



**Government of Odisha
Office of Special Relief Commissioner**

No. 1840 /R&DM(DM)

Date: 19/04/2023

Quotation Call Notice

Sealed quotation/ tenders are invited from interested reputed Chartered Accountant Firm for Auditing of Account pertaining to PM CARES Fund. The quotationer / CA Firm should confirm to the Terms and Conditions (Annexure-I).

1. The Chartered Accountant Firm selected will be responsible for audit of the Bank Account held by the Special Relief Commissioner at State Level and District Collectors at District Level pertaining to PM CARES Fund received from Govt. of India. The period of Audit will be from the date of Opening of Bank Account till 31.03.2023.
2. The quotation completed in all shape should reach the Office of the Special Relief Commissioner, Revenue & Disaster Management Department, Rajiv Bhawan, Bhubaneswar, Odisha-751001 on or before **02.05.2023 by 3.30 PM** and the same will be opened on **03.05.2023** at **11.30 AM** in the presence of the bidders or their authorized representatives.
3. The Quotation paper containing General Bid Information & Terms and conditions for appointment of Chartered Account can be downloaded from the website <http://srcodisha.nic.in> (<http://srcodisha.nic.in/tender.php>) **from 20.04.2023 to 02.05.2023 by 3.00 PM**. The applicant shall furnish a **Demand Draft** for an amount **Rs.100/-** (Rupees One Hundred) only in favour of Special Relief Commissioner, Odisha, Bhubaneswar towards the cost of quotation along with the quotation which is non-refundable. Without quotation paper cost the quotation is liable to be rejected.
4. The Authority reserves the right to cancel the tender without assigning any reason thereof.

By orders of the Special Relief Commissioner &
Additional Chief Secretary to Govt.


19.04.2023
FA-cum-Joint Secretary to Govt.

Memo No. 1841/R&DM(DM)

Date: 19/04/2023

Copy forwarded to the Additional Special Relief Commissioner / Joint Special Relief Commissioner (Estt.) / State Port Engineer / OSD (SEOC)-cum-DDO for kind information & necessary action. OSD (SEOC) is requested to upload the tender in the official website of SRC Office (<http://srcodisha.nic.in/tender.php>).


19.04.2023
FA-cum-Joint Secretary to Govt.

Memo No. 1842/R&DM(DM)

Date: 19/04/2023

Copy to Notice Board of Special Relief Commissioner Office, Rajiv Bhawan / Notice Board of Revenue & DM Department, Lokseva Bhawan / Notice Board of WR Department, Rajiv Bhawan / Notice Board of Office of the Principal AG, Odisha, Bhubaneswar.



19.04.2023
FA-cum-Joint Secretary to Govt.

Annexure-I

TERMS AND CONDITIONS FOR APPOINTMENT OF CHARTERED ACCOUNTANT FIRM:

The following terms and conditions must be fulfilled by the successfully bidder for Audit of the Accounts of PM Cares Fund at State level and Districts level.

1. The Chartered Accountant Firm should have latest empanelment with C & AG for the year 2022-23.
2. The Firm should be a partnership firm with minimum 3 (Three) nos. of FCA as on date. The partners having work experience in State Govt. & Central Govt. Audit work (experience certificate in this regard must to be submitted).
3. The firm should have its registered Head office at Bhubaneswar, Odisha and shall have at least 02 Chartered Accountant partner at Bhubaneswar.
4. The selected firm should Audit the Accounts of O/o SRC at State level and District Collectors at District Level pertaining to PM CARES Fund received from Govt. of India.
5. The selected firm may need to visit the district office as per requirement of the O/o Special Relief Commissioner. The TA & DA will be reimbursed extra as per the Govt. norms.
6. The support or input / material / data will be provided by the competent authority to facilitate the assignment.
7. The selected Chartered Accountant Firm should complete the Audit assignment within 30 days from the date of issuing assignment and submit the required Audit Report / Certificate as per norms of O/o Special Relief Commissioner. If the said assignment will not completed within the period the extension of the time will be solely depend on the Special Relief Commissioner. No extra payment shall be applicable for the extended period.
8. The payment will be made after submission of the satisfactory Audit Report along with the Tax Invoice. The deduction will be made as per the Govt. norms.
9. The Authority reserve all right to cancel or modify the tender at any stage without assigning any reason thereof.


19.04.2023
FA-cum-Joint Secretary to Govt.