



Office of the District Magistrate

&

District Programme Co-ordinator MGNREGA, Cooch Behar

Phone/ Fax- 03582-229617

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NIQ No.: 01/NREGA/2018/Audit

Date: 19/06/2018

Sealed quotation is hereby invited by the DM & DPC, NREGA, Cooch Behar from resourceful bonafied reputed chartered accountant or ICWA firm/professionally skilled person having valid income tax/service tax etc registration with experience in **conduction of institutional financial audit**.

Important dates are as below :

- Quotation in plain paper or in letter head along with mentioning the items and the quoted price clearly written in the word and figure in sealed envelope may be drop in the tender box placed at the office chamber of the District Nodal Officer, MGNREGA, Cooch Behar during office hours latest by 3 pm on 29.06.2018(Friday).
- Sealed quotation will be open on 29.06.2018(Friday) at 4 pm intending participants may remain present while opening quotation.

Terms & condition are as under :

1. Quantity of items may vary 20 % for which no change of rate will be allowed.
2. The applicant should state the quoted rate early in gross for each item(inclusive of all expensive like material cost, labour charge, transport charge, taxes etc) for completing the work as specified.
3. Audited report to be submitted to the DM, Cooch Behar latest by 02.08.2018.
4. The applicant are at liberty to visit the work site on any working day during office hours in presence of and asses the extend of work to be done. No claim other than quoted rate will be entertain later on in this regard.
5. The authority reserve right to except or reject any or all quotation paper without assigning any reason.
6. The authority is not bound to select any agency / percentage quoting lowest rate to offer execution the agreement, rather technical/financial resource, experience, reputation etc. will be consider.
7. The accounts & audit reports are to be consolidated following certain common formats and guidelines to be presented by state Govt. The reports are to be finalized as per instruction and direction of state level auditor.

Sl.No.	Name of the work
1.	Holding Financial Audit for 2017-18 on MGNREGA accounts of each of the 128 G.P. Offices of Cooch Behar District.
2.	Holding Financial Audit for 2017-18 on MGNREGA accounts for each of the 12 Blocks Development Offices / P.S. Offices of Cooch Behar District.
3.	Holding Financial Audit for 2017-18 on MGNREGA accounts for each of the offices of 23 nos. of Line Departments of Cooch Behar District.
4.	Holding Financial Audit for 2017-18 on MGNREGA accounts of District E.A./ PIAS of Cooch Behar District.


Addl. District Magistrate(Dev)
Cooch Behar