

Government of Tripura
State Mission Management Unit
Tripura Rural Livelihood Mission
Rural Development Department
Agartala, Tripura (West)

F. No.5 (30)-RD (TRLM)/2019/6168-71

Dated, Agartala...../01/2021

EXPRESSION OF INTEREST

Tripura Rural Livelihood Mission invites sealed Expression of Interest (EoI) from the bonafied and CAG-empanelled Chartered Accountant firms from Tripura for **Financial Management & Technical Support Agency (FMTSA)** of TRLM for the **FY 2020-21**. EoI shall be received **up to 3.00 P.M on 30/01/2021** in the office of the Chief Executive officer, SMMU, TRLM, Bholagiri, Agartala. The bids shall be opened on the same day if possible, when the bidders or their authorized representatives may like to remain present. In this regard, 2(two) formats for submitting details of the CA firm and EoI are enclosed at Annexure- I & II.

The CA firm should have at least 2(two) years experience in audit of accounts of Statutory bodies/ PSUs/ Government organization etc.

Terms & conditions are given below:

1. Work of FMTSA of TRLM shall be held at 5(five) districts including 34(thirty four) blocks (details at Annexure-II).
2. The minimum professional fee for an amount of ₹20,000 (Rupees twenty thousand) only per District (including Blocks) per month is hereby offered for the work of FMTSA of TRLM for the 4th Qtr. of FY 2020-21. The no. of District including Blocks may increase or decrease as per requirement of TRLM time to time.
3. The bidder firm is to furnish a self attested copy of the CAG empanelment certificate alongwith the EoI. If no empanelment certificate is enclosed, the EoI will be rejected.
4. The bidder firm is to furnish self attested copies of valid registration no, PAN no & GST Registration no.
5. The CA Firm must have an Average Annual Turnover of ₹15.00 Lakhs and above during last three years (2017-18, 2018-19, 2019-20). In this regard self attested copies of Balance Sheet should be attached with the EoI.
6. CA firm should complete the deliverables in time as mentioned in the annexure -III.
7. The work order shall be issued in favour of successful bidder for FMTSA for the FY 2020-21 initially and it may be extended further for a maximum period of 2(two) financial years (on yearly renewal basis) with the consent from both the parties, provided that the service during the period of current work order is satisfactory and subject to empanelment of C&AG.
8. CA firms should have Head Office in Agartala.
9. Professional fees should be inclusive of all taxes and TA/DA and other expenses excluding GST as per applicable rate.
10. The Professional fees for the said work shall be paid by the concerned DMMUs.
11. Applicable taxes shall be recovered from the bill.
12. No EoI would be entertained if it does not reach this office within the stipulated date and time.
13. The undersigned reserves the right to accept or reject any EoI including the lowest one without assigning any reason.
14. All disputes lie within the jurisdiction of Agartala only.

(Vikas Singh, IAS)

Chief Executive Officer

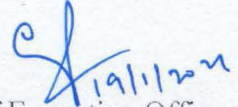
(Addl. Secretary, RD Deptt.)

Tripura Rural Livelihood Mission

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Copy to:

1. M/s..... For information & necessary action.
2. The Director, Information & Technology with a request to arrange display the notice in the website of Tripura State Portal (www.tender.tripura.gov.in) and Rural Development Department (rural.tripura.gov.in) & Tripura Rural Livelihood Mission (www.trlm.tripura.gov.in)
3. The Director, Information and Cultural Affairs with a request to publish of the Abridge notice in leading local dailies.
4. The Accounts Section, SMMU, TRLM for information.
5. Notice Board, SMMU, TRLM, Agartala.



Chief Executive Officer
(Addl. Secretary, RD Deptt.)
Tripura Rural Livelihood Mission

: DETAILS OF CA FIRM:

SL no.	Particulars	Details
A.	Name of the CA Firm	
B.	Official address of the firm with complete contact details	
(i)	Telephone No:	
(ii)	Mobile No:	
(iii)	Email Address:	
C.	Whether the firm is registered with ICAI, if so given registration no.	
D.	PAN No. (Copy Enclosed)	
E.	GST (Copy Enclosed)	
F.	List of Major Audit carried out during the last three financial years (Copy Enclosed)	
G.	Whether the firm is/was implicated or convicted by any court of law or by any other authority.	
H.	Whether any adverse order has been passed against the firm by any regulatory authority.	
I.	Whether investigation by regulatory authority is/are pending against the firm	
J.	Whether the CA firm has ever been barred from appointment by any Govt and/or semi govt. entities.	

Declaration: I do hereby declare that, all the information given above is true to the best of my knowledge and belief.

Name of CA firm:

Membership no:

Name of CA :

Signature & date:

**QUOTATION FOR ENGAGEMENT OF
CHARTERED ACCOUNTANT FIRM**

The interested CA firm may quote their professional fees (including TA/DA and all others expenses excluding GST as per applicable rate) in the following format:

Sl. No	Name of the DMMU	Amount (₹)
1.	West Tripura (Including BMMU Jirania, Old Agartala ,Belbari, Mandwi ,Mohanpur, Bamutia, Lefunga, hezamara ,Dukli)	
2.	Khowai (Including BMMU Khowai ,kalyanpur, Teliamura, Tulashikhar ,Mungia kami ,Padmabil)	
3.	Shepahijala (Including BMMU Bishalgarh , Boxanagar, Charilam, Jampuijala ,Kathalia ,Mohanbhog , Nalchar)	
4.	Unakoti (Including BMMU Gournagar , Chandipur, Pecharthal, Kumarghat)	
5.	North Tripura (Including BMMU Kalachera ,kadamtala, Panisagar ,Laljhuri, Dasda ,Jubarajnagar, Damchera ,Jampui Hills)	
	Total	

(Rupees.....) only

Name of CA firm:

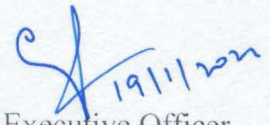
Membership no:

Name of CA :

Signature & date:

Deliverables

1. Provide support related to Financial Management and accounting to DMMUs & BMMUs.
2. Ensure functioning of the system and facilitate monthly / quarterly consolidation of the financial information.
3. Will ensure proper reporting and accounting of DMMUs & BMMUs.
4. Submitting monthly EPF statement in time for preparation of ECR.
5. Preparation of various statutory returns of DMMUs/BMMUs.
6. Monthly preparation of SOE/IUFR at District & Block level.
7. Reconciliation of fund release at all levels.
8. Will prepare financial statements and monthly accounts for the purpose of audit and others.
9. Submission of requirement of fund of DMMUs & BMMUs to SMMU.
10. Updating Google spreadsheet of expenditure of DMMUs & BMMUs.



Chief Executive Officer
(Addl. Secretary, RD Deptt.)
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