

No. F. 5(5)-TB&OCWWB/CA/Audit/2016/63-65
TRIPURA BUILDING & OTHER CONSTRUCTION
WORKERS' WELFARE BOARD
JACKSON GATE, AGARTALA

Dated, Agartala the 11th January, 2019.

NOTICE INVITING TENDER


A tender is hereby invited on behalf of the Tripura Building and Other Construction Workers' Welfare Board from registered Chartered Accountant firm based in Tripura for performing the work of 'compilation of accounts' of the Board for the financial year 2017-2018.

The interested Registered C.A. Firm may drop rate in the tender box at the Office of the under signed for the said work in sealed cover. The last date of submission of the tender documents is 16th January, 2019 up to 4:00 pm and the tender box shall be opened on same day at 5:00 p.m., if possible. Details terms and conditions may be available in Notice Board of the Board or visit www.labour.gov.in

Terms & Conditions:-

1. A brief note on the resource of the Firm indicating its year of establishment, experience (at least five years), qualification is to be communicated.
2. The firm must be a C & AG empanelled auditors as per the latest panel of C & AG or Registrar Co-operative Societies empanelled Chartered Accountant Firm.
3. A copy of registration certificate issued by ICAI has to be submitted along with other documents.
4. The firm must have a registered Office in Agartala.
5. Compilation of Cess collection shall have to be done Department/ Agencies/Institution wise.
6. Compilation of interest on fixed deposit Certificates (Year wise).
7. Preparation of BRS for the F/Y-2017-2018 (Month wise).
8. Preparation of journal A/C of payment made.
9. Compilation works shall have to be done Scheme & District wise.
10. Compilation reports-**4(four) sets** shall have to be submitted in both soft & hard copy
11. Preparation of Master Copy.
12. Preparation of Asset Register.
13. Minimum Fees will be **Rs. 30,000/-** only for this assignment.
14. The interested bidders are to submit their Expression of Interest (EOI) addresses to the undersigned indicating the terms reference, chargeable fees with applicable taxes.
15. Payment will be made after satisfactory compilation of works.
16. The time limit to complete this assignment is on or before **15th February, 2019**.

The Board authority reserves the rights to accept or cancel the tender without showing any reason.


Secretary
TB & OCWW Board
Jackson Gate, Agartala.

Copy to:-

1. The P.S.to the Secretary Labour Department for kind information to the Secretary.
2. The P.S.to the Labour Commissioner, Labour Directorate. Govt. of Tripura for kind information to the L.C.
3. Copy to in-charge of IT Cell, Labour Directorate for uploading in the departmental website.


Secretary
TB & OCWW Board