

RAJYA ANAND SANSTHAN

(An Autonomous Institution of Government of M.P., Adhyatm Department)

Anand Bhawan, Board of Secondary Education Campus, Bhopal

Website: www.anandsansthanmp.in, E-Mail: anandsansthanmp@gmail.com ☎: 0755-2553434

Raajya Anand Sansthan is an autonomous institute of government of Madhya Pradesh. In order to audit the books of accounts (some of books of accounts may be in electronic form) of the institute for the financial year 2019-20, sealed offers are invited from Registered Chartered Accountants/ Firms having registration with Comptroller & Auditor General of India and having headquarters or branch in Bhopal. The CA/Firm should have minimum 10 years experience in the field of audit, out of which 3 years in the audit of accounts of State/Central Government organizations. Moreover, the firm/CA should have an average turnover of Rs.20 lakhs per year for the last three financial years. I.e.2015-16, 2016-17 and 2017-18. Self attested copy of Income Tax return /Order of departments / audited balance sheet of the firm to be submitted in support of turnover.

For empanelment, it is required to submit offers in the prescribed format accompanied with self attested copies of CA registration, registration with C&AG, certificates and testimonials, besides copy of CA order and audit completion reports in support of experience in the field of government audit.

The last date for submission of sealed offers for empanelment is 4.00 pm on 01/03/2019. Offers received after the due date and time will not be considered whatsoever the reason thereof. The envelope containing the application Should be scribed as “Application for empanelment of Chartered Accountants” If the work of appointed CA for the financial year 2019-20 is found satisfactory, then the empanelment can be extended for further two years (i.e. total 3 years) at the same rate, terms and conditions. After Three Years the CA/ Firm will be changed.

Please submit a copy of this complete document, as token of acceptance of terms and conditions mentioned herein. The institute reserves the right to cancel any or all the offers without assigning any reason thereof. Additional terms and conditions mentioned by the offers will be treated as conditional offer and therefore liable for rejection.

Akhilesh Argal
Chief Executive Officer

Rate Quote
(on the letter head of the CA/Firm)

1	Name of Chartered Accountant/Firm	:												
2	Postal Address	:												
			Pincode:											
3	Contact :	:	Phone:											
			Email:											
4	(a) Total Experience in Years	:												
	(b) Audit experience of Govt/Semi Govt (in years)	:												
5	Turnover for last 3 years	:	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 70%;">Year</th> <th style="width: 30%;">Turnover (Rs.)</th> </tr> </thead> <tbody> <tr> <td>2015-16</td> <td></td> </tr> <tr> <td>2016-17</td> <td></td> </tr> <tr> <td>2017-18</td> <td></td> </tr> <tr> <td>Average T/Over</td> <td></td> </tr> </tbody> </table>		Year	Turnover (Rs.)	2015-16		2016-17		2017-18		Average T/Over	
Year	Turnover (Rs.)													
2015-16														
2016-17														
2017-18														
Average T/Over														
6	Registration No. & date with C&AG	:												
7	CA Registration No. & Date	:												
8	Contact Person and his contact number (s)	:												
9	Annual Audit Fees (in Rs.)	:												
1	Additional Charges for filling of returns (for one financial year)	:												
	1. TDS-24 (4 Quarters)	:												
	2. TDS-26 (4 Quarters)	:												
	3. Form-16 generation & preparation (yearly)	:												
	4. GST Returns (Monthly)	:												
	5. Scrutiny matters (per case till final disposal)	:												
Note:- All charges should be exclusive of all Taxes.														

Checklist/Documents attached:

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.
- 8.
- 9.
- 10.

Authorized signatory
(seal)