

**Government of West Bengal**  
**Panchayats & Rural Development Department**  
**Joint Administrative Building , (6<sup>th</sup> to 9<sup>th</sup> Floors)**  
**Salt Lake, Block- HC-7, Sector-III, Kol-700106**

Memo No.- 3774-PRD-24099(11)/1/2020-SANITATION SEC. DEPT. of PRD Date :09.11.20

**Invitation of Offer**

The West Bengal State Rural Development Agency(WBSRDA), an agency under this Department invites offer from *bona fide* CAG-empanelled Auditors / Chartered Firms for compilation & preparation of State-level Audit Report / Utilisation Certificates and Annual Statement of Accounts (ASA of different funds under Swachh Bhatat Mission (Grameen) for the F.Y-2019-20 on the basis of the Audit reports / UC / ASA of all the Districts, Siliguri Mahakuma Parishad and GTA (Darjeeling).

A. The terms and conditions are given below :

1. Audit of F.Y.-2019-20 should be done as per guidelines of SBM(G). A copy of the Guideline is available in the website of Ministry of Drinking Water and Sanitation (ddws.nic.in).
2. Closing balance of State Audit 2018-19 & Opening balance of State Audit report 2019-20 should match.
3. State audited expenditure should be reflected in the Utilisation Certificate & ASA.
4. Closing balance of State Audit Report /UC and ASA should match.
5. All formats (Annexure-1A to 1G) and Annexure-II & III Should be prepared and duly signed by the Auditor. Format will be given after acceptance of the Work Order.
6. Certificate of empanelment with the CAG must be submitted along with the offer.
7. The cost to be quoted should be inclusive of all charges.
8. The assigned work is to be completed on or before 24th December 2020.

B. Application should be addressed to Joint Chief Executive Officer, WBSRDA & Joint Secretary to the Government of West Bengal, Panchayats & Rural Development Department, Joint Administrative Building (8<sup>th</sup> Floor), Salt lake , Block –HC-7, Sector-III, Kolkata-7000106 and to be dropped in the ‘Drop Box’ kept for this purpose at the 8<sup>th</sup> Floor (Wing-B) of Joint Administrative Building (8<sup>th</sup> Floor), Salt lake, Block –HC-7, Sector-III, Kolkata-7000106. The offer should contain the following :-

1. Name of the Auditor/Firm
2. Address, email ID and Phone No. of the contact person of the firm
3. CAG empanelment number ( Copy to be attached)
4. Experience in details of Auditing of Government, Programme funds in the last 3 (Three) years (relevant copy of work order/ completion certificate to the enclosed)
5. Total cost inclusive of all charges & taxes (in words)



C. The following different types of funds are to be audited:-

1. Swachh Bharat Mission (Gramin)
2. Extra Budgetary Resources (EBR)
3. Ganga Action Plan (GAP)
4. Swachh Bharat Kosh (SBKT)
5. Performance Based Incentive Grant (DLI1, DLI2 and DLI3)
6. Construction of ICDS Toilet fund
7. WBSRDA(TSC) A/c

D. Last date of submission of application is 18th November 2020 , 2.00 pm. and will be opened on the same day. Joint Chief Executive Officer, WBSRDA & Joint Secretary to the Government of West Bengal, Panchayats & Rural Development Department reserves the right to accept or reject any or all the offers without assigning any reason whatsoever.

 09.11.20  
OSD,BRAIPRD & State Coordinator (MNB)

Memo No.- <sup>3774/1(1)</sup> PRD-24099(11)/1/2020-SANITAION SEC. DEPT. of PRD Date :09.11.20

Copy forwarded for information to the Establishment Cell of this Department with a request to place the same in the Notice Board of this Department.

 09.11.20  
OSD,BRAIPRD & State Coordinator (MNB)