bengal Kolkata North-East Assam Bihar	(i) (ii) (iii) (iv) (v)	West Bengal - West Bengal, Sikkim, Andaman & Nicobar Islands; Kolkata - Kolkata; North-East - Arunachal Pradesh, Meghalaya, Mizoram, Nagaland, Manipur, Tripura; Assam-Assam; Bihar-Bihar & Jharkhand
2	Advisor TRAI, RO-Bangalore Telephone House, Raj Bhawan Road, Bangalore-560001 [Email- adv.bengaluru@trai.gov.in ; traibangalore@gmail.com]	(i) (ii) (iii) (iv)	Karnataka Kerala Maharashtra Mumbai	(i) (ii) (iii) (iv)	Karnataka-Karnataka; Kerala - Kerala, Lakshadweep & Minicoy; Maharashtra-Maharashtra, Goa Mumbai-Mumbai
3	Advisor TRAI, RO-Hyderabad, RTTC Building, Gachhibowli, Hyderabad-500032 [Email- advisortraihyd@gmail.com]	(i) (ii) (iii)	Andhra Pradesh Tamilnadu (Chennai) Odisha	(i) (ii) (iii)	Andhra Pradesh- Andhra Pradesh & Telengana; Tamilnadu including Chennai, Puducherry; Odisha- Odisha
4	Advisor TRAI, RO-Bhopal, Telecom Museum Building, Near Arera Telephone Exchange, Arera Hills, Bhopal- 462004 [Email-adv.bhopal@trai.gov.in ; traibhopal@gmail.com]	(i) (ii)	Madhya Pradesh & Chhattisgarh Uttar Pradesh & Uttarakhand	(i) (ii)	Madhya Pradesh- Madhya Pradesh & Chhattisgarh; UP (East)- Entire areas covered by Eastern Uttar Pradesh with the following as its boundary districts towards Western Uttar Pradesh; Shahjahanpur; Kannauj, Farrukhabad, Lakhimpur, Kanpur Rural and Jalaun (Orai) UP (West) - Entire area covered by Western Uttar Pradesh with the following as its boundary districts

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For Regional Operational Area					
Sl. No.	Contact details of the TRAI's Official to whom proposal needs to be sent in hard copy	Areas covered by each RO		Name of State/Union Territories under Areas covered by each Regional Office	
					towards Western Uttar Pradesh; Pilibhit, Bareilly, Badaun, Kasganj (Kanshiram Nagar), Etah, Mainpuri, Etawah and Auraiya. It will exclude the local telephone area of Ghaziabad, Noida & State of Uttarakhand.
5	Advisor TRAI, RO-Jaipur, South Block, Admin Building, Jhalana Doongri, 1st Floor, Jaipur-302004 [Email-adv.jaipur@trai.gov.in ; traijaipur@gmail.com]	(i) (ii) (iii) (iv) (v)	Daman & Diu Rajasthan Gujarat & Lakshadweep Haryana Punjab	(i) (ii) (iii) (iv) (v)	Daman and Diu; Silvassa (Dadra & Nagar Haveli); Rajasthan-Rajasthan; Gujarat-Gujarat, Lakshdweep Haryana-Haryana, except Panchkula Town and the local areas served by Faridabad and Gurgaon Telephone Exchange Punjab-Punjab, Union Territory of Chandigarh and Panchkula town of Haryana
6	Mr. Praveen Saxena, Sr. Research Officer (B&CS) TRAI, Mahanagar Doorsanchar Bhawan, J.L.N. Marg (Old Minto Road), New Delhi- 110002 [Email- interconnect-bcs@trai.gov.in]	(i) (ii) (iii)	Delhi Himachal Pradesh Jammu & Kashmir	(i) (ii) (iii)	Delhi-Local Areas served by Delhi, Ghaziabad & Noida Telephone Exchange; Himachal Pradesh-Himachal Pradesh; Jammu & Kashmir including the autonomous Council of Ladakh
For All India Operational area					
Sl. No	Contact details of the TRAI's Official to whom proposal needs to be sent in hard copy	Area Covered			
1.	Mr. Praveen Saxena, Sr. Research Officer (B&CS) TRAI, Mahanagar Doorsanchar Bhawan, J.L.N. Marg (Old Minto Road), New Delhi- 110002 [Email- interconnect-bcs@trai.gov.in]	All India			


 (Sapna Sharma)
 Joint Advisor (B&CS)