

**Government of West Bengal**  
**Panchayats & Rural Development Department**  
Joint Administrative Building (6<sup>th</sup> to 9<sup>th</sup> Floors)  
Salt Lake, Block – HC7, Sector – III, Kolkata – 700 106

Memo No.-4904 /PRD-24099(11)/1/2020-SANITAION

Date : 30.09.2021

**Invitation of Offer**

The West Bengal State Rural Development Agency(WBSRDA) , an agency under this Department invites offer from bonafide CAG empaneled Auditor's /Chartered Firm for compilations & preparation of State level Audit report/Utiliation Certificate and Annual Statement of Accounts (ASA of different funds under Swachh Bhatat Mission(Gramin) for the F.Y-2020-21 on the basis of the (all) District /Siliguri Mahakuma Parishad and GTA(Darjeeling) Audit reports /UC/ASA's kept in the Sanitation Cell of this Department.

A) The following terms and reference are given below :

- 1) Audit of F.Y-2020-21 should be done as per guidelines of SBM(G). A copy of Guideline is available in the website of Ministry of Drinking Water and Sanitation (ddws.nic.in).
- 2) Closing balance of State Audit 2019-20 & Opening balance of State Audit report 2020-21 should match.
- 3) State Audited expenditure should be reflected in the Utilisation certificate & ASA.
- 4) Closing balance of State Audit report /U.C 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 Workorder.
- 6) CAG empanelment certificate must submitted alongwith the offer.
- 7) The rate to be quoted should be inclusive of all charges.
- 8) The assigned work is to be completed on or before 27<sup>th</sup> November,2021

B) Application should be addressed to the Mission Director & e.o Additional 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 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 firm,
- 3) CAG empanelment number ( Copy attached)
- 4) Expenditure in details of Auditing of Government, Programme funds in last 3 (Three) years (relevant copy of work order/ completion certificate to the enclosed).
- 5) Rate quoted for the work.

C) The following different types of funds to be Audited :-

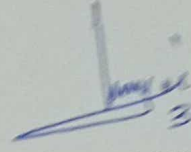
- ) Swachh Bharat Mission(Gramin)
- ) Extra Budgetary Resources(EBR)
- ) Ganga Action Plan(GAP)
- ) Swachh Bharat Kosh(SBKT)
- ) Performance Based Incentive Grant(DLI1,DLI2 and DLI3)
- ) Construction ICDS Toilet fund

WBSRDA(TSC) A/c

Last date of application is 27<sup>th</sup> October, 2021 upto 2.00 pm. and will be opened on the same day at 2.30 P.M.

Minimum rate to be quoted of Rs. 24,780/- (Rupees Twenty four thousand seven hundred eighty) only plus taxes as applicable. Offer from firms quoting below the minimum rate shall be rejected.

The undersigned reserves the right to accept or reject any or all the offers without assigning any reason whatsoever.

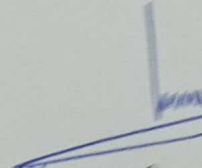
  
30/7/21

Mission Director & e.o Additional Secretary  
to the Government of West Bengal,

Memo No.- 4904(1)/1/PRD-24099(11)/1/2020-SANITAIION

Dated : 30.09.2021

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.

  
30/7/21

Mission Director & e.o Additional Secretary  
to the Government of West Bengal