

**DIRECTORATE OF AVIATION: GOVT OF MADHYA PRADESH: RAJA BHOJ INTERNATIONAL
AIRPORT: BHOPAL 462 030**

Ref no. F-70/ 1392-A

Dated: 7th March 2019.

Audit of Aviation Operations

The Government of Madhya Pradesh owns and operates Super King Air B-200, Airbus 155 B1 and Bell 407 Helicopters and desires to conduct and Audit of Aviation Operations by Eligible consultants capable of covering its Operations, Maintenance and safety aspects. The details of TOR are available on our Website: www.mpaviation.nic.in

2. The consultants are expected to meet the following criteria-
 - a. Atleast 20 Years Civil Aviation Experience in the aspects mentioned above.
 - b. Proven track record in Audit of State Aviation set-up (desirable).
 - c. The relevant response including the consultancy charges may be submitted in a sealed cover marked "**Audit of Aviation Operations**" to the O/o The Commissioner of Aviation, Government of M.P., Raja Bhoj International Airport, Bhopal by Monday the 18th March, 2019. The Directorate reserves the right to accept or reject any proposal in response to this notice without assigning any reason.
 - d. Application and resume may also be sent to Email: mpaviation@mp.gov.in

Place: Bhopal

Sd/-
Commissioner Aviation, MP

Terms of Reference for Audit of Aviation Operations of Directorate of Aviation

1. The Terms of Reference (ToR) for the purpose of Audit of the Directorate of Aviation should cover but not limited to.

(a) Operations :

- Crew Training & Licensing.
- Flight Duty & Timing Limitations (FDTL).
- Pre Flight Medical Examination (PFME).
- Flight Planning.
- Operations Documentation.
- Load & Trim.

(b) Maintenance :

- Maintenance Practices – Civil Aviation requirements (CAR) – 145.
- CAR M Activities.
- Stores Handling & Procedures (SOP, Documentation, Stock, Identification of Serviceable & Unserviceable Spares, Quarantine and Bonded Stores, Electronic Sensitive Device System Procedures, Procedure for Disposal of Scrap and present status).
- Inspection of Aircrafts.
- Quality systems,
- Procedure of Subcontracted Activities.
- Hangar & other Facilities.
- Training.

(c) Safety :

- Safety Promotion and Awareness Procedures.
- Records of Safety Meetings.
- Safety Literature.
- Cockpit Voice Recorder (CVR) and Flight Data Recorder (FDR) Monitoring.

(d) Others :

- Ground Handling.
- Serviceability of Hangar Equipments.
- Calibration of Hangar Equipments.

2. The audit team members should consist of Pilot, Aircraft Maintenance Engineer (AME) and Safety Personnel.
3. Consulting Charges for the above shall be enclosed in a sealed envelope superscripted as “**Consulting Charges**”