



WEST BENGAL GREEN ENERGY DEVELOPMENT CORPORATION LTD.

(A Government of West Bengal Company)
Bikalpa Shakti Bhavan, Sector -V
Salt Lake Electronic Complex, Kolkata – 700 091
Phone: 2357-6361/6569/5347

QUOTATION CALL NOTICE

No.WBGEDCL/162/Q-2/2012-13

Dated – 07/06/2012

Sealed quotations are invited from reliable and experienced Chartered Accountants Firms for conducting the internal audit of West Bengal Green Energy Development Corporation Limited (WBGEDCL), under Department of Power & NES, Government of West Bengal for the financial year 2011-12.

Minimum Eligibility Criteria :

- 1) CA Firm should have office at Kolkata.
- 2) CA Firm should have experience in Government Sector Audit for minimum 10(ten) years.

Quotation should be submitted in two parts with 2 separate envelopes

Envelope 1 : Eligibility Criteria – containing

- 1 Application Form in duplicate.
- 2 The photocopy of the proof of registered office at Kolkata i.e. Trade License, registration certificate of ICAI etc.
- 3 The proof of experience in Government sector audit for minimum 10 years.
- 4 List of Proprietor/Partner along with phone numbers

Envelope -2 : Price offered – This envelope shall be opened for those parties who qualify in Eligibility Criteria.

Containing

- 1 Price Offered by the CA Firm.

Both envelopes i.e. Envelope -1 and Envelope -2 duly filled shall then be enveloped in a common envelope duly filled super scribing “**Quotation for conducting Internal Audit of WBGEDCL for the financial year 2011-12 along with quotation number, date and due date.**” The quotation duly filled in and signed along with office seal and all relevant documents should be dropped in the Tender Box only within scheduled date and time.

The Application Format shall be down loaded from our website www.wbgdcl.in . The Pre Bid discussion shall be held on 15.06.2012 at 3.30 p.m. The quotation must be put in proper envelope and should be submitted in WBGEDCL Office on or before 18.6.2012 up to 1.00 p.m and the quotation will be opened at 3.00 p.m. on the same day in presence of intending representative of CA Firms, if any. Addendum, corrigendum, extension of time, cancellation etc. in future will be notified at www.wbgdcl.in only.

WBGEDCL reserve the right to accept or reject any or all offers or part thereof without assigning any reason whatsoever unilaterally. WBGEDCL also does not bind itself to award the assignment to lowest bidder.



(S. Bhattacharya)
Managing Director

Memo.No.WBGEDCL/162/120(i)

Dated 07/06/12

Copy forwarded to :

- 1 Website of WBGEDCL
- 2 Notice Board, WBGEDCL
- 3 The Accounts Section, WBGEDCL



Managing Director

FORMAT OF APPLICATION

To
The Managing Director
West Bengal Green Energy Development Corporation Ltd
Bikalpa Shakti Bhavan,
J-1/10, EP & GP Block,
Salt Lake Electronics Complex, Sector-V,
Kolkata – 700 091

Subject: Quotation for conducting Internal Audit of WBGEDCL for the financial year 2011-12.

Ref: Quotation No. WBGEDCL/Q-2/2012-13 Dated 07/06/2012

Sir,

In response to your quotation, I/we submit my/our offer for conducting Internal Audit of WBGEDCL for the financial year 2011-12. The details particulars of my/our firm are given below:

Sl No.	Particulars	
1	Name of the Firm	
2	Address of the Firm	
3	Contact No.	
4	e-mail ID	
5	Registration No. & date	
6	Status of the Firm (Proprietorship/Partnership)	
7	Name of the Proprietor/Partners along with Membership No.	
8	Number of qualified Article Clerk/Audit Assistant	
9	PAN	
10	Service Tax Registration No. (If any)	
11	CAG Empanelled No.	
12	Experience in Govt. Audit (If required separate sheet may be enclosed)	

Declaration

I/We, hereby, declare that the particulars furnished herein are true to my/our knowledge. If any information is found to be false subsequently by the authority, my/our offer is liable to be rejected.

(Signature with stamp)

N. B. : If necessary extra page may be enclosed