

SILIGURI MAHAKUMA PARISHAD

HAREN MUKHERJEE ROAD, HAKIMPARA,

P.O. SILIGURI:: DIST. DARJEELING

Email – aeo-slg@nic.in, Telephone-0353-2523301/0353-2433175, Fax 0353-2433997.

Notice for Inviting Quotation No. : **01/Audit/SMP/IAY/17-18 dt. 26.07.2017**

Sealed quotation in two bid systems (**Technical Bid & Financial Bid**) is hereby invited for **IAY/BAY(PMAY-G) Audit for the year 2016-17** from resourceful & *bonafide* reputed Chartered Accountant Firms having valid Income Tax & Service Tax etc. registration having 3(three) years experience and reputation and expertise in conduction of Institutional Financial Audit of Public Sector / Govt. /Statutory bodies. Firms having at least 2 (two) Chartered Accountants and annual turnover of Rs 10,00,000.00 or more in each year for last three financial years may submit their bid in the enclosed proforma(s).

- The interested firms should have prior experience in conducting audit works for fund of development schemes (specially PMAY-G/IAY) at Gram Panchayats, Blocks & District level in a financial year
- Details of partners along with photo copy of certificate of Institute of Chartered Accounts of India indicating associated or fellow membership must be furnished with the application.
- Number of qualified assistants along with the names and membership numbers and numbers and names of semi-qualified assistants should also be enclosed with the application.

Important dates:

1. Quotation in prescribed proforma mentioning Technical Offer in Part - I and Financial Offer in Part - II (enclosed) in separately sealed envelope super scribing "NIQ for IAY/BAY(PMAY-G) Audit for 2016-17" may be dropped in the tender box placed at Secretary's chamber , Siliguri Mahakuma Parishad during office hours and latest by 3.00pm of **3rd August, 2017 (Thrusday)**.
2. Sealed quotations will be opened on **3rd August, 2017 (Thrusday) at 3:30pm** . Intending Participants /firms may remain present while opening quotations. The technical offer will first be opened and after evaluation the financial bids of the selected qualified bidder, which are found to be technically qualified to undertake the job, will then be opened.

Terms & Conditions:

1. The total no of Programme Implementing Agency / unit involved in the IAY/BAY(PMAY-G) are 5 (five) mentioned here below which would be audited simultaneously as per up-to-date IAY/PMAY-G guidelines & orders.

Name of the Units/PIA:

- A. 04 (Four) Panchayat Samity viz. Matigara, Naxalbari, Khoribari & Phansidewa Panchayat Samity.
- B. Siliguri Mahakuma Parishad.

3. The applicant should state the quoted rate (inclusive of all expenses like material cost, labour charge, transport charge, taxes etc.) clearly in gross for auditing total 5 (five) units involved with the IAY/ BAY(PMAY-G) for completing the task as specified.

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4. The auditor will also prepare the **consolidated statement of accounts of the District, Bank Reconciliation Statement for the entire District and Utilization Certificate** duly signed by the authority and countersigned by the Auditor and submit the same for purpose of consolidation at the State Level.
5. Audit report will have to be submitted to the Additional Executive Officer, Siliguri Mahakuma Parishad within 15 (fifteen) days from the date of receipt of work order.
6. The willing quotationer is of liberty to visit the worksite on any working day during the office hours. No claim other than quoted rate will be entertained later on in this regard.
7. The authority reserves the right to accept or reject any or all quotations without assigning any reasons whatsoever thereof.
8. The authority is not bound to select the agency / person quoting lowest rate to offer executing the agreement, rather technical / financial resource, experience, reputation etc. will also be considered.

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**Additional Executive Officer
Siliguri Mahakuma Parishad**

Memo No. 1063 /1(15)/SMP/IAY(Audit)/XII-9/11

Dated 26/07/2017.

Copy forwarded for information and with request to kindly arrange to display on your Notice Board for wide publicity to:

- 1) The Executive Officer, Siliguri Mahakuma Parishad & District Magistrate, Darjeeling.
- 2) The Commissioner, Siliguri Municipal Corporation, Siliguri.
- 3) The Project Director, Dist. Rural Development Cell, Siliguri Mahakuma Parishad.
- 4) The Secretary, Siliguri Mahakuma Parishad.
- 5) The Sub-Divisional Officer, Siliguri.
- 6) The SDL & LRO, Siliguri.
- 7) The Financial Controller & Chief Accounts Officer, Siliguri Mahakuma Parishad.
- 8) The Block Development Office, Matigara / Naxalbari / Kharibari / Phansidewa Development Block.
- 9) The Sub-Divisional Information & Cultural Officer, Siliguri.
- 10) The Post Master, Siliguri Head Post Office, Siliguri.
- 11) The Accountant, Siliguri Mahakuma Parishad.
- 12) The DA, IAY/BAY, Siliguri Mahakuma Parishad.
- 13) Smt. Anghriya Basu, Tathya Mitra Kendra, Siliguri Mahakuma Parishad with a request to put the Notice in the S.M.P. website immediately without fail.
- 14) The Office Notice Board, Siliguri Mahakuma Parishad.
- 15) NIQ Register.

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26/7/17

**Additional Executive Officer
Siliguri Mahakuma Parishad**

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