



**Office of the Deputy Superintendent of Police (HQ),
Police Department of Dadra Nagar Haveli and Daman & Diu
Police Head Quarter,
Airport Road, Nani Daman- 396 210
sp-hq-dnhdd@daman.nic.in**

No. 102/Dy.SP(HQ)/DNH&DD/ACU-DNH&DD/2026/

Dated: - 13 /01/2026

INVITATION QUOTATION CUM EXPRESSION OF INTEREST

Sealed short term quotations cum expression of Interest is hereby invited in sealed envelope from the eligible **Chartered Accountant for conducting forensic financial Analyst** for conducting inquiries into disproportionate assets. The Nature of these enquiries involves examination of complex financial transaction, multi-layered taxation records, assets accumulation patterns and verification of income-expenditure ratio. After conducting this technical scrutiny report is required to be submitted within 01 month of award of work.

Sr. No.	Name of Work	Approximate Estimated Cost
1.	Chartered Accountant for conducting forensic financial Analyst for conducting (05) five inquiries into disproportionate assets	₹150000/-

❖ Last date for submission of Quotation-EOI	On or before 27/01/2025
❖ Evaluation/ Scrutiny of Quotation-EOI and opening of Price/Commercial Bid/quotations	On 29/01/2025
❖ Bid/quotation Validity	180 Days
❖ Address for submission of Quotation-EOI	Office of the Deputy Superintendent of Police (HQ) , DNH & DD, Police Head Quarter, Airport Road, Nani Daman – 396210

The Anti-Corruption Unit, DNH & DD reserves the right to accept or reject any or all EOIs, or to discontinue the process at any stage, at its sole discretion, without assigning any reason and without any liability. Submission of an EOI does not confer any right to engagement as a **Chartered Accountant for conducting forensic financial Analyst**.

The Quotation-cum-EOI document, detailing eligibility criteria, terms and conditions submission requirements, and scope of work, is available for download on the UT Administration website.

Quotation-EOI document contains Five Annexure – A, B, C, D, and E total 06 pages.


Deputy Superintendent of Police, (HQ)
Police Head Quarter,
Airport Road, Nani Daman
Daman – 396210

Copy to:-

1. The District Informatics Officer (NIC) Daman for Publishing on website of UT Administration of Daman & Diu i.e on www.daman.nic.in.
2. All Head of Office, Daman (U.T.) for wide publicity
3. Copy to legal cell, Daman for publishing on www.ddpolice.gov.in website.

TERMS AND CONDITIONS OF CONTRACT

1. EOI, in its complete form in all respects as specified in the EOI, must be submitted to Office of the **the Deputy Superintendent of Police (HQ)**, DNH & DD, Police Head Quarter, Airport Road, Nani Daman – 396210 on or before 27/01/2025.
2. In exceptional circumstances and at its discretion, Anti-Corruption Unit, DNH & DD may extend the deadline for submission of response by issuing an amendment in which case all rights and obligations of Anti-Corruption Unit, DNH & DD and the applicants previously subject to the original deadline will thereafter be subject to the deadline as extended.
3. Last date and time for submission of EOI is 27.01.2025 at 17:00 hrs.
4. The **Chartered Accountant for conducting forensic financial Analyst entities or practitioner** may request a clarification on any clause of EOI document before the last date fixed for submission of EOI document.
5. At any time before submission of EOI, Anti-Corruption Unit, DNH & DD may amend the EOI Document by issuing an addendum in writing or by announcing it through its website. The addendum shall be binding on the entities.
6. The **Chartered Accountant for conducting forensic financial Analyst** entities / Practitioner are required to provide professional, objective and impartial advice and strictly avoid conflicts with other assignments or their own corporate interest and act without any consideration for future work.
7. The **Chartered Accountant for conducting forensic financial Analyst** entities / Practitioner have an obligation to disclose any situation of actual or potential conflict that impacts their capacity to serve the best interest of Anti-Corruption Unit, DNH & DD, or that may reasonably be perceived as having this effect. If the entities / Practitioner fails to disclose the said situations and if the Anti-Corruption Unit, DNH & DD come to know about any such situation at any time, it may lead to the disqualification of the **Chartered Accountant for conducting forensic financial Analyst**.
8. The entities / Practitioner shall bear all costs related to the preparation and submission of the response. Anti-Corruption Unit, DNH & DD shall not be liable for any expenses incurred by the applicant, irrespective of the outcome or conduct of the selection process.
9. The Quotation–EOI envelope shall be superscribed with the words "**Quotation-cum-Expression of Interest**" for conducting inquiries into disproportionate assets for the work assigned by the Anti-Corruption Unit, DNH & DD.
10. The bidder shall submit relevant certificates/details indicating past experience in executing similar works for Government or PSUs.
11. Entities or practitioners holding a valid GST registration shall be eligible to submit the Quotation-cum-Expression of Interest. The GST Registration Number must be clearly indicated in the quotation and accompanied by legible documentary proof of valid GST registration.
Applicants who are not registered under GST may also submit their Quotation-cum-Expression of Interest, provided they furnish a self-declaration stating that they are not liable for GST registration under prevailing laws.
12. Participating **entities or practitioner** submitting the quotation-EOI must attach an **Undertaking** to the effect that the **entities** is neither blacklisted by any Govt. Department nor any Criminal Case is registered against the entities or its owner or partners anywhere in India be attached with quotation-EOI. The participating entities must **not be blacklisted** by any Central/State Government, PSU, Government body, or the ICAI. A certificate signed by the authorized signatory must be submitted.
13. The price shall be quoted as per Annexure-C, inclusive of all taxes, in both words and figures. No additional payment beyond the quoted price will be admissible. Any overwriting, cutting, or conditional pricing shall render the quotation invalid and liable to rejection.

