

Government of West Bengal
Office of the District Magistrate, Nadia
District Child Protection Unit, Nadia
(Social Welfare Section)
2nd Floor, Room No.-309, District Administrative Building, Krishnagar, Nadia
Ph. No. - 03472-252114, Email Id. - dcps.nadia@gmail.com

**Notice inviting expression of interest from CAG empanelled Chartered Accountant (CA) firms
in conducting Annual Audit under Integrated Child Protection Scheme (ICPS) fund for the
financial year 2012-13 to 2017-18.**

Rates for conducting audit are invited from registered and professional audit firms, who are empanelled with the CAG for conducting statutory Audit for ICPS fund in the CCIs run by Govt. (Children Home for Girls, Nagendranagar 3rd Lane, Krishnagar, Nadia), NGOs run CCIs and District Child Protection Unit (DCPU) cell and also few other Programme Implementing Agencies engaged in DCPU works at the district Nadia subject to fulfillment of following criteria:

The interested firms should have prior experience in conducting audit works for fund development schemes at District level in a financial year.

Details of partners along with photo copy of certificate of institute of Chartered Accounts of India indicating associated or fellow membership must be furnished with the application

Number of qualified assistants along with the names and membership numbers and numbers and names of semi-qualified assistants should also be enclosed with the application.

Details of work:

1. In case the audit of CCI run by Govt. (Children Home for Girls, Nagendranagar 3rd Lane, Krishnagar, Nadia) and NGO run CCIs (Funded by ICPS) and District level the Audit team should be headed professional and remaining should be at least semi professional.

Details of office to be covered are also mentioned here:

Sl. No.	Name of the Office	Address	No.
1	District Child Protection Unit (DCPU)	Collectorate Building, Krishnagar, Nadia, 741101	01
2	CCI run by Govt. (Children Home for Girls)	Nagendranagar 3 rd Lane, krishnagar, Nadia, 741101	01
3	CCI run by NGO (Karimpur CNCP Home for Boys)	Pattabuka, Natna, Karimpur, Nadia	01
4	Nadia District Observation Home for Boy	Natunpara, Haranagar, Ghurni, Krishnagar, Nadia	01
5	Ranaghat Lion's Trust SAA	5 No. Dey Chowdhurypara, Ranaghat, Nadia	01

2. Preparation of annual statement of accounts of the financial year 2012-13 to 2017-18.
3. Reconciliation of all bank account.
4. Examination of all books of accounts maintained at District and CCI run by Govt. & NGO Audit will be conducted at district and CCI run by Govt. All the books of account used under ICPS fund District level will be made available for audit at District Child Protection Unit (DCPU) and Govt. run CCI level with NGO run CCIs.
5. Checking of internal control in fund management.
6. Detection of any kind of embezzlement of fund or diversion of fund.

7. The report should be prepared on each office separately as well as general report work must be prepared.
8. Audited Statement of Accounts will include receipts & payments account incomes & expenditure accounts/ Balance sheet as on financial yearly wise.
9. The entire audit programme will be completed within 1 month from the received of the engagement letter and audit report should be submitted within 15 days from the complete of entire audit programme.

The selected agency will have to submit audit schedule to this end within 02 (Two) days receipt of letter of engagement advance.

Each firm should quote the rate of conducting the full audit for DCPU and Govt. & NGO run CCIs under this district including service tax and others expenses if any for the whole year.

Sealed quotations are to be submitted to the Additional District Magistrate (Development), Collectorate Building, Krishnagar, Nadia. The envelope should be marked "Rate quote for Audit of the Financial year 2012-13 to 2017-18 ICPS fund Nadia.

The application must be supported with documents on (i) Registration of the Firm (ii) CAG Empanelment and experience certificate for similar type of work and other details a asked for in the notice.

Authority reserves the right to accept or reject any firm without assigning any reason.

Last date of submission of quotation 08.03.2019 upto 2.00 PM
Opening date 08.03.2019 at 3.00 PM


For District Magistrate, Nadia

Date: 22/02/2019

Memo No. 1048/8/DCPU-N

Copy forwarded for information to the :-

1. The Secretary to the Govt. of West Bengal, Child Development & Women Development and Social Welfare Deptt., Bikash Bhavan (10th Floor), Salt Lake, Kolkata-700091.
2. The Director, Directorate of Child Rights & Trafficking, Govt. of West Bengal, Saishali, Salt Lake, Sector-I, Kolkata-700064.
3. The DIO, NIC, Nadia with request to upload the notice in the district Web site.
4. The DICO, Nadia.
5. The Principal Magistrate, JJB, Nadia.
6. PA to District Magistrate, Nadia.
7. CA to Additional District Magistrate (Development), Nadia.
8. Notice Board.


For District Magistrate, Nadia