



छ.ग.राज्य बीज एवं कृषि विकास निगम लिमिटेड  
(छ.ग.शासन का उपक्रम)  
“बीज भवन” तेलीबांधा पो. रविग्राम, रायपुर

कं./मुख्या./बी.कृ.वि.नि./स्था./ई.ओ.आई./2023-24/13989 दिनांक 15/03/2024  
प्रति,

उप महाप्रबंधक (आई.टी.)  
मुख्यालय, रायपुर (छ.ग.)

विषय:- निगम की वेबसाईट में ई.ओ.आई. अपलोड कराने हेतु।

उपरोक्त विषयांतर्गत पत्र के साथ संलग्न “रूचि की अभिव्यक्ति” के संबंध में तकनीकी बिड एवं वित्तीय बिड दस्तावेज निगम की वेबसाईट में अपलोड कराने का कष्ट करेंगे।

संलग्न:- ई.ओ.आई. दस्तावेज।

  
उप महाप्रबंधक(स्थापना)  
मुख्यालय, रायपुर



छ.ग.राज्य बीज एवं कृषि विकास निगम लिमिटेड  
(छ.ग.शासन का उपक्रम)  
"बीज भवन" तेलीबांधा पो. रविग्राम, रायपुर

कं./मुख्या./बी.कृ.वि.नि./स्था./EOI/2023-24/13990 रायपुर, दिनांक 15/03/2024  
प्रति,

प्रबंधक,  
छत्तीसगढ़ संवाद,  
रायपुर (छ.ग.)

विषय:-चाटर्ड एकाउटेंट की व्यवस्था हेतु ई.ओ.आई. के प्रकाशन बाबत।

उपरोक्त विषयांतर्गत पत्र के साथ संलग्न "रूचि की अभिव्यक्ति" छ.ग. राज्य के दैनिक भास्कर एवं नवभारत दैनिक समाचार पत्रों के आगामी दैनिक अंक में प्रकाशित करने की व्यवस्था करेंगे। प्रकाशन उपरांत देयक प्रबंध संचालक, छ.ग. राज्य बीज एवं कृषि विकास निगम लिमि. के नाम से भुगतान हेतु प्रेषित किया जावे।

संलग्न:- प्रकाशन हेतु रूचि की अभिव्यक्ति ।

// प्रबंध संचालक महोदय द्वारा अनुमोदित //

  
(आर.क.कश्यप)  
उप महाप्रबंधक (स्थापना)  
मुख्यालय रायपुर



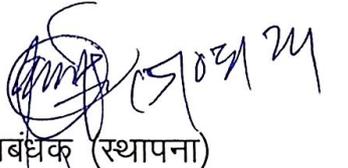
छ.ग.राज्य बीज एवं कृषि विकास निगम लिमिटेड  
(छ.ग.शासन का उपक्रम)  
"बीज भवन" तेलीबांधा पो. रविग्राम, रायपुर

कं./मुख्या./बी.कृ.वि.नि./स्था./2023-24/13990 दिनांक 15/03/2024

//रूचि की अभिव्यक्ति//

छ.ग. राज्य बीज एवं कृषि विकास निगम लि. के लिए आउटसोर्सिंग के माध्यम से चाटर्ड एकाउंटेंट की व्यवस्था हेतु मेनुअल ई.ओ.आई. आमंत्रित है। विस्तृत विवरण निगम के वेबसाइट [www.agriportal.cg.nic.in/beejnigam](http://www.agriportal.cg.nic.in/beejnigam) पर देखा जा सकता है एवं रुपये 2000/- भुगतान कर ई.ओ.आई प्रपत्र मुख्यालय से प्राप्त किया जा सकता है।

मुहरबंद ई.ओ.आई. प्रकाशन दिनांक से दिनांक 02/03/2024 तक बीज निगम मुख्यालय रायपुर ई.ओ.आई. बॉक्स, कक्ष क्रमांक 11 में अपरान्ह 01.00 बजे तक स्वीकार किये जायेंगे।

  
उप महाप्रबंधक (स्थापना)  
मुख्यालय, रायपुर



छ.ग.राज्य बीज एवं कृषि विकास निगम लिमिटेड  
(छ.ग.शासन का उपक्रम)