14. The selected **entities or practitioner** shall not publish, disclose, share, or part with any data, information, records, with any third party without prior written permission of Dy. SP (HQ) DNH&DD.
15. The **entities or practitioners** engaged shall be **legally bound** to maintain absolute confidentiality and secrecy with respect to all information, documents, and data accessed or generated during the course of the assignment. These obligations shall **remain in full force and effect both during the period of engagement and indefinitely after its termination**, unless expressly released in writing by the Competent Authority. Any breach of confidentiality shall render the entity/practitioner liable for **penal, civil, and contractual consequences** as per applicable laws and rules.
- The entity/practitioner shall also execute a **Confidentiality Undertaking/Bounding Letter** at the time of selection, affirming compliance with the above obligations.
16. In case of violation of any terms and conditions, the Anti-Corruption Unit, Dadra and Nagar Haveli and Daman and Diu shall be entitled to seek appropriate legal or judicial remedies, including injunctive or other reliefs.
17. The **Chartered Accountant engaged for forensic financial analysis** is expected to examine five inquiries of complex financial transactions, multi-layered taxation records, patterns of asset accumulation, and verify the income-expenditure ratio. He/she shall certify the outcome of scrutiny and certificate after conducting the inquiries. After completing this technical scrutiny, a detailed report shall be submitted within **one month from the date of award of work**.
18. The scope of work may increase during examination of documents depending upon the investigation. Thus, purpose is to assist investigation officer/Court in explaining the various documents & its analysis by way of submitting a detailed Report & depositing before the court, if required. Any other work as mutually agreed upon to be included.
19. The applicant must be a entities, Practitioner, partnership, or proprietorship or CA with relevant experience registered under the relevant Indian laws and with the Institute of Chartered Accountants of India (ICAI), New Delhi, and must have its registered office in India. Applications not meeting this minimum qualification criterion shall be rejected and not considered for evaluation.
20. he participating entities / Practitioner should have **at least 2 years of experience** in similar type of work as on the date of release of the advertisement. This must be supported by a certificate from a competent person or partner of the applicant's organization. The participating entities / Practitioner must have completed **at least one of the similar works** assignments or has experience with similar kind of assignment for Central/State Government, PSUs, or other government-certified bodies in India. Details of these assignments must be provided. Preference will be given to applicants with prior experience in similar assignments for investigating agencies, where the expert's report has been used as evidence in a court of law.
21. **Preference** will be given to Micro and Small Enterprises (MSEs) as per the Public Procurement Policy for MSEs and latest government guidelines.
22. Government guidelines on relaxing conditions on prior turnover and experience for **start-ups** shall apply, subject to meeting quality and technical specifications.
23. A **penalty/liquidated damages** of up to **10% of the contract value** may be imposed for non-compliance or delay in submission of reports.
24. Participating entities must provide their core business and years of operation, relevant qualifications, firm's technical and managerial structure, key staff qualifications and numbers, and information on eligibility or any conflicts of interest affecting impartiality or service performance.

Signature of the Participating
entities With Seal


Dy. Superintendent of Police, (HQ)
Police Head Quarter,
Airport Road, Nani Daman
Daman – 396210

Date: - /01/2026.

