



Minutes of the Pre-Bid Meeting held on 04th August, 2025

Minutes of the Pre-Bid meeting for Appointment of Auditor for conducting the Annual Audit of KCRA and CCRA for the financial year 2023-24 and 2024-25 held on 04th August 2025 at 15:00 hrs through video conferencing.

The meeting was attended by the following representatives from the participating CA Firms and NPS Trust:

List of Attendees:		
In Attendance:		
1.	Ms. Sunita	C K PRUSTY & ASSOCIATES
2.	Sh. Satish Chandra	Murali & Venkat
	Sh. Mahendra	Murali & Venkat
3.	Sh. Vikas Mittal	Sanjeev Omprakash Garg & Co.
4.	Ms. Rupali	S. Ramanand Aiyar & Co.
5.	Ms. Prashanti	A R SULAKHE & CO
6.	Sh. Sushil Sharma	Grandmark & Associates*
7.	Ms. Visalakshi Arunachalam	T R CHADHA & CO LLP
8.	Sh. Navanath Valankewar	MILIND NYATI & CO
9.	Sh. Basvaraj	MILIND NYATI & CO
10.	Sh. Samir Raheja	General Manager, NPS Trust
11.	Smt. Bhanu Dora	Deputy General Manager, NPS Trust
12.	Sh. Suresh G	Deputy General Manager, NPS Trust
13.	Sh. Shailesh Jain	Deputy General Manager, NPS Trust
14.	Smt. Priyanka Khatwani	Manager, NPS Trust
15.	Sh. Ajit Singh Bisht	Assistant Manager, NPS Trust

*The firm is not eligible to bid for the RFP.

Smt. Bhanu Dora provided an overview to the participants on the RFP floated by NPS Trust dated 24th July, 2025 for Appointment of Auditor for conducting the Annual Audit of KCRA and CCRA for the financial year 2023-24 and 2024-25.

Thereafter, the participants from the audit firms in attendance sought clarifications and asked queries which are presented below:

Summary of Queries Raised and Responses:

Sl. No.	Name of Firm	Query	Response
1.	CK Prusty & Co.	Whether a minimum fee is prescribed for the assignment?	No minimum fee has been prescribed for the assignment. The bid needs to be quoted as per the defined scope of work mentioned in the RFP dated 24 th

			July 2025 and L1 will be the successful bidder.
2.	CK Prusty & Co.	Where should the bids be submitted?	Bids are to be submitted at NPS Trust's New Delhi office only. The address is as follows: National Pension System Trust, B-302, Tower-B, 3 rd Floor World Trade Centre Nauroji Nagar, New Delhi-110029.
3.	Murali & Venkat Associates	Is the ICAI's least bid clause applicable to this tender?	The RFP is restricted to empanelled CA firms. ICAI's minimum bid amount direction is advisory in nature. Bids are to be submitted as per the scope of work defined in the RFP dated 24 th July 2025 and L1 will be the successful bidder.
4.	Murali & Venkat Associates	Is there any specific team size or qualification requirements for the team members mandated for the assignment?	There is no specific team size requirement or qualification requirement mandated for the team members carrying on the assignment. The same is to be decided by the audit firm. However, the final audit report must be signed by a partner of the firm.
5.	Murali & Venkat Associates	What is the time period prescribed for completion of the audit?	The final report is to be submitted within 60 days from the date of notice from NPS Trust for both CRAs and both FYs. Please refer Annexure I 'Terms & conditions' of the RFP.
6.	Grandmark & Associates	Whether physical visit to CRA offices is required?	Yes, the audit team will need to visit the offices of the CRAs for the assignment. Please refer page number 25 of the RFP.
8.	Sanjeev Omprakash Garg & Co.	What are the indicative number of cases for both CRAs?	Indicative number of claims to be audited for both the CRAs are mentioned in the RFP for each year.



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			Please refer para 6 on 'Scope of Work' of the RFP.
9.	Sanjeev Omprakash Garg & Co.	Whether the audit is financial or process-based?	This is not a financial audit. It is a process and compliance audit vis-à-vis the applicable PFRDA regulations and guidelines.

The participants were informed that the responses to the queries and clarifications will be provided through email and will also be uploaded on the website of NPS Trust.