"बीज भवन" तेलीबांधा पो. रविग्राम, रायपुर

कं./मुख्या./बी.कृ.वि.नि./स्था./2023-24/13990 दिनांक 15/3/2024

//रुचि की अभिव्यक्ति//

छ.ग. राज्य बीज एवं कृषि विकास निगम लि. के लिए आउटसोर्सिंग के माध्यम से चार्टर्ड एकांउटेंट की व्यवस्था हेतु गेनुअल ई.ओ.आई. आमंत्रित है। विस्तृत विवरण निगम के वेबसाइट [www.agriportal.cg.nic.in](http://www.agriportal.cg.nic.in) पर देखा जा सकता है एवं रुपये 2000/- भुगतान कर ई.ओ.आई प्रपत्र मुख्यालय से प्राप्त किया जा सकता है।

मुहरबंद ई.ओ.आई. प्रकाशन दिनांक से दिनांक 02/04/2024 तक बीज निगम मुख्यालय रायपुर ई.ओ.आई. बॉक्स, कक्षा क्रमांक 11 में अपरान्ह 01.00 बजे तक स्वीकार किये जायेंगे एवं उसी दिन खोले जायेंगे।

प्रबंध संचालक

EOI

2023-24



# ***EXPRESSION OF INTEREST***

**FOR**

**OUTSOURCING OF CHARTERED ACCOUNTANT  
FROM CHARTERED ACCOUNTANT FIRM  
YEAR 2023-24**

**(Technical Bid)**

**CHHATTISGARH RAJYA BEEJ EVAM KRISHI VIKAS NIGAM LTD  
(A GOVERNMENT OF C.G.UNDERTAKING)  
RAVIGRAM, TELIBANDHA, RAIPUR, 492006  
TEL/ FAX- 0771-4046039**

*Assawal.*

*MS*

*[Signature]*

*[Signature]*

*[Signature]*

*Kamlesh*

# NOTICE INVITING EOI

## INDEX

S NO.	PARTICULAR	PAGE NO.
1	BIDDER'S COVERING LETTER	1
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*B. S. Rawat*

*M. S.*

*(Signature)*

*S*

*(Signature)*

*Kamlesh Singh*

## C.G. RAJYA BEEJ EVAM KRISHI VIKAS NIGAM RAIPUR (C.G.)

### 1- Schedule of EOI

S. No.	Descriptions	Schedule
1	Opening Date & time for Submission of EOI and payment of EMD.	Dated .....
2	Date & time of Closing bid	Dated ..... Time:----- PM
4	Date & time of Opening EMD	Dated ..... Time:-----PM
5	Date & time of Opening Technical bid	Dated ..... Time:----- PM
6	Date & time of Opening Financial bid	Dated ..... Time:----- PM

#### Procedure to be followed by the bidder:

1. Pay the required Document Fee of Rs. 2000/- + GST (not refundable) in the form of Demand Draft/RTGS only.
2. Pay the required fee of EMD of Rs. 2,00,000/- in the form of Demand Draft/RTGS only drawn in favour C.G. Rajya Beej Evam Krishi Vikas Nigam Ltd. Payable at Raipur.
3. Before final submission check fulfillment of all necessary conditions and document carefully.
4. For any assistance please contact phone number 0771-4212211 in office time.
5. Bank Detail –  
ACCOUNT NAME- C.G. RAJYA BEEJ EVAM KRISHI VIKAS NIGAM LTD  
BRANCH – TELIBANDHA , RAIPUR  
ACCOUNT NUMBER – 39900628740  
IFS CODE – SBIN0005194



## BIDDER'S COVERING LETTER

To,

The Managing Director,  
Chhattisgarh Rajya Beej Evam Krishi Vikas Nigam Ltd.  
Ravigram, Telibandha, Raipur,  
Pin- 492006,

Dear Sir,

Having examined the conditions of contract and specifications, the receipt of which is hereby duly acknowledged. I/we the undersigned offer to execute the work shown in the scope of work and jurisdiction of contract as well as schedule of prices attached herewith and made part of this.

We undertake that, if our bid is accepted, we shall execute the work in accordance with specifications, time limits and terms & conditions stipulated in the tender documents. If our bid is accepted, we shall submit the performance security deposit as per the conditions mentioned in the contract.

