

 <p>सत्यमेव जयते</p>	<p>उप क्षेत्रीय कार्यालय SUB REGIONAL OFFICE कर्मचारी राज्य बीमा निगम EMPLOYEES' STATE INSURANCE CORPORATION श्रम एवं रोजगार मंत्रालय भारत सरकार MINISTRY OF LABOUR & EMPLOYMENT, GOVT. OF INDIA बी-64 सरोज हाउस सेक्टर-57 नोएडा-201301 B-64, Saroj House, Sector-57, Noida-201301</p>	 <p>क.रा.बी.नि. ESIC</p>
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No-67-N/SRO/रोकड़/CA/14

Date: 14/07/2021

NOTICE INVITING QUOTATIONS

For providing professional services of Chartered Accountant at ESIC Sub-Regional Office, Sector- 57, NOIDA

Online quotations from the Chartered Accountant Firms are invited for providing professional services of Chartered Accountant for carrying out tax related work as mentioned in scope of work for a period of one year which may be extended on year to year basis for two more years subject to satisfactory completion of work.

1. Instructions to the bidders:

1.1. Eligibility Conditions for bidders:

- 1.1.1. Satisfactory work completion certificate from minimum three work organizations must be enclosed. Work experience should be within last 5 year for a minimum one year each.
- 1.1.2. Copy of certificate of practice and PAN Card must be enclosed
- 1.1.3. Firm should not be debarred/disqualified by ICAI or any other regulatory authority. Undertaking to be enclosed.

1.2. Tender Schedule :

Date of Issue of Tender Documents	14/07/2021
Last date of submission of duly filled in tender form	04/08/2021 TILL 05:00 PM
Date of Opening of Bid	05/08/2021 AT 11:00 AM

1.3 The interested bidders may upload their bids along with duly signed scanned copies of all relevant certificates/documents etc in support of their technical bids and financial bids on the website <https://eprocure.gov.in/eprocure/app>.

1.4 Finance bids of technically qualified bidders shall be opened and the lowest rate will be considered for award of contract.

1.5 The document can also be downloaded from the website www.esic.nic.in.

- 3.7 The engaged Firm shall provide full details of their representative with qualification etc. such representative will carry identity card of the firm during visit to this office and shall maintain the decorum of the office.
- 3.8 Service charge/consultancy charge or any other charges will not be paid separately for any of the services mentioned in scope of work.
- 3.9 Contract may be terminated at any time if the work is not satisfactory.
- 3.10 For any lapse on the part of firm in relation to the work, penalty as decided by the competent authority may be imposed which shall be binding on the firm.

Assistant Director (Cash)

Annexure-II

Financial Bid:

Description	Consolidated Charges per year in Rupees (Exclusive of taxes, as applicable) (to be quoted both in figure and words)
Annual charges for providing professional services in accordance with the scope of work mentioned in bid document.	

(Name and Designation of appropriate authority with stamp of the firm)