

संत गाडगे बाबा अमरावती विद्यापीठ .

संगाबा अवि/२/एफ-२५/२०२२


दिनांक:- १८.०९.२०२२

संत गाडगे बाबा अमरावती विद्यापीठाच्या वार्षिक हिशोबाचे अंकेक्षण करण्याकरिता आर्थिक वर्ष २०२१-२२ व त्या पुढील दोन वर्षाकरिता विद्यापीठाचे वैधानिक लेखा परिक्षक म्हणून सनदी लेखापालाची नियुक्ती करावयाची आहे.

सनदी लेखापालाच्या नियुक्तीच्या शर्ती व अटीसह विस्तृत कोरी निविदा (Quotation) विद्यापीठाचे संकेत स्थळावर (www.sgbau.ac.in) उपलब्ध आहे.

विद्यापीठाच्या संकेत स्थळावर दि.०६.०९.२०२२ ला सादरची कोरी निविदा प्रसिध्द करण्यात आली होती. व निविदा भरून सादर करण्याची अंतीम तिथी १५.०९.२०२२ देण्यात आली होती.ती तारीख आता वाढविण्यात येत आहे.

तरी सनदी लेखापालांनी आपली निविदा भरून दि.२५.०९.२०२२ पर्यंत विद्यापीठाकडे सादर करावी.


Finance & Accounts Officer
वित्त व लेखा अधिकारी
Sant Gadge Baba Amravati University
Amravati.

SANT GADGE BABA AMRAVATI UNIVERSITY, AMRAVATI



Sant Gadge Baba Amravati University invites Quotations from the reputed firms of Chartered Accountants for the Appointment of Statutory Auditor for the Financial Year 2021-22 and subsequent renewal for further two more years on the basis of satisfactory performance.

The interested and eligible firms of Chartered Accountant may submit their Quotations on or before 15th January, 2022.

QUOTATION FOR APPOINTMENT OF STATUTORY AUDITOR

Sant Gadge Baba Amravati University wishes to appoint Statutory Auditor for Auditing of accounts of the University. The details regarding Scope of Work and Terms and Conditions, and specimen forms are as follows:

SCOPE OF WORK

Conduct of Statutory Audit of Financial Statements of the University, certifying the Financial Statements and giving Audit Report as per relevant requirements, by carrying out following illustrative checks-

1. Audit of cash book and bank books (Vouchers/Transactions)
2. Checking all other accounts related records.
3. Checking of different funds and endowment accounts and related records.
4. Checking government and other grants received.
5. Verification of capital purchases and other purchases.
6. Verification of cash, inventory and review of Verification of fixed assets and relevant records.
7. Checking and certifying the fixed deposits and other investments.
8. Checking internal fund transfers to and from different accounts and departments / offices.
9. Review of adherence to the provisions of the Maharashtra universities accounts code.
10. Guidance for maintaining the accounts books and records as per mercantile system of accounting.

11. Preparing consolidated financial statements from the receipt and payment accounts of different departments and conducted college.
12. Audit of financial statements and issue of Statutory Auditors Report thereon.
13. Carry out any other additional checks/processes as may be required by the auditors for certifying the Financial Statements and give Report thereon.

TERMS AND CONDITIONS

1. The auditor has to conduct the audit for the financial year 2021-22, which may further be extended for two more years.
2. The applicant firm should have been registered ICAI and C&AG having address within the jurisdiction of University. Eligible firm should have Head Office or Branch in Amravati city.
3. The CA firm should be in existence for more than 15 years. (Attach proof)
4. The applicant firms should have 3 years auditing experience of the universities.
5. The firm should have GST number and PAN number and should have average turnover of at least Rs. 1 crore each year for last three financial years i.e. 2017-18, 2018-19 & 2019-20. (Attach copy of Profit & Loss account).
6. The firm should have minimum 20 staff / employees, and at least 4 qualified CAs, including partners, on the date of submission of Quotation. (Attach staff list and details of members including partners).
7. Sub-letting the work will not be allowed.
8. The Auditor/Firm has to perform audit in the University's office. The auditors will not be allowed to take out any record of the university, without the permission of the Finance and Accounts Officer.
9. The Quotation should accompany details in the Annexure I to these terms. The items not covered by Annexure I and supporting expected by above mentioned terms should be given independently.
10. The received Quotation will be evaluated on the basis of the fees quoted / criteria and related terms and conditions. Eligible CA firms will be invited to the presentation and interview on which the selection will be based.
11. The University reserves the right to reject the Quotation without assigning any reason for it.
- 12. The firms should fill the Quotation, enclose necessary documents as mentioned in Annexure I, super scribe the envelope as 'Quotation for the Appointment of Statutory Auditor' and send it to **The Finance and Accounts Officer, Sant Gadge Baba Amravati University, Amravati- 444602.****
13. Quotation received after the due date may be considered only if number of eligible Quotations is less than three in number.

ANNEXURE I

QUOTATION

(To be submitted on letter head of CA firm with stamp and signature of partner)

To,

The Finance & Accounts Officer,

Sant Gadge Baba Amravati University,

Amravati- 444602

Sir,

With reference to your advertisement, we are hereby submitting the following Quotation / information -

Sr. No.	Item	Information
1	Name of firm and address	
2	Registration numbers with ICAI, C&AG (Attach proof)	
3	Phone No.	
4	Mailing address:	Head office: Branch:
5	PAN Number (Attach Copy)	
6	GST Number (Attach Copy)	
7	Turnover of the firm for financial years..	2017-18 Rs. 2018-19 Rs. 2019-20 Rs.

8	Details of total audit experience (attach details)	
9	Details of University Audit experience (attach details)	
10	No. of CAs in the firm (Give Details)	
11	No. of employees (Give Details)	
12	Whether the company blacklisted by Govt or other organization.	Yes / No
13	Statutory Audit fees (for one year)	Rs.
14.	Utilisation certificate	Rs. 500/- per certificate.

DECLARATION CERTIFICATE

I / We hereby certify that we have fully read and thoroughly understood the Quotation requirements and accept all terms and conditions of the Quotation including all corrigendum / addendum issued, if any.

In addition, we are aware that incomplete / incorrect submission may lead to the quotation being considered.

Place: Signature of authorised partner

Date: Name of authorized Partner