PROFORMA

Quotation – EOI for Participating entities
(To be furnished on the letter head of the entities)

To,

**The Deputy Superintendent of Police (HQ),
Police Head Quarter,
Dadra & Nagar Haveli and Daman & Diu,
Airport Road, Nani Daman
Daman – 396210**

Subject: Submission of Expression of Interest to carry out works as **Chartered Accountant engaged for forensic financial analysis** – for Anti-Corruption Unit, Dadra and Nagar Haveli and Daman and Diu

Sir,

In response to the Invitation for Expressions of Interest (EOI) for the above-mentioned purpose, I/we hereby express our interest in undertaking the proposed assignment. As instructed, we have attached the following documents in separately sealed envelopes:

1. Organizational Details
2. Experience in Related Fields
3. Financial Strength of the Organization
4. Declaration

Yours sincerely,

Signature
Full Name of Firm/Applicant
Stamp
Date

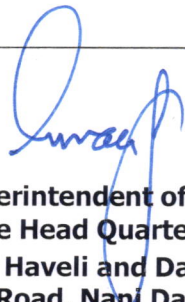
PROFORMA FOR PRICE SCHEDULE

(Enclose with price Quotation - EOI)

Quotation-EOI for Chartered Accountant **for conducting forensic financial Analyst** for conducting inquiries into disproportionate assets

I/We _____ hereby certify that we are established entity namely
M/s _____ hereby express our interest in undertaking the proposed
assignment at the price / rate indicated below:

Sr. No	Description of the item	Total No. of Inquiries	Rate for each inquiry.	Total Amount
01	Chartered Accountant for conducting forensic financial Analyst for conducting inquiries into disproportionate assets	05		


 13/01/26.
**The Deputy Superintendent of Police (HQ),
 Police Head Quarter,
 Dadra & Nagar Haveli and Daman & Diu,
 Airport Road, Nani Daman
 Daman – 396210**

It is hereby certified that I/We have understood all the terms and conditions specified in the quotation – EOI document and are thoroughly aware of the nature of service/job required to be done. I/We agree to a terms and conditions of this Quotation – EOI

(Signature and seal of entities)

Dated: _____

ACCEPTANCE LETTER

(To be given on Company/ entities Letter Head)

(Enclose with Quotation - EOI)

Date: _____

To,

**The Deputy Superintendent of Police (HQ),
Police Head Quarter,
Dadra & Nagar Haveli and Daman & Diu,
Airport Road, Nani Daman
Daman – 396210**

Sub: Acceptance of Terms & Conditions of Quotations-EOI.

Quotation - EOI Reference No: _____

Sir,

1. I/We have obtained the Quotation/EOI document(s) for the above-mentioned work, namely: _____, as advertised on your website(s).
2. I/We hereby certify that I/we have read and understood all the terms and conditions of the quotation documents from Page No. _____ to _____ (including all annexures, schedules, and other related documents), which form part of the contract agreement, and I/we shall fully abide by the terms, conditions, and clauses contained therein.
3. I/We have also taken into consideration all corrigenda issued from time to time by your department/organization while submitting this acceptance letter.
4. I/We hereby unconditionally accept the terms and conditions of the above-mentioned quotation/EOI documents, including all corrigenda, in their entirety.
5. In the event of any violation of the provisions of this quotation, your department/organization shall, without prejudice to any other rights or remedies, have the full liberty to reject this tender/bid, including the forfeiture of the entire earnest money deposit.

Yours Sincerely,

(Signature of the Applicant/Firm, with Official Seal)

CHECK LIST**Other information for participating entities**

All participating entity/firms/companies are requested to attach/send **self-attested, legible documentary proof** of the following documents along with their bid. **Failure to submit any of the required documents will result in the bid being disqualified/rejected outright, without any further clarification.**

SI No	Description	Yes/No
1.	The firm/entity must attach a legible copy of a valid MSME Registration Certificate if claiming preference.	
2.	Only agencies registered for GST are eligible to submit this Quotation/EOI; a copy of the GST Registration Certificate must be attached.	
3.	An undertaking for non-blacklisting of the firm/entity and non-registration of any criminal case must be attached and ICAI.	
4.	An undertaking for not be blacklisted by any Central/State Government, PSU, Government body, or the ICAI. A certificate signed by the authorized signatory must be submitted	
5.	The Quotation - EOI Acceptance Letter should be submitted along with the Quotation-EOI.	
6.	The bidder must provide details of certificates indicating past experience in executing similar works with Government, PSU, Government body.	
7.	Terms and conditions , duly signed and sealed by the company/firm/agency/entity as a token of acceptance, must be attached.	
8.	Copy of PAN Card	
9.	Details of Aadhar Card No.	
10.	Bank details as follows for making payment	
	Name of the Bank/ Branch	
	Account No. of Bidder	
	Type of Account	
	IFSC Code of the Bank	
	MICR Code of the Bank	

Yours Sincerely,

(Signature of the Applicant/Firm, with Official Seal)