



## Jharia Rehabilitation and Development Authority, Dhanbad

Hatia More, Golf Ground Road, Hirapur, Po & Dist – Dhanbad. 826001

Email id – [info@jrda.in](mailto:info@jrda.in) Website: [www.jrda.in](http://www.jrda.in)

Tender for- APPOINTMENT OF CHARTERED ACCOUNTANTS FIRM FOR STATUTORY AUDIT AND ANNUAL INCOME TAX RETURN FILLING FOR THREE YEARS (2019-20 To 2021-22) FOR JHARIA REHABILITATION AND DEVELOPMENT AUTHORITY, DHANBAD.

TENDER Ref. No. :- JRDA, DHANBAD/FIN/20-21/03

Dated: 23.11.2020

- |   |                                    |
|---|------------------------------------|
| 1. Sale of tender documents                       | : 25/11/20 to 06/12/20-Office time |
| 2. Due date & time of submission                  | : up to 2.30 PM on 07/12/2020      |
| 3. Date & time of opening (Techno Commercial Bid) | : At 3:30 PM on 07/12/2020         |
| 4. Date & time of opening (Techno Financial Bid)  | : At 3:30 PM on 14/12/2020         |
| 5. Cost of tender document                        | : Rs. 1000.00                      |

Sealed tender are invited in two parts (Part-I, Techno-Commercial Bid and Part –II, Price Bid) from Chartered Accountants Firms for the job of Statutory Audit and Annual Income Tax Return filling from financial year 2019-20 to 2021-22 for Jharia Rehabilitation and Development Authority, Dhanbad ( a nonprofit organization registered under Society Registration Act 1860, Jharkhand and also registered under 12AA of Income Tax Act.) as per details appearing hereinafter:

Tenderer who down loaded the tender document from the website are required to submit the tender fees of Rs. 1000.00 by DD /Pay order drawn on Jharia Rehabilitation and Development Authority, Dhanbad Payable at DHANBAD along with Techno-Commercial Bid.

1) **Nature of Job** : Statutory Audit and Annual Income Tax Return filling from financial year 2019-20 to 2021-22 for Jharia Rehabilitation and Development Authority, Dhanbad for 3 years (2019-20 to 2021-22) . The job will commence from December 2020.

2) **Eligibility:**

- I. The firm must have minimum 2(two) partners who are FCA having experience of 5 years or more as practicing member.
- II. The firm must have experience of at least 3 years in conducting Statutory Audit. in other Govt./PSU's/Scheduled banks.

3) **Fees and Remuneration:** -

The eligible and interested Chartered Accountants Firms should quote their fees & GST Separately all inclusive. Jharia Rehabilitation and Development Authority shall not allow any extra or incidental payment over and above the fees quoted. If the fee quoted is found to be equal by two or more tenderers the lowest shall be decided by draw of lots in the presence of tender committee members and the tenderer those who have quoted equal amount of the tender.

4) **General :-**

- (i) The selected Firm(s) should maintain high standard of audit and cordial relation with the JRDA people. Any problem faced at any level be reported to the CM(F) for early settlement. Punctuality and regularity should be maintained. The Statutory Audit report be submitted within

02 (two) months from the date of completion of Financial year but audit and Annual Income Tax Return filling for the year 2019-20 should be completed within December 2020. All Reports should be submitted in Duplicate one to be submitted to DDC-cum-Project Director and the other to be submitted to CM(F) and Annual Income Tax Return filling should be completed within 03 (three) months from the date of completion of financial year.

(ii) Management decision in selection of Firm(s) is final and binding on all the participating firms and no persuasion or follow-up will be entertained.

**5) Submission of Offers :-**

Offers to be submitted in two parts, viz., Part-I for technical along with all Certificates, credentials including Clients list, service tax registration no & PAN No. and Part-II for all inclusive fees for Jharia Rehabilitation and Development Authority, Dhanbad in a closed envelop addressed to CM(F), Jharia Rehabilitation and Development Authority, Dhanbad at Hirapur, Dhanbad-826001.

**6) Payment Terms:-**

Payment shall be made on yearly basis within 30 days from the submission of report through RTGS. Bank details shall have to be submitted in the prescribed format.

**7) Paying Authority:- Dy.FM, Jharia Rehabilitation and Development Authority, Dhanbad**

**8) Validity of offer :- The offer should remain valid for 60 days from the opening date of tender.**

9) In case of unsatisfactory performance Jharia Rehabilitation and Development Authority, Dhanbad reserves the right to terminate the contract at any time by giving 7 days notice.


10) Tenderer should note that, if this office remains closed on the due date for opening of tender due to some reason not declared earlier or for some unforeseen reason, the offer(s) will be opened on next working day.

11) Tender documents are not transferable.

12) Each and every page of the tender document should be signed by the tenderer and returned with the Techno-Commercial Bid as a token of acceptance of tender terms and conditions.

13) All information in relation to tender finalization, appointment etc will be informed on firms email address. CA firms are requested to mentioned their email address on their offer for such communication.

For J. R. D.A., DHANBAD

  
( DDC-cum-Project Director )  
JHARIA REHABILITATION  
AND DEVELOPMENT  
AUTHORITY, DHANBAD

TENDERER'S SIGNATURE :.....

DESIGNATION :.....

DATE :.....

COMMON SEAL