



कायालय नगर पालक निगम, रायपुर (छ.ग.)

नया प्रशासनिक कार्यालय, गांधी चौक, वैरन बाजार, रायपुर (छ.ग.)

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No..... / Fin.Deptt. / RMC / 2022

Raipur Dated..... / / 2022

Expression Of Interest

Raipur Municipal Corporation invites expression of interest for selection of firms of Chartered Accountant for Audit of Books of accounts of Raipur Municipal Corporation for the FY 2021-22.

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|-------------------------------------|------------------|--------------------------|
| 1. Application date for tender form | - 06 / 02 / 2023 | till 5:00 PM office time |
| 2. Date of receipt of tender form | - 10 / 02 / 2023 | till 5:00 PM office time |
| 3. Date of submission of tender | - 18 / 02 / 2023 | till 3:00 PM office time |
| 4. Date of opening of tender | - 16 / 02 / 2023 | till 4:00 PM office time |

Details of work are as follows:-

Sl.	Description of work	Estimated fees (In Lakh)	EMD	Tender form fees	Duration of work
1.	Audit of Books of Accounts of Municipal Corporation Raipur for the F.Y. 2021-22	600000/-	6000/-	750/-	3 month

- 1- The applicant firm should be a Partnership firm.
- 2- The applicant firm have to submit Firm registration certificate, Membership certificate of all the partners, Audited Financial statement of the last three financial year (Balance Sheet and Profit & Loss Account along with schedules for F.Y. 2019-20, 2020-21 and 2021-22), Income Tax Returns of last three FY, copy of PAN card, GST registration certificate
- 3- The firm should have minimum average annual gross receipts of more than 50 Lakhs in last three financial years i.e. F.Y. 2019-20, 2020-21 and 2021-22.
- 4- The firm should have at least 3 full time Chartered Accountant as partner and all three chartered accountant should be FCA and at least 3 paid assistants duly registered with ICAI as on 01.01.2022.
- 5- The applicant firm should have Head Office/ Branch office at Raipur (Chhattisgarh), which should be at least 5 year old as of 31/03/2022.
- 6- The firm or any partner of the firm should have carried out any professional assignment related to the field of Chartered Accountant for any Board / Corporation constituted under the State Law/ any State PSU/ any government or private organization for more than 5 years.
- 7- FDR or bank draft (issued by nationalized bank) only in favor of commissioner Municipal Corporation Raipur will be accepted.
- 8- The firm have to submit EOI in two separate Envelopes inside third large envelope clearly marked " Engagement of firms of Chartered Accountants for Audit of Books of accounts of Raipur Municipal Corporation for the FY 2021-2022. Two envelope shall contain:
Envelope 1 - Technical Bid (Annexure A) along with EMD & other relevant documents.
Envelope 2- Financial Bid (Annexure B).
- 9- If the date of submission or opening of tender is declared a holiday due to any reason , It will be done on next working day.
- 10- Conditional tender will not be accepted.
- 11- Commissioner Municipal Corporation Raipur will have the right to accept or reject any tender.
- 12- Completion of work - The work should be completed within three month from the date of handing over of the books of accounts.
- 13- Duration of contract - Initial contract period for the assignment shall be one year. however, based on the performance of work and after approval from competent authority the contract duration may be extended for further period of one year.

Joint Director (Finance)
Municipal Corporation Raipur (C.G.)