



## GOVERNMENT OF WEST BENGAL

### WEST BENGAL COMMISSION FOR PROTECTION OF CHILD RIGHTS

ICMARD Building, (9th Floor), Block-14/2, C.I.T. Scheme- VIII (M), Ultadanga, Kolkata - 700 067

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Memo No.- 3176 /WBCPCR-12/2021-SEC(WBCPCR)-WBCPCR

Date 30/10/2024

#### NOTICE INVITING QUOTATION

Sealed quotations are hereby invited from reputed Chartered Accounts Firms empanelled with CAG for appointment as statutory auditor for audit of accounts for the financial year 2023-2024 of West Bengal Commission for Protection of Child Rights which is a statutory body under the Department of Women & Child Development and Social Welfare, Government of West Bengal.

#### Terms and Conditions:

1. The audit will be done at the office of West Bengal Commission for Protection of Child Rights at ICMARD Building (9<sup>th</sup> Floor), Block-14/2, C.I.T. Scheme-VIII(M), Ultadanga, Kolkata-700 067.
2. The quoted audit fee shall be inclusive of all charges, taxes and duties and out of pocket expenses. However, GST will be payable extra as per norms.
3. **Only CAG empanelled Auditor will be eligible to apply. Please mention empanelment number with your application.**
4. The firm should have **10 years** of experience and executed similar assignment under Government Body/ Undertaking/ Statutory Body, copy of such orders to be enclosed (Mandatory).
5. The CA firm must have office at Kolkata or adjacent area.
6. The CA firm must submit Self attested copy of valid Trade License, PAN card, GST Registration Certificate, last year IT Return, Service Tax Registration Certificate.
7. The quotation must have clearly indicate **“Quotation for appointment Statutory Auditor for audit of accounts for the financial year 2023-2024 of West Bengal Commission for Protection of Child Rights at ICMARD Building (9<sup>th</sup> Floor), Block-14/2, C.I.T. Scheme-VIII(M), Ultadanga, Kolkata-700 067”**
8. The quotation address to the Assistant Secretary, West Bengal Commission for Protection of Child Rights, ICMARD Building (9<sup>th</sup> Floor), Block-14/2, C.I.T. Scheme-VIII(M), Ultadanga, Kolkata-700 067 shall be dropped in the Quotation Box kept at the office premises from **30/10/2024** except Saturday, Sunday and other government holidays within 11:00 a.m. to 4:00 p.m. No other mode of submission will be allowed. Receipt copy of submission will not be given.
9. Quoted rate should be submitted in a separate sealed envelope which will be opened later on for those firms selected based on credential.
10. **Quotations received after 3:00 p.m. of November 14, 2024 will not be allowed. Quotations will be opened at 12:00 noon on 18 October 2024.**
11. The incomplete quotes submitted will be rejected without assigning any reason thereof.
12. West Bengal Commission for Protection of Child Rights reserves the right to accept or reject one or all quotations without assigning any reason there.

*Bimondal.*

Assistant Secretary

West Bengal Commission for Protection of Child Rights