We agree to abide by this bid for a period of 30 days from the date of bid opening and it shall remain binding upon us and may be accepted at any time before the expiry of that period. Until a formal agreement is prepared and executed, this bid together with your written acceptance thereof in your notification of award shall constitute a binding on contract between us. Bid submitted by us is properly prepared and sealed so as to prevent any subsequent alteration or replacement.

Signature of Authorised Signatory  
with Date & Seal

**The cost of bid document:**

**Rs.2000.00 (non refundable) from Head Office of CGBKVN Ltd.**

MR No \_\_\_\_\_ date \_\_\_\_\_

## PROFILE OF THE BIDDER

I/We hereby furnish following particulars about our unit /firm:-

S. No.	Particulars	Details
1	Name of Firm/Unit	
2	Office address of the Firm/Unit	
3	Status of Firm L.L.P/Cooperative/Partnership firm/ Proprietorship firm ( <b>Please mention in details</b> )	
	Firm Registration Date	
	Firm Registered in Chhattisgarh (Yes/No)	
4	Name of proprietor	
5	Name of Partner ( In case of Partnership firm )	
6	Name with designation of person authorized to sign the documents on behalf of the firm, if any	
7	Name of Contact Person	
8	GST No.	
9	PAN No.	
10	Ph. No. Office,	
11	Fax No.	
12	Mobile -	
13	E-mail	

**Note:** Firm without GST Number will not be entertained. Please ensure filling of all Information asked above.

(Signature with Seal of Company/ Firm)

*Boorawal*

*M.S*

*[Signature]*

*[Signature]*

*[Signature]*

*Kamlesh*

**LETTER OF AUTHORIZATION FOR REPRESENTATIVE OF A FIRM**

A Letter for authorized representative

M/s....., hereby, authorize the following representative to sign and submit the EOI document, negotiate terms and conditions of the contract, to deal with the ....., to issue and receive correspondence related to all matters of the EOI presented by C.G. Rajy Beej Evam Krishi Vikas Nigam Raipur. We undertake the responsibility arising out of any act of the representative appointed hereby. We do hereby agree to ratify and confirm all acts, deeds and things lawfully done or caused to be done by our said Authorized Representative pursuant to and in exercise of the powers conferred by this Letter of Authorization and that all acts, deeds and things done by our said Authorized Representative in exercise of the power hereby conferred shall and shall always be deemed to have been done by us.

**For Partnership/Proprietorship Firm/L.L.P**

S. No.	Name of Partners	Signature of Partner with seal
1		
2		
3		
4	Name and designation of the representative	
5	Attested signature of the representative	

(Signature with Seal of Company/ Firm)

Note: Original copy is to be presented as and when required.

*Bhawal*      *[Signature]*      *[Signature]*      *[Signature]*      *[Signature]*      *[Signature]*

**C.G. RAJYA BEEJ EVAM KRISHI VIKAS NIGAM LTD RAIPUR (C.G)**

The detailed Expression Of Interest (EOI) document has been prepared to elaborate all techno commercial conditions of this EOI. In case of any discrepancy between the press advertisement and the detailed provisions in this document, the later shall prevail.

**SCOPE OF WORK**

Two Chartered Accountants are required for work in the offices given below-

S NO.	NAME OF OFFICE
1	CHHATTISGARH RAJYA BEEJ EVAM KRISHI VIKAS NIGAM LTD. , RAIPUR

**TERMS OF ENGAGEMENT**

The Chartered Accountants has Minimum 10 year of experience in internal audit/account correction work computerized accounting.

The Chartered Accountants engaged through Chartered Accountants Firm shall not have any claim for regularization to corporation service in any case.

The Chartered Accountants engaged through Chartered Accountants Firm are should be bonafied domicile of Chhattisgarh state only.

The persons deployed shall be required to report for work at 10.00 AM to the Officer of CGBKVN Ltd. and leave at 05.30 PM and may also require to work beyond 5.00 PM for which he would not be paid any extra remuneration. In case, the person deployed remains absent on a particular day or comes late/ leaves early on three occasions, proportionate deduction from the remuneration for one day will be made. The person deployed may be called on holidays to attend duty.

