

# RAJYA ANAND SANSTHAN

(An Autonomous Institution of Government of M.P., Anand Department)

Anand Bhawan, Board of Secondary Education Campus, Bhopal

Website: [www.anandsansthanmp.in](http://www.anandsansthanmp.in)

E-Mail: [anandsansthanmp@gmail.com](mailto:anandsansthanmp@gmail.com)

(Contact No. 0755-2553434)

Rajya Anand Sansthan is an autonomous institute of government of Madhya Pradesh. In order to audit the books of accounts (some of books of accounts may be in electronic form) of the institute for the financial year 2022-23, 2023-24 sealed offers are invited from Registered Chartered Accountants/ Firms having registration with Comptroller & Auditor General of India and having headquarters or branch in Bhopal. The CA/Firm should have minimum 10 years experience in the field of audit, out of which 3 years in the audit of accounts of State/Central Government organizations. Moreover, the firm/CA should have an average turnover of Rs.20 lakhs per year for the last three financial years. i.e.2019-20, 2020-21 and 2021-22. Self attested copy of Income Tax return /Order of departments / audited balance sheet of the firm to be submitted in support of turnover.

For empanelment, it is required to submit offers in the prescribed format accompanied with self attested copies of CA registration, registration with C&AG, certificates and testimonials, besides copy of CA order and audit completion reports in support of experience in the field of government audit.

The last date for submission of sealed offers for empanelment is 4.00 pm on 05/07/2022. Offers received after the due date and time will not be considered whatsoever the reason thereof. The envelope containing the application Should be scribed as "Application for empanelment of Chartered Accountants" If the work of appointed CA for the financial year 2022-23, 2023-24 is found satisfactory, then the empanelment can be extended for further One years (i.e. total 3 years) at the same rate, terms and conditions.

Please submit a signed copy of this complete document, as token of acceptance of terms and conditions mentioned herein. The institute reserves the right to cancel any or all the offers without assigning any reason thereof. Additional terms and conditions mentioned by the offers will be treated as conditional offer and therefore liable for rejection.



Akhilesh Argal  
Chief Executive Officers

**Rate Quote**  
(On the letter head of the CA/Firm)

|   |   |   |                |                |
|---|---|---|----------------|----------------|
| 1   | Name of Chartered Accountant/Firm   | : |                |                |
| 2   | Postal Address  | : |                |                |
| 3   | Contact :   | : | Pincode :      |                |
|   |   |   | Phone : .....  |                |
|   |   |   | Email : .....  |                |
| 4   | (a) Total Experience in Year  | : |                |                |
|   | (b) Audit Experience of Govt/Semi Govt (in Year)  | : |                |                |
| 5   | Turnover for last 3 years   | : | Year           | Turnover (Rs.) |
|   |   |   | 2019-20        |                |
|   |   |   | 2020-21        |                |
|   |   |   | 2021-22        |                |
|   |   |   | Average T/Over |                |
| 6   | Registration No. & date with C&AG   | : |                |                |
| 7   | CA Registration No. & Date  | : |                |                |
| 8   | Contact Person and his contact number (s)   | : |                |                |
| 9   | Annual Audit Fees ( in Rs. )  | : |                |                |
| 10  | <b>Additional Charges for filling of returns (for one financial year) - <u>Please Quote your rate for one year irrespective of frequency of return.</u></b> | : |                |                |
| a   | 1. TDS – 24 (For 4 Quarters)  | : |                |                |
| b   | 2. TDS – 26 (For 4 Quarters)  | : |                |                |
| c   | 3. Form – 16 A generation & preparation (Yearly)  | : |                |                |
| d   | 4. GST Return ( For 12 Monthly)   | : |                |                |
| e   | 5. Professional Tax (PT) Return (For 4 Quarters)  | : |                |                |
| f   | 6. Scrutiny matters (per case till final disposal)  | : |                |                |
| Note :- All Charges should be exclusive of all taxes. |   |   |                |                |

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