

**GOVERNMENT OF WEST BENGAL  
DISTRICT HORTICULTURE OFFICE  
COOCH BEHAR**

**A.T.C Complex, Vivekananda Street, Cooch Behar-736101**

NIQ No- 2( MIDH)

Dated: - 15/06/2021

**NOTICE INVITING QUOTATION**

Sealed Quotation is hereby invited by the Deputy Director of Horticulture , FPI & Horticulture Cooch Behar from experienced reputed Chartered Accountant firm for conducting Reconciliation ( 15 years) and Audit (2 years) of MIDH A/c .

**Important dates are as follows:-**

Quotation in letter head along with mentioning the items and the quoted price clearly written in the word and figure in sealed envelope may be drop by hand or sent via speed post / Courier in tender box placed at the Office Chamber of the Deputy Director of Horticulture , Cooch Behar during office hours latest by 3 pm on 24.06.2021 (Thursday).


Sealed quotation will be open on 24.06.2021 ( Thursday) at 4 pm in the office chamber of the undersigned. Intending participants may remain present during opening of quotations.

**Terms & Condition are as under:-**

1. The intending agencies have to submit the self-attested copy of PAN Card, GST Registration , I. T Return ( Last 2 years), P. Tax Certificate, Valid Trade License , Credentials Certificate ( At least 01 work experience in any Government Organization within last 3 (Three) financial year as part of TECHNICAL BID in a separate sealed envelope.
2. Quotationer is quoted the total rate of fees chargeable in a separate sealed envelope marked FINANCIAL BID for such assignment ( 15 years reconciliation and 2 years Audit of MIDH A/c.
3. The technical bid will be opened first and will be evaluated. The financial bid of the eligible quotationers only may be opened after that on the same day or on a future date.
4. The applicant should state the quoted the total rate of fees chargeable for such assignment/work ( Including travelling fare ,GST ,Fooding and Lodging etc all) for completing the work as specified.
5. Reconciliation and Audited report to be submitted to the Deputy Director of Horticulture , Cooch Behar latest 15 days from the date of issuance of work order.
6. The applicant is at liberty to visit the work site on any working day during office hours and asses the extend of work to be done. No claim other that quoted rate will be entertained latte on in this regard.
7. The authorities reserve the right to accept or reject any or all quotation paper without assigning any reason.
8. The authority is not bound to select any agency /percentage quoting lowest rate to offer execution the agreement, rather technical/financial resource, experience, reputation etc. will be considered.

**Name of the work**

Reconciliation from the year of 2005-2006 to 2019-20 (15 years) and Audit from 2018-2019 and 2019-2020 ( 2 years) of MIDH A/c.

  
Deputy Director of Horticulture  
Cooch Behar

15/06/21  
**Deputy Director of Horticulture  
Deptt. of F.P.I. & Horticulture  
Cooch Behar**

Copy circulated for information and display in the notice board of the office of the

1. Office of the District Magistrate and Collector , Cooch Behar
2. Deputy Director of Agriculture(Admn.), Cooch Behar
3. Deputy Director of Agriculture(Training ), A.T.C. Cooch Behar
4. Assistant Director of Agriculture (Soil Conservation) ATC Campus, Cooch Behar
5. Sub Divisional Office, Cooch Behar
6. DIO, NIC, Cooch Behar web publication in [www.coochbehar.nic.in](http://www.coochbehar.nic.in)&[www.coochbehar.gov.in](http://www.coochbehar.gov.in) for wide publicity.
7. Post Master , Cooch Behar Head Office, Cooch Behar
8. Notice board of this Office
9. Office copy.

  
15/06/21

Deputy Director of Horticulture  
Cooch Behar

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Dept. of F.P.I. & Horticulture  
Cooch Behar