The Chartered Accountants Firm shall not be allowed to transfer, assign, pledge or subcontract its rights and liabilities under this Agreement to any other agency or organization by whatever name be called without the prior written consent of the authority.

The Chartered Accountants Firm shall provide a substitute well in advance if there occurs any probability of the person leaving the job due to his/her own personal reasons. The payment in respect of the over lapping period of the substitute shall be the responsibility of Chartered Accountants Firm. The Chartered Accountants Firm shall be responsible for contributions towards Provident Fund, wherever applicable.

The persons deployed by the Chartered Accountants Firm should have good police records and no criminal case should be pending against them.

The persons deployed should be polite, cordial and efficient while handling the assigned work and their actions should promote goodwill and enhance the image of the Department or office concerned. The Chartered Accountants Firm shall be responsible for any act of indiscipline on the part of the persons deployed.

## TERMS AND CONDITION FOR SUBMISSION OF EOI

Chhattisgarh Rajya Beej Evam Krishi Vikas Nigam Limited invites EOI from reputed Licensed Chartered Accountants Firm under the provisions of Contract Labour (Regulation & Abolition) Act, 1970 for outsourcing of Skilled Chartered Accountants.

EOI document is to be submitted in two parts comprising Part-I Technical Bid & Part-II Financial Bid.

The Part-I (Technical Bid) should contain the EMD and other documents as stated below. The Part-II (Financial Bid) should contain the price offer.

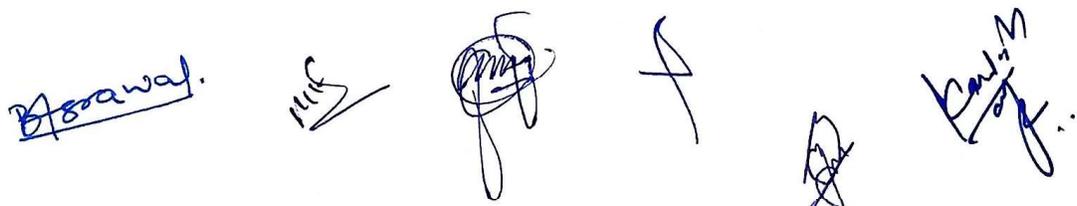
Both the parts should be properly marked and enclosed on separate sealed envelopes for their proper identification.

The envelopes super scribed **TECHNICAL BID & FINANCIAL BID** should again be sealed in a third bigger envelope super scribing **"EOI for Outsourcing of Chartered Accountants"**.

**The following documents should be submitted along-with the Technical Bid failing which the EOI will be liable for rejection;**

### ELIGIBILITY CONDITIONS:-

1. Profile of the Bidder as per proforma page no 2.
2. The **Earnest Money Deposit** (EMD) of Rupees **2,00,000/-** [Rupees Two Lacs only] refundable without interest, should be necessarily accompanied with the Technical Bids of the Chartered Accountant Firm in the form of Demand Draft/RTGS only **drawn in favour of C. G. RAJYA BEEJ EVAM KRISHI VIKAS NIGAM LIMITED payable at RAIPUR** failing which the EOI shall be rejected summarily
3. Bidder Firm may be registered under LLP Act 2008 or a Partnership Firm registered under Partnership Act, 1932 (Attach self attested copy of registration).
4. If the bidder is a Proprietorship Firm then the owner should submit declaration as per given proforma on page number 12 (Relevant document should be attached).
5. Should be a Practicing Chartered Accountants Firm with minimum 10 years (i.e. constituted before 31-12-2013) post qualification experience. Date of constitution as per latest ICAI Firm card will be considered as the evidence for the year of experience.
6. Self attested copy of PAN Card.
7. Self Attested copy of valid G.S.T. Certificate.

A series of six handwritten signatures in blue ink, arranged horizontally. The signatures are stylized and vary in complexity, with some appearing to be initials or names.

