



भारतीय अन्तर्देशीय जलमार्ग प्राधिकरण

(पोत परिवहन मंत्रालय, भारत सरकार)

मुख्यालय : ए-13, सेक्टर-1, नोएडा-201 301, (उ.प्र.)

INLAND WATERWAYS AUTHORITY OF INDIA

(Ministry of Shipping, Govt. of India)

Head Office : A-13, Sector-1, Noida-201 301 (U.P.)

Website : www.iwai.gov.in | www.iwai.nic.in

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File No.- IWAI/FIN/GPF/Annual Accounts/2021-22

Date: 07.09.2022

NOTICE INVITING QUOTATION

Subject: NIQ for services of preparation and audit of Annual Accounts, Filing of Income Tax Returns and advice on taxation and other incidental matters thereto for IWAI Employees General Provident Fund Trust at IWAI, Noida -Reg.

TO,

IWAI Employees General Provident Fund Trust was formed vide notification dated 31.03.1994 to manage the fund contributed by IWAI Employees.

Sealed quotations are invited from reputed Chartered Accountants firms for providing above services to our organization. Description of work is enclosed at **Annex-1**.

The terms and conditions are as under: -

1. The bidder should be a reputed professional CA firm having experience of 5 years or more and out of which have at least 3 years or more experience with Govt. Department in providing above services.
2. The quoted price shall be inclusive of all rates & taxes such as GST etc. and no extra charges/fees will be entertained.
3. The firm should submit self-certified copy of PAN Card, Incorporation or Firm Registration certificate and Bank Mandate along with Quotation.

4. Copy of GST registration Certificate or otherwise a declaration to be submitted under GST Act.
5. Payment will be made through E-mode within 30 days after receipt and certification of the bill by concerned officer after deduction of the statutory dues, if any.
6. The work must be completed well before the stipulated time i.e., preparation as well as audit of annual accounts and return to be filed with concerned Authority. The concerned CA Firm will bear the charges in the form of penalty, interest etc. for unnecessary delay and error made during as well as after completion of service.
7. The bidder shall visit the office before quoting and satisfy himself regarding volume of work, otherwise no subsequent representation/request will be entertained.
8. The Firms furnishing copies of work order/experience certificate issued by Govt. Department, PSUs etc. shall be given preference.
9. IWAI Employees' General Provident Fund Trust reserve the right to accept or cancel any quotation without assigning any reason or any prior notices.
10. The Authority has Head office in Noida Sector-1, the representative (CA) of the firm will also attend office during inspection/audit of Annual Accounts by C&AG. No extra fees shall be payable for this work.

The sealed quotation should reach to this office latest by 22th September 2022 till 15:00:00 hrs. Any Delay in receipt of quotation for whatsoever reasons/grounds shall not be entertained.

This issues with the approval of Competent Authority.


Chief Accounts Officer

Encl: - As stated above.

Copy to- IWAI, Head Office, Notice board & Website.

BILL OF SERVICES

Services of Audit of Annual Accounts, Filing of Income Tax Returns and advice on taxation and others incidental Matters thereto

(In Rs.)

Sl. No.	Particulars of Item	Fee	GST	Total Amount
1	Preparation as well as audit of Annual Accounts as per Income tax Act, 1961			
2	Filing of Annual Income Tax return of the Trust as per Income Tax Act, 1961			
3	Advice on Provident Fund Regulation and Taxation matter relating to Trust and other incidental matter from time to time			
Total				

Note: - (Supported with schedule of rate.) IWAI Employees' General Provident Fund Trust has the right to disqualify the firms and award the work to next firms whose rate is justified.

Signature with seal
Membership No.