ORISSA MINERALS DEVELOPMENT COMPANY LIMITED

(A Government of India Enterprise)

APPOINTMENT OF COST AUDITOR FOR THE FINANCIAL YEAR 2026-27

To,

M/s ______________________________

Cost Accountants

Subject: Limited Tender Enquiry for appointment of Cost Auditor for FY 2026-27

The Orissa Minerals Development Company Limited (OMDC), a Government of India Public Sector Enterprise. OMDC is having 03 (three) Mining Leases in the following names:

i. Bagiaburu Iron Ore Mine (21.52 ha.)

ii. Belkundi Iron & Manganese Ore Mine (1276.79 ha.)

iii. Bhadrasahi Iron & Manganese Ore Mine (998.70 ha.)

Out of the above, only Bagiaburu mine is operational since December'2023.

OMDC invites quotation from firms of Cost Accountants in practice for appointment as Cost Auditor of the Company for FY 2026-27. The appointment shall be in accordance with Section 148 of the Companies Act, 2013, the Companies (Cost Records and Audit) Rules, 2014 and other applicable statutory requirements.

1. SCOPE OF WORK

The appointed Cost Auditor shall undertake the following:

a) Review of Cost Records maintained by the Company and examine their adequacy and compliance with applicable provisions.
b) Conduct Cost Audit of the Company's Cost Records in accordance with the Companies Act, 2013, Companies (Cost Records and Audit) Rules, 2014, applicable Cost Accounting Standards and Cost Auditing Standards.
c) Verification and certification of the relevant statements and annexures forming part of the Cost Audit Report.
d) Submission of the Cost Audit Report in the prescribed Form within the statutory time limit.

e) Report on observations relating to the cost accounting system and suggest measures for cost control and cost reduction, wherever considered necessary.
f) Attend discussions with the Company's officials and make presentation before the Audit Committee/Board of Directors, if required.
g) Comply with other requirements relating to Cost Audit under the Companies Act, 2013 and rules/orders issued by the Ministry of Corporate Affairs from time to time.

2. ELIGIBILITY

a) The firm shall be a firm of Cost Accountants in practice registered with the Institute of Cost Accountants of India (ICMAI) and shall hold a valid Certificate of Practice.
b) The firm shall be eligible for appointment as Cost Auditor under the Companies Act, 2013 and the applicable rules.
c) The firm should have experience in conducting Cost Audit of companies. Preference will be given to firms having experience in mining/mineral sector of Central/State PSU.
d) The firm and its partners shall not suffer from any disqualification applicable under the Companies Act, 2013.
e) The firm shall not have been debarred/blacklisted by ICMAI, Ministry of Corporate Affairs or any Government/Regulatory authority.

3. DOCUMENTS TO BE SUBMITTED

a) Profile of the firm.
b) ICMAI Firm Registration Number and valid Certificate of Practice.
c) PAN and GST Registration details.
d) Details of partners.
e) Brief details of experience in Cost Audit, particularly in mining/mineral sector, if any.
f) List of major Cost Audit assignments undertaken.
g) Declaration regarding eligibility and independence.

4. SELECTION

a) The quotation shall first be examined for fulfilment of the eligibility requirements.
b) Preference shall be given to the lowest eligible bidder (L1), subject to fulfilment of all statutory and other requirements and approval of the competent authority.
c) In case of identical lowest quotations, preference may be given to the firm having longer relevant experience in Cost Audit, particularly in the mining/mineral sector.
d) Mere quotation of the lowest fee shall not confer an automatic right of appointment if the firm does not fulfil the eligibility/statutory requirements.

5. PROFESSIONAL FEE

a) The minimumfee proposed for Cost Audit of FY 2026-27 is Rs.80,000/-(Rupees Eighty thousand only)which is subject to Approval of Board of Directors.GST shall be payable extra, as applicable.
b) The company will provide lodging and boarding facilities at mine office. Transportation will be borne by OMDC as per actual on production of supporting bills.

6. PERIOD OF APPOINTMENT

a) The appointment is for FY 2026–27 and may be extended/renewed for two more financial years at the discretion of OMDC on mutually agreed rates and terms & conditions of both the partiessubject to approval of the competent authority/Board of Directors every year and completion of applicable statutory formalities.
b) The appointment for FY 2026-27 shall not create any right for reappointment for subsequent years.

7. STATUTORY FORMALITIES

a) The selected firm shall provide its consent and other information/documents required by the Company for appointment as Cost Auditor and filing of Form CRA-2 with the Ministry of Corporate Affairs within the prescribed statutory time limit.
b) The appointment shall be subject to the applicable provisions of the Companies Act, 2013 and approval of the competent authority/Board of Directors.

8. CONFIDENTIALITY AND INDEPENDENCE

a) The Cost Auditor and its audit team shall maintain strict confidentiality in respect of the Company's cost records, financial information, production data and other information obtained during the assignment.
b) The Cost Auditor shall remain independent throughout the engagement and shall immediately disclose any circumstance affecting its independence.
c) The Cost Audit work shall not be subcontracted to any other firm.

9. AUDIT TEAM AND COMPLETION OF AUDIT

a) The Cost Auditor shall deploy adequate qualified/semi-qualified personnel for timely completion of the assignment.
b) The audit shall be conducted under the supervision of the Cost Auditor/Partner responsible for the engagement.

c) The Cost Auditor shall complete the audit and submit the Cost Audit Report sufficiently in advance to enable the Company to comply with statutory filing requirements.

10. DEBARMENT/CANCELLATION

The Cost Auditor may be debarred from future assignments of the Company and/or the appointment may be cancelled in case of submission of false information/misstatement, failure to take up or complete the assignment, breach of confidentiality, violation of the terms and conditions, unauthorised subcontracting, or becoming disqualified/ineligible under applicable law.

11. RIGHT OF THE COMPANY

OMDC reserves the right to accept or reject any quotation, seek clarification or additional information, reject incomplete or conditional quotations, cancel the enquiry process without assigning any reason, and take such decision as may be considered appropriate in the interest of the Company, subject to applicable rules and approvals.

12. FINANCIAL BID

Quotation for Cost AuditofThe Orissa Minerals Development Company Limited for FY 2026-27

Sl. No.	Particulars	Amount (₹)
1.	Professional Fee for Review of Cost Records and Cost Audit	
2.	GST	
	Total	

Amount in words: Rupees ____ only.

Travellingis payable separately as per terms above.Boarding/Lodging to be provided by OMDC at mine office.

13. DECLARATION

We hereby confirm that the firm is eligible for appointment as Cost Auditor under the applicable provisions of the Companies Act, 2013 and the Companies (Cost Records and Audit) Rules, 2014. We further confirm that the information furnished by us is true and correct and that the firm is independent and has no conflict of interest affecting the assignment. We agree to abide by the above Terms and Conditions.

For M/s ________________________________

Authorised Signatory: ________________________________

Name: ____

Designation: ____

Date: ___________________ Seal: ___________________

14. SUBMISSION OF QUOTATION

The completed and signed quotation, along with the required documents, shall be submitted to OMDC by the date and time specified in the covering communication/email.

Last date for submission: 01.09.2026

Time: 3.00PM

Physical copy/email: ____