8. The CA Firm must have minimum aggregate turnover of Rs. 50 Lacs during the last three financial year i.e. 2020-21, 2021-22 & 2022-23. (Relevant document attached) .
9. Labour License (Issued by office of Regional Labour Commissioner ) of the Agency.
10. Self Attested copy of registration under EPF
11. Self Attested copy of registration under ESI.
12. CA Firm must have been Knowledge of activity of Government Organization (PSU) Semi Government of at least one year in internal audit/account correction work or computerized accounting of Chhattisgarh State Government/Semi State Government during last five calendar year i.e. 2018-19 to 2022-23 (Enclose appointment letter as evidence of being appointed for the said assignment).
13. Applicant Firm should not have been blacklisted by any State Government/Semi Government/Central Government in last 05 years.
14. Undertaking should be submitted on Rs. 100.00 non judicial stamp paper.
15. Copy of firm registration from Institute of Chartered account of India should be enclosed.
16. Fees Should be 30000 to 35000 per month per Chartered Accountant.
17. Other TA/DA should be as per Class II Officer eligibility.
18. Self attested copy of the statement of Bank Account of firm for the last 06 months.

### **Other Conditions:-**

1. The bidder will be bound by the details furnished by it to the Authority while submitting the EOI or at subsequent stage. In case, any of such documents found to be false at any stage, it would be deemed to be breach of terms of Agreement making it liable for legal action besides termination of agreement.
2. The Part-I (Technical Bid) will be opened in the presence of bidder or their authorized representative. They may be present on the date, time and place of opening of EOI if they wish to be present at their own cost.
3. The Part-II (Financial Bid) of those bidders found technically competent, after evaluation of Technical Bid will be opened on a later date to those agencies as mentioned above after prior intimation to them.
4. The Chartered Accountant Firm shall quote rates both in figures and words. In the event of discrepancy between figures and words, the amount mentioned in words will prevail.

5. Earnest Money will be forfeited in the event of non execution of agreement by the successful Firm as per the letter issued from this office on its successful bidding.
6. **The bidder should sign in each page of the EOI document in token acceptance of the terms and condition failing which the tender will be rejected. Conditional bidders or any other terms mentioned in the documents will lead to rejection of the offer.**
7. After execution of agreement the successful agency will be requisitioned for deployment of Chartered Accountant to the control of CGBKVN Ltd. Individual Bio-Data of the deployed Chartered Accountant have to be furnished along with self declaration affidavit (regarding Bio-Data) duly notarized on non judicial stamp paper of Rs. 100/- by the agency with relevant documents with the seal of the agency on it.
8. Canvassing in any form is prohibited and the tenders submitted by the Chartered Accountant Firm who resort to canvassing are liable for rejection.

#### 9. SECURITY DEPOSIT AND REFUND OF EMD

The EMD amount shall be converted in security deposit of successful bidder.

The Earnest Money Deposit in respect of the agencies which do not qualify the Technical Bid shall be returned to them without any interest.

#### 10. AGREEMENT AND PERIOD OF CONTRACT

- 10.1 The Successful Chartered Accountant Firm shall have to execute an agreement in Non- Judicial Stamp paper of Rs.100/- and Pre Contract Integrity Pact Non Judicial Stamp paper of Rs. 100/- .
- 10.2 Minimum period of agreement will be of eleven months.
- 10.3 The Agreement will expire automatically at the end of 11 months of agreement unless extended further by the mutual consent of the Chartered Accountant Firm and the CGBKVN.
- 11.4 The Agreement may be extended, on the same terms and conditions or with some additions/ deletions /modifications for a further specific period mutually agreed upon by the Chartered Accountant Firm and the CGBKVN.
- 11.5. The Authority reserves the right to terminate the agreement during initial period also after giving 30 days notice to the Chartered Accountant Firm.
- 11.6. The Agreement is liable to be terminated because of non-performance, deviation of terms and conditions of contract, non-payment of remuneration of employed persons and non-payment of statutory dues. The CGBKVN Ltd. will have no liability towards nonpayment of remuneration to the persons employed by the Chartered Accountant Firm

Deerawal:      MS      [Signature]      [Signature]      [Signature]      [Signature]

and the outstanding statutory dues of the Firm to statutory authorities. If any loss or damage is caused to the CGBKVN Ltd. concerned by the persons deployed, the same shall be recovered from the unpaid bills or adjusted from the performance Security Deposit.

