



GOVERNMENT OF WEST BENGAL
OFFICE OF THE DISTRICT MAGISTRATE: JALPAIGURI
(DISTRICT PLANNING SECTION)

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Subject:- **NOTICE INVITING EXPRESSION OF INTEREST (EOI) REGARDING AUDIT UNDER MPLADS**

Sealed Expression of Interest (Eoi) are hereby invited from the Chartered Accountant's firm of repute in connection with the Audit of Accounts of MPLADS in respect of Member of Parliament for 3- Jalpaiguri (SC) P.C. subject to the following **terms and conditions**:-

1. Payment will be made after satisfactory completion of the Works of Audit.
2. The firm shall complete the work within 10(ten) days.
3. Official Secrecy shall be maintained , and
4. No other expenditure in relation to the works & stationary charge what so ever shall be borne by the office.
5. As per MPLADS guidelines-2016, Audit Report and Audit Certificate (in prescribed format) shall be submitted on completion of Audit.
6. Intending applicants are required to submit their applications with full bio-data giving details about their organization, experience, technical personnel in their organization, competence and adequate evidence of their financial standing, etc. in the enclosed form which will be kept confidential.
7. While deciding upon the selection of Chartered Accountant/Cost Accountant firms, emphasis will be given on the ability and competence of applicants to do good quality work within the specified time schedule and in close coordination with other agencies.
8. Each page of the application shall have to be serially marked and signed. The application shall be signed by person/persons on behalf of the organization having necessary authorization/power of attorney to do so. Authority letter to be enclosed.
9. Applications containing false and/or inadequate information are liable for rejection.
10. The firm should have a valid PAN and registration under Goods and Service Tax.
11. Details of working experience with Government/Public Sector Undertakings, Income Tax return for last three (3) years, list of works executed during the three (3) years with name of client, value of contract, performance certificate etc. have to be provided.
12. The Authority reserves the right to accept/reject any or all the application/s without assigning any reason thereof and no subsequent correspondence in this matter will be entertained.

The interested Firms may contact with the Office of the District Magistrate, Jalpaiguri, West Bengal (Planning Section) on any weekdays between office hours for details about facts & figures to be audited and accounts be verified .

Rates should be offered in the following manner for per year in printed letter Head pads for the firm and same has to be dropped in sealed cover addressed to the under signed in the tender box kept at District Planning Section, Jalpaiguri within 6th July, 2020 upto 4.00 p.m.

Sl. No.	Name of the Fund of the Parliamentary Constituency	Period of Audit	Remarks
1.	General Fund	2019-2020, 2020-2021, 2021-	Rates should be given per


19/06/2020


**District Planning Officer
Jalpaiguri**

File No.JAL-22011(19)/12/2020-DEV AND PLAN SEC

2.	Contingency Fund	2022,2022-2023 & 2023-2024	financial year basis
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The interested Firms are requested submit Registration Certificate of their Chartered Accounts Firm containing 6-digit Membership Number.

The scheduled date & time for opening is fixed on 7th July, 2020 at 12.00 noon.


District Planning Officer, Jalpaiguri
For District Magistrate, Jalpaiguri

District Planning Officer

Jalpaiguri
Dated: - 19/06/2020

Memo. No. 362 (9) /Planning/MPLADS
06/2020

Copy forwarded for information and taking necessary action to:

1. The Additional Executive Officer, Jalpaiguri Zilla Parishad, Jalpaiguri
2. The Sub- Divisional Officer, Sadar, Jalpaiguri
3. The Sub- Divisional Officer, Mal, Jalpaiguri
4. The Nezarath Deputy Collector, Jalpaiguri
5. The District Informatics Officer, NIC, Jalpaiguri with a request to upload the notice in the District Web Portal.
6. The District Information & Cultural Officer, Jalpaiguri
7. CA to the District Magistrate, Jalpaiguri
8. CA to the ADM(Dev), Jalpaiguri
9. Notice Board.


District Planning Officer, Jalpaiguri
For District Magistrate, Jalpaiguri
District Planning Officer
Jalpaiguri