



THE HYDERABAD CRICKET ASSOCIATION

(Affiliated to the board of Control Cricket in India)

INVITATION FOR SEALED QUOTATIONS-Appointment of Pre-Auditors

The Hyderabad Cricket Association (HCA) invites **sealed quotations** from eligible and reputed Chartered Accountant Firms for appointment as **Pre-Auditors** of the Association, in accordance with terms of reference and eligibility criteria prescribed.

A. Scope of Work

1. Conduct pre-audit of all payments prior to release of funds.
2. Verification of bills, vouchers, agreements, work orders, purchase orders, comparative statements, and supporting documents.
3. Ensure compliance with statutory requirements including GST, TDS, Income Tax and other applicable laws.
4. Scrutiny of contracts, vendor payments, reimbursements, advances, settlements, and financial approvals.
5. Verification of adherence to internal financial controls and accounting policies of HCA.
6. Submission of written pre-audit observations and certification before processing payments.
7. **Tender Support Work with Tender Committee**, including:
 - Verification of tender documents and financial bids.
 - Scrutiny of comparative statements and evaluation sheets.
 - Ensuring compliance with financial eligibility criteria.
 - Assisting in financial due diligence of bidders.
 - Certification of financial aspects prior to award of contracts.
8. Any other related financial scrutiny work assigned by HCA from time to time.

B. Experience

- The firm must have a minimum of **5 years of experience** in conducting Internal Audit / Pre-Audit of Central/State Government Departments/ Autonomous Bodies/ PSUs/listed entities/ Sports Institutions/Sports Associations.
- The firm should have **at least 5 partners**.
- The Firm Should have an Average Turnover of at least Rs.50 Lakhs per annum for last 3 financial years.

Rajiv Gandhi International Cricket Stadium, Uppal, Hyderabad - 500 039 Telangana State

E-mail: hycricket@rediffmail.com, website: www.hycricket.org

Estd. 1934



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C. Technical Capacity

The firm must have the ability to deploy a dedicated audit team for the duration of the engagement, including:

- A **Team Leader** (Qualified CA with minimum 5 years post-qualification experience in Internal/Pre-Audit).
- Audit Assistants / Associates with relevant sectoral knowledge and experience.

D. Independence

- The firm or any of its partners/employees must not have any direct or indirect interest in the affairs of the Hyderabad Cricket Association.
- The applicant must submit a **Declaration of Independence and Confidentiality** along with the quotation.

Submission Details

Interested firms shall submit their sealed quotation along with:

- Firm profile
- Documentary proof of eligibility
- Details of experience
- Human resource strength
- Financial credentials
- Professional fee quote

The envelope should be superscribed as:

“Sealed Quotation for Appointment of Pre-Auditors – HCA”

Last Date for Submission: 21-02-2026

Address for Submission:

Hyderabad Cricket Association

Rajiv Gandhi International Cricket Stadium

Uppal, Hyderabad – 500 039

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