## 11. DUTIES AND RESPONSIBILITIES OF CHARTERED ACCOUNTANTS FIRM

- 11.1 The Chartered Accountant Firm shall nominate a coordinator who shall be responsible for immediate interaction with CGBKVN Ltd. So that optimal services of the persons deployed could be availed without any disruption.
- 11.2 The entire financial liability in respect of Chartered Accountants deployed in CGBKVN Ltd. shall be that of the Chartered Accountant Firm and the CGBKVN Ltd. Will not be liable. It will be the responsibility of the Chartered Accountant Firm to pay to the person deployed a sum not less than the minimum rate quoted in the financial bid and provide such evidence as may be required by the CGBKVN Ltd.
- 11.3 For all intents and purposes, the Chartered Accountant Firm shall be the "Employer" within the meaning of different Rules & Acts in respect of Chartered Accountants so deployed. The persons deployed by the Chartered Accountant Firm shall not have any claim whatsoever like employer and employee relationship against CGBKVN Ltd.
- 11.4 The Chartered Accountant Firm shall be solely responsible for the redressal of grievances or resolution of disputes relating to person deployed. The CGBKVN Ltd. is in no way, be responsible for settlement of such issues whatsoever. In case the grievances of the deployed person are not attended by the Chartered Accountant Firm the deployed person can place their grievance before a Joint committee consisting of representative of CGBKVN Ltd. and an authorized representative of the Chartered Accountant Firm.
- 11.5 The Chartered Accountants deployed by the Chartered Accountant Firm shouldn't indulge in financial transaction of CGBKVN Ltd. It will be the responsibility of the Firm to ensure to this effect and ask for outstanding position against each employee to the office where they are engaged.

In the event it is detected such outstanding against the Chartered Accountants deployed by the Chartered Accountant Firm, the Chartered Accountant Firm shall be responsible for the same and the amount outstanding with the employee shall be recovered from the payables of the Chartered Accountant Firm.

The Chartered Accountant Firm shall be responsible for any injury or medical illness to any person deployed by the Chartered Accountant Firm in the course of their performing the functions/duties, or for payment towards any compensation.

- 12.6. The Chartered Accountant Firm shall also be liable for depositing all taxes, levies, Cess etc. on account of service rendered by it to the CGBKVN Ltd., from time to time, as per the rules and regulations in the matter. Attested Xerox copies of such documents shall be furnished to the Head Office of the CGBKVN Ltd.

*Asawaal*      *me*      *(Signature)*      *↑*      *(Signature)*      *(Signature)*

12.7. The Chartered Accountant Firm shall remove Chartered Accountants supplied by him on intimation from CGBKVN Ltd. and the decision of CGBKVN Ltd. in this respect will be final.

12.8. The Chartered Accountants supplied by Chartered Accountant Firm shall have no claims in respect of service regularization in corporation and the Chartered Accountant Firm shall ensure non occurrence of such a situation. In the event the Chartered Accountants provided by the Chartered Accountant Firm drags CGBKVN Ltd. to court relating to service regularization, the Chartered Accountant Firm shall be liable to pay the legal expenses that will be required by CGBKVN Ltd. to fight the court case. The amount for such requirement can be deducted from any receivables of the Chartered Accountant Firm from CGBKVN Ltd.

**12. OTHER CONTRACTUAL OBLIGATIONS**

12.1 The chartered accountants deployed by the Chartered Accountant Firm shall not claim nor shall be entitled to pay, perks and other facilities admissible to regular /confirmed employees during the or after expiry of the agreement.

12.2 In case of termination of this agreement on its expiry or otherwise ,the chartered accountants deployed by the Chartered Accountant Firm shall not be entitled to and shall have no claim for any absorption in regular or other capacity.

12.3 The chartered accountants deployed shall not claim any benefit or compensation or absorption or regularization of deployment with office under the provision of rules and Acts. Undertaking from the chartered accountants deployed to this effect shall be required to be submitted by the Chartered Accountant Firm.

12.4 The chartered accountants deployed shall, during the course of their work be privy to certain qualified documents and information which they are not supposed to reveal to third parties. In view of this, they shall be required to take oath of confidentiality and breach of this condition shall make the Chartered Accountant Firm as well as the person deployed liable for penal action under the applicable laws besides, action for breach of contract.

12.5 The Chartered Accountant Firm shall be responsible for compliance of all statutory provisions relating to minimum salary payable to Chartered Accountants deployed by it in the Department or office concerned. The Department or office concerned shall have no liability in this regard.

