

Government of West Bengal
Kalyani Govt. Engineering College
Kalyani – 741 235; Nadia

Enquiry No. KGEC/Accounts/2022-23/11

Date : 11.01.2023

To
All Interested Bidders

Sub : Notice inviting Quotation for preparation of BRS, Segregation of Accounts for the Financial year 2017-18, 2018-19, 2019-20, 2020-21 & 2021-22 of Kalyani Govt. Engineering College.

Sir,

Sealed Quotations are invited from Bonafide Auditors / Audit Firms for preparation of BRS, Segregation of Accounts (i.e. students fees, interest fund, etc.) for the financial year 2017-18, 2018-19, 2019-20, 2020-21 & 2021-22 of Kalyani Govt. Engineering College. of Kalyani Govt. Engineering College as per details given below:

Sl. No.	Name of the Item
01.	Preparation of BRS, Segregation of Accounts (i.e. students fees, interest fund, etc.) for the financial year 2017-18, 2018-19, 2019-20, 2020-21 & 2021-22 of Kalyani Govt. Engineering College *

** All bidders are requested to contact the Accounts Officer of the college for any quarries about job descriptions.*

TERMS & CONDITIONS:

1. Quotations should be submitted along with the relevant documents (**self-attested**) i.e. PAN Card, Professional Tax Registration Certificate/P.Tax challan, GST registration certificate (if applicable), Credentials etc. All rates quoted should be inclusive of all taxes. **The rates should be quoted both in figures and words as per prescribed format given below.** Request for inclusion of any tax/levy at a later stage will not be entertained.
2. No advance payment can be made
4. The work should be completed within 2 months from the date of work order
5. Bills in Triplicate along should be presented for payment within 15 days from the date of completion the work
6. The Order No. is to be mentioned on Bill
7. All bills are to be presented accompanied with Work order Copies

General Information

1. The tender documents may be downloaded from the college website www.kgec.edu.in.
2. The sealed quotation is to be submitted /reached to the office of the Principal, Kalyani Government Engineering College by 30.01.2023 up to 12.00 noon.

3. Quotation will open on 30.01.2023 at 12.30 p.m. in the Conference Room of New building of the college.
4. The college reserves the right to reject/cancel any/all bid(s)/tender(s) without assigning any reason.

Sd/-
Principal

Enquiry No. KGEC/Accounts/2022-23/ 11 (05)

Date : 11.01.2023

Copy forwarded for necessary circulation please –

1. The District Magistrate, Nadia
Krishnanagore, Dist.: Nadia
2. The Sub-Divisional Officer, Kalyani, Nadia
3. The Executive Officer, Kalyani Municipality, Kalyani, Nadia
4. The Store-Keeper, Kalyani Govt. Engineering College, Kalyani, Nadia
5. Guard File



Principal
Dr. Sourabh Kumar Das
Principal
Kalyani Govt. Engineering College
Kalyani- 741 235, Nadia. W.B.

FORMAT OF QUOTATION *

Sl. No.	Description of items	Rate (in Rs.)	
1.	preparation of BRS, Segregation of Accounts (i.e. students fees, interest fund, etc.) for the financial year 2017-18, 2018-19, 2019-20, 2020-21 & 2021-22 of Kalyani Govt. Engineering College *		

Full Signature of Bidder with date