



Housing and Urban Development Corporation Ltd.

(A Govt. of India Enterprise)

**HUDCO Bhawan, Core-7-A, India Habitat Centre,
Lodhi Road, New Delhi - 110 003**

Subject : Appointment of Service Provider for filing of financial statement for the financial year 2010-2011 in eXtensible Business Reporting Language (XBRL) in compliance with regulatory requirements.

Dear Sir/Madam,

Housing and Urban Development Corporation Ltd. (HUDCO) was established in 1970, as a techno finance public sector enterprise fully owned by the Government of India.

A. Purpose :

The Company invites offers from reputed firms / companies to provide services to HUDCO for filing of financial statements for the financial year 2010-2011 in XBRL mode which should be in conformity with the Taxonomy suggested by Ministry of Corporate Affairs.

The service provider should also arrange a certificate from a practicing Chartered Accountancy firm that the financial statement filed by HUDCO in XBRL mode is in conformity with the Taxonomy suggested by the Ministry of Corporate Affairs.

B. Eligibility Requirements for Service provider :

- 1 The Promoters, Management & key executives should have related experience and qualifications and submit the details / profile of the same.
- 2 The firm should have experience in converting at least 5000 financial documents in XBRL mode.
- 3 The firm should have handled at least two XBRL projects for Asian and European Countries and submit the details for the same.
- 4 The firm should have office in NCR (India) and should have adequate staff strength to handle the project.

The above details are to be provided in the format as given in Annexure-I.

General terms and conditions :

The general terms and conditions applicable in regard to submission of Technical and Financial bid / offer for award of job by HUDCO are as follows:-

1. The Technical bid and Financial bid / Offer should be submitted in separate sealed envelopes. Both the Bids / offer to be put in a sealed envelope and shall contain Technical and financial bid / Offer respectively.
2. The bidder should declare whether any Partner / Director of the Firm / Company has any relation with any employee working in HUDCO and if so give the name of the employee and the relationship, and also whether any of them has a relationship within the meaning of Section 6 of the Companies Act 1956, with any of the Directors of HUDCO, and also with the Statutory Auditors (M/s. Agiwal & Associates, Chartered Accountants, New Delhi) of Hudco, if so give details to ensure compliance under sec 297 & 299 of Companies Act'1956.
3. The Technical bid/ Offer shall be opened first and after qualifying technically, the financial bid will be opened for the successful technical bidders only.
4. Any modification in Technical and Financial bid/ Offer after the date of opening will not be considered.
5. Technical and Financial bid/ Offer received late, will not be considered. HUDCO will not be responsible for any postal delay or any delay whatsoever.
6. HUDCO reserves the right to reject any or all bids and/or alter the conditions without assigning any reason.
7. The financial statement for the year 2010-2011 can be seen at HUDCO's Web Site.
8. No EMD is required to be submitted at the time of submission of bids/ offer.
9. The scope of work involve filing of financial statement for the year 2010-2011 in XBRL mode without purchase of software by HUDCO for the purpose.
10. All queries should be sent through E-Mail: kkgupta@hudco.org / guptakk6@gmail.com by 16th September, 2011 till 5 p.m. HUDCO shall provide required clarifications.

C. Financial bid and payment terms :

The firm is requested to please quote the total fees for conversion of financial statement in XBRL mode including certification fees of Chartered Accountants firms in a separate envelope earmarked as "**Financial Bid**". The 100% payment would be made after completion of job to the satisfaction of HUDCO.

Technical and Financial bid / Offer should be sent in a sealed cover as stated above super scribing **“Technical and Financial bid / Offer for providing XBRL services”** and should be sent either by post or deposited in tender box available at 1st Floor at HUDCO, HUDCO BHAWAN, India Habitat Centre, Lodhi Road, New Delhi, 110003 by 1.00 pm on 30th September, 2011. Technical bid / Offer will be opened on same day at HUDCO Head Office at 3.00 p.m., as per address and schedule given on tender page.

Thanking You.

For and on behalf of HUDCO

(K.K Gupta)
General Manager(Finance)

Technical Details

1. Name of BIDDER
2. Address
3. Telephone Number
4. Fax Number
5. Email
6. Web Site
7. Legal status
8. Date of Establishment
9. Contact Person Details:
Name
E-mail
Phone
10. Details of bidder's organization, promoters and key executives specify their experience & qualifications
11. Details of experience in converting financial documents.
12. Particulars of conversion of financial statement in XBRL mode :

S. No.	Name of organization & Country	Name of the team leader and members	Year of implementation

Signature of Bidder
Seal of Bidder