12.6 The Chartered Accountant Firm shall maintain all statutory registers under the law and shall produce the same, on demand, to the authority of the Department or office concerned or any other authority under law.

12.7 The Tax deduction at source(TDS) shall be as per the provisions of Income Tax Act/Rules, as amended, from time to time and a certificate to this effect shall be provided by the Department or office concerned.

*Prakash*      *M/S*      *[Signature]*      *[Signature]*      *[Signature]*      *[Signature]*

- 12.8 In case, the Chartered Accountant Firm fails to comply with any liability under appropriate law, and as a result thereof, the CGBKVN Ltd. office concerned is put to any loss/obligation monetary or otherwise, the CGBKVN Ltd. office concerned will be entitled to get itself reimbursed out of the outstanding bills or the performance Security Deposit of the Chartered Accountant Firm, to the extent of the loss or obligation in monetary terms.
- 12.9 In case of breach of any terms and conditions attached to this agreement, the Performance Security Deposit of the Chartered Accountant Firm shall be liable to be forfeited besides annulment of the agreement.

### 13. PAYMENT

- 13.1 The Chartered Accountant Firm shall raise the bill, in triplicate, along with attendance sheet received from CGBKVN Ltd. in respect of the persons deployed and submit the same to the prescribed authority in the first week of the succeeding month. As far as possible the payment will be released by the second week of the succeeding month.
- 13.2 The claims in bills regarding Employees State Insurance, Provident Fund and Service Tax etc should be necessarily accompanied with documentary proof pertaining to the concerned bill month. A requisite portion of the bill or whole of the bill amount shall be held up till such proof is furnished, at the discretion of the Department or Office concerned.

**NOTE:-**Here Authority means or called as **Managing Director, Chhattisgarh Rajya Beej Evam Krishi Vikas Nigam Ltd. Raipur.**

### 14. PENALTY AND SETTLEMENT THEREOF

- 14.1 The amount of penalty calculated @ Rs.100 per day on account of delay, if any, in providing a suitable substitute for the period beyond three working days by the Chartered Accountant Firm shall be deducted from its monthly bills in the succeeding month.
- 14.2 The liabilities out of the persons deployed by the Chartered Accountant Firm on the Chartered Accountant Firm's Account and CGBKVN Ltd. will be at its right can recover the same from the outstanding amount of the Agency as well from the Security Deposit made by the Agency.
- 14.3 The Authority reserves the right to withdraw or relax any of the terms and condition mentioned above so as to overcome the problem encountered at a later stage.
- 14.4 In the event of any dispute arising in respect of the clauses of the agreement the same shall be resolved through negotiation. Alternatively the dispute shall be

*Approval:*     

- 14.5 referred to the authority or controlling officer for his decision and the same shall be binding on all parties.
- 14.6 All disputes shall be under the jurisdiction of the Court at the place where the Head Office of the authority, who has executed the agreement, is located.
- 14.7 All rights are reserved to Managing Director of C.G. Rajya Beej Evam Krishi Vikas Nigam Ltd. Either accept or reject to the offer or any case.

Bhargava

M/S



R



Kamlesh  
S/O

# DECLARATION OF PROPRIETORSHIP FIRM

Upload on Rs. 100/- Judicial Stamp Paper Notarized Copy, as well as submit original hard copy at the time of Rate agreement.

We have gone through the complete EOI documents, and understood the instruction to the bidder and we accept the Term & Conditions mentioned in this EOI documents.

I/We-----  
-----

Declares that the above mentioned firm is proprietorship firm and that I/We the sole proprietor and 100 % ultimate beneficial owner of the firm.

