



Government of West Bengal
Office of the District Magistrate, Paschim Medinipur
Development & Planning Department

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NIT No. 960

Dated : 06/08/2019

NOTICE INVITING QUOTATION(2nd Call)

Sealed quotations in the prescribed format are invited by the undersigned in plain paper from the bonafide, experienced and reputed Charter Firms (C&AG Empanelled) having proper credential for execution of similar type of physical inspection and audit of Government Fund.

Terms and Conditions given below:-

1. **DOCUMENTS:-**The documents are to be submitted with tender paper as follows-
 - a) Credential certificate of latest physical inspection and audit of any Government department/schemes. b) Empanelled Certificate from C&AG offices (latest).
2. **SUBMISSION OF TENDERS:-** Sealed tenders will have to be dropped in the Tender Box kept at the **office chamber of the District Planning Officer, Paschim Medinipur between 07.08.2019 at 11.00A.M. to 16.08.2019 at 4.00 P.M. (except holidays)** as mentioned in enclosure. No request for extension of time will be allowed. Tenders sent by Post or FAX will not be accepted.
3. **OPENING OF TENDER:-** Tenders will be opened by the undersigned at the office chamber. Tenderers may be present at the time of opening tender.
4. **TIME OF COMPLETION:-** Entire audit work shall have to be completed within stipulated time from the date of issue of work order. Penalty will be imposed on the Agency to whom work order will be issued at a fixed rate decided by the undersigned if she/he does not comply with the terms & conditions.
5. **RATES TO BE QUOTED:-** A tendered has to quote the rate of whole works including all of taxes and other expenses (Quoted amount) clearly in figures and word including transportation charges and all other expenditure if any should be made clearly with initial and date.
6. **ACCEPTANCE OF TENDER:-** The acceptance of the tender will rest with the undersigned who does not bind himself to accept the lowest tender and reserves the right to accept or reject any or all tenders without assigning any reason what so ever and may distribute the work amongst the formal agencies if considered necessary. Any clause/conditions of tender may be modified/alterd/dispensed with keeping in mind on the larger interest of public and the successful execution of the work.
7. **CANVASSING:-** Canvassing in connection with tender is strictly prohibited. If canvassing is proved against any firm, his tender paper will be cancelled out right.
8. **MODE OF PAYMENT:-** The Agency to whom work order will be issued, he may submit the bill for payment on the items of works completed to the under signed. Necessary deduction will be made as per Govt. Rules. Payment will be made on availability of fund and it may take time.

The tenderers/agencies are required to submit all the information as asked for, incomplete and ambiguous information will not consider.

This is issued in the interest of public.

Sl. No.	Item Name	Brief Specifications	No of MPs and NGO's	Audit Time	Last date for dropping Tender	Area to be visit
1	Internal Audit and Physical Inspection of MPLADS Fund	Audit of Government Fund Under MPLADS of Paschim Medinipur District. Financial Year wise/MP wise and Physical Inspection of NGO's (Construction site) that are funding this year. After completion of audit they have to submit the Auditors report with Financial statements (BRS/Receipts and Payments/ Income and Expenditure/Balance Sheet per MP wise) and a special report on NGO's utilization of fund.	Presently 3 MP Constituency and NGO's list may be provided by this Office.	Within 1 Week	16.08.2019 up to 16:00 hour	Paschim Medinipur District.

Tenders will be opened on 19.08.2019 at 16.00 hour and Tenderer may remain present on that day & time.



**Addl. District Magistrate (Dev),
Paschim Medinipur**

Memo No. : 960/1(13) /Dev.

Dated : 06/08/2019

Copy forwarded for wide circulation to:-

1. The Addl. District Magistrate (G)/Addl. District Magistrate (LR)/Addl. District Magistrate (ZP)/Addl. District Magistrate (Dev), Paschim Medinipur.
2. The Sub-Divisional Officer, Kharagpur/Medinipur Sadar and Ghatal Sub-Division, Paschim Medinipur.
3. The District Planning Officer, Paschim Medinipur with a request to arrange a tender Box on these days only.
4. The Nezarath Deputy Collector, Paschim Medinipur Collectorate.
5. The DICO, Paschim Medinipur with a request for wide publication of the tender notice as enclosed herewith in the one National Bengali news papers.
6. The DIO,NIC, Paschim Medinipur with a request to publish it in District website .
7. C.A. to the District Magistrate, Paschim Medinipur.
8. Office notice board of Addl. District Magistrate (Dev.) and District Planning Officer, Paschim Medinipur.


**Addl. District Magistrate (Dev),
Paschim Medinipur**