Date-----

Offerer's Signature-----

(Name-----)

Witness (Name & Signature)

Address-----  
-----  
-----

Address-----  
-----

Name of the Firm-----

(Seal & Signature)-----

*Boorawa*      *ms*      *[Signature]*      *R*      *[Signature]*      *Kaulish*

## CHECK LIST/ELIGIBILITY CONDITIONS

**Document to be attached as per profile and eligibility of the bidder**

S.No.	Particulars	Attachment Page Number
1	Profile of the Bidder as per proforma page no 2.	(....to....)
2	The <b>Earnest Money Deposit</b> (EMD) details as mentioned in eligibility condition no. 2	(....to....)
3	Bidder company may be registered under LLP Act 2008 or a Partnership Firm registered under Partnership Act, 1932. (Attach self attested copy of registration).	(....to....)
4	If the bidder is a Proprietorship Firm then the owner should submit declaration as per given proforma on page number 12 (Relevant document should be attached).	(....to....)
5	Should be a Practicing Chartered Accountants Firm with minimum 10 years (i.e. constituted before 31-12-2013) post qualification experience. Date of constitution as per latest ICAI Firm card will be considered as the evidence for the year of experience.	(....to....)
6	The CA Firm must have minimum aggregate turnover of Rs. 50 Lacs during the last three financial year i.e. 2020-21, 2021-22 & 2022-23. (Relevant document attached) .	(....to....)
7	CA Firm must have been Knowledge of activity of Government Organization (PSU) Semi Government of at least one year in internal audit/account correction work or computerized accounting of Chhattisgarh State Government/Semi State Government during last five calendar year i.e. 2018-19 to 2022-23 (Enclose appointment letter as evidence of being appointed for the said assignment).	(....to....)
8	Self attested copy of PAN Card.	(....to....)
9	Self Attested copy of valid G.S.T. Certificate.	(....to....)
10	Labour License (Issued by office of Regional Labour Commissioner) of the Agency.	(....to....)
11	Self Attested copy of registration under EPF	(....to....)
12	Undertaking should be submitted on Rs. 100.00 non judicial stamp paper.	(....to....)
13	Copy of firm registration from Institute of Chartered account of India should be enclosed.	(....to....)
14	Self attested copy of the statement of Bank Account of firm for the last 06 months.	(....to....)

- Note:** -1. The Document should be attached Self Attested by the competent Signatory.  
 2. All the documents attached should be numbered and should be mentioned in attachment sheet against respective eligibility condition.  
 3. The Bidder has to produce original documents for verification as and when required.

EOI

2023-24

**EXPRESSION OF INTEREST****FOR**

**OUTSOURCING OF CHARTERED  
ACCOUNTANTS FROM CHARTERED  
ACCOUNTANT FIRM  
YEAR 2023-24**

**(Financial Bid)**

**CHHATTISGARH RAJYA BEEJ EVAM KRISHI VIKAS NIGAM LTD  
(A GOVERNMENT OF C.G. UNDERTAKING)  
RAVIGRAM, TELIBANDHA, RAIPUR, 492006  
TEL-/ FAX- 0771-4046039**

*Prasanna*

*ms*

*[Signature]*

*R*

*[Signature]*

*[Signature]*

**FINANCIAL BID**  
**FOR ENGAGEMENT OF CHARTERED ACCOUNTANT FIRM IN CGBKVN Ltd.**

S.NO.	Requirement/ Required person	Salary (IN RS.)	SERVICE CHARGES TO BE FILLED UP BY THE BIDDER (IN Rs.)
1	2	3	4
1	Chartered Accountant	30000 to 35000	

**Note:-**

1. If a firm quotes nil or zero- fee bid then the nil or zero bids shall be held as unresponsive bids and shall be rejected.
2. Rate per person per month (8 HOURS PER DAY)
3. EPF, GST etc applicable as time to time payable to service provider.
4. The Salary shall not be less than the minimum Salary approved by CGBKVN Ltd. Violating this at any stage will lead to rejection of tender or termination of service.
5. The payment shall be made on conclusion of the calendar month only on the basis of number of working days for which duty has been performed by each person.

B. Senapati.

M.S.









## ABBREVIATIONS

S NO.	ABBREVIATION	PARTICULAR
1	CGBKVN Ltd.	Chhattisgarh Rajya Beej Evam Krishi Vikas Nigam Limited
2	EMD	Earnest Money Deposit
3	EPF	Employees Provident Fund
4	ESI	Employees State Insurance
5	FDR	Fixed Deposit Receipt
6	PAN	Permanent Account Number
7	TDS	Tax deduction at source
8	GST	Goods and Services Tax
9	CGST	Central Goods and Services Tax
10	SGST	State Goods and Services Tax
11	RTGS	Real Time Gross Settlement
12	LLP	Limited Liability Partnership

Approval.

M/S →



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