



Phone/Fax +91-651-3511741

झारखण्ड राज्य सहकारी लाह क्रय-विक्रय एवं आहरण संघ सीमित
The Jharkhand State Co-operative Lac Marketing & Procurement Federation Ltd.
(Manufactures of SEEDLAC, SHELLAC, ALURITIC ACID, BUTTON LAC, SEALING WAX AND OTHER LAC PRODUCTS)
FACTORY : SIDROL, NAMKUM, RANCHI

Website- www.jascolampf.com

E-mail- mdjascolampf@gmail.com

OFFICE : PURULIA ROAD, RANCHI-834001 (INDIA)

Ref. No.276...../ Ranchi,

Dated16-07-2024.....

**JASCOLAMPF INVITES
REQUEST FOR PROPOSAL (RFP) FROM
CATEGORY A - CHARTERED ACCOUNTANT FIRMS**


(CA FIRMS EMPANELLED VIA LETTER NO 954 (7) DATED 05.05.2022 OF
REGISTRAR COOPERATIVE SOCIETIES , JHARKHAND RANCHI)

FOR

**APPOINTMENT OF STATUTORY AUDITORS FOR THE
FINANCIAL YEAR 2023-24**

**THE LAST DATE FOR SUBMISSION OF BID ON 30.07.2024 AT 15.00 HOURS
AND SHALL BE OPENED LATER ON. JASCOLAMPF**

Note: Managing Director Reserves the right to cancel the bid at any moment of time without assigning any reason.


Managing Director,
JASCOLAMPF
Bhartpur, purulia Road,
Ranchi- 834001 (Jharkhand)

1. SCOPE OF WORK

- i) To make review of the system of book keeping & accounting and financial records.
- ii) To make such tests and enquiries as the auditors consider necessary to form an opinion as to the reliability of the records as a basis for preparation of Accounts.
- iii) To verify accounts with reference to the books of accounts i.e ledgers, journal and other subsidiary and supporting records to see that the accounts are in agreement with the books of accounts.
- iv) To make a review of the Income and Expenditure Account/Receipt & Payment Account and the Balance Sheet in order to make a report stating, whether in the opinion of the auditors, the financial statements are presented in conformity with the generally accepted accounting principles and the items therein are described in such a way to give a true and fair view of the financial position and results of operations of the entity.
- v) System of Physical Verification of Inventory.
- vi) Examining financial Statements for arithmetical accuracy, ensuring compliance with applicable accounting standards / guidelines and policies / disclosure requirements
- vii) Regularity in Payment of Statutory Dues.
- viii) Checking of submission of Utilization Certificate.
- ix) Any other work needed for Accounts finalization.

2. SCHEDULE FOR COMPLETION OF AUDIT

The firm will have to start and complete the Audit as per time schedule given by Management.

3. TIME PERIOD FOR ENGAGEMENT-


CA Firm will be appointed for the financial year 2023-24

4. PAYMENT TERMS

- i) The professional fee quoted by the firm shall be valid for the entire contract period. Payment shall be made on completion and submission of signed Audit Report.
- ii) Statutory Taxes will be paid at prescribed rate during the contract period.
- iii) TDS will be deducted as per prevailing rates prescribed in the Income Tax Act from all payment made.

5. OTHER GENERAL TERMS

- i) Format of Application must be completely filled in. Incomplete applications will be rejected outright.
- ii) Please ensure that date of establishment of registered office, Branch office, details of all partners into the firm should be invariably indicated in the application.
- iii) The Audit Program indicated is only tentative and actual program will be issued with approval of competent authority.
- iv) All submitted documents should be signed by a Managing Partner with his name and under the seal of the firm.
- v) Any application received after the stipulated date & time, due to any reason whatsoever, will be rejected outright.
- vi) The RFP should reach at the following address latest by 15.00 hours of 30.07.2024


Managing Director
JASCOLAMPF
Bharatpuri, Purulia Road
Ranchi – 834002 (Jharkhand)

Annexure-A

(To BE FILLED IN BY BIDDER AND ENCLOSE SUPPORTING AS INDICATED)

Sl.No.	Particulars	
1	Chartered Accountant Firm	Name & address of the firm
		Name & Address of authorized partners
		Telephone Number with STD code
		Mobile No.(s) of Partners
		e-mail ID
		(Submit copy of supporting document regarding address of the firm)
2.	Pre-qualification Criteria	
a)	The CA Firm is required to have Income Tax Permanent Account Number (PAN) and GST Registration NO	PAN number of the CA Firm (Submit Copy) GST Registration No. (Submit Copy)
b)	The CA Firms empanelled with C&AG of India.	Empanelment Number (Submit copy of Evidence)

Certified that the above particulars are correct. In the event of any information found to be incorrect, be it at any time. JASCOLAMPF is a liberty to reject the proposal/work awarded to this CA Firm.

Date:

Signature:

Name:

Designation:

OFFICE SEAL

ANNEXURE-B**FINANCIAL BID in respect Statutory Audit 2023-24
(To be filled by bidder)**

Name & address of the firm:-

(Figures in Rupees)

S.No	Description of Service	2023-24
I	Statutory Audit fee for (main Annual Accounts and Statutory Audit Report thereon.	
	Total (I)	

(Amount in words _____ only)

Note: a) Taxes shall be paid extra as per prevailing rates prescribed in the Act.

b) In case of discrepancy in the amount depicted above in figures and words, lower amount will be considered.

c) The above fee is inclusive of out of pocket expenses including local travel

Signature:

Name:

Designation:

Date:

OFFICE SEAL

Self – Declaration – No Blacklisting

(On the letter head of the Firm)

To,
Managing Director
JASCOLAMPF
Bharatpuri, Purulia Road
Ranchi – 834001 (Jharkhand)

In response to the Request For Proposal (RFP) for selecting Statutory Auditors for JASCOLAMPF for the financial year 2023-24. I/ We hereby declare that presently our Chartered Accountant (CA)..... is having unblemished record and is not declared ineligible for corrupt & fraudulent practices either indefinitely or for a particular period of time by any State / Central Government / PSU / Autonomous Body.

We further declare that presently our CA firm..... is not blacklisted and not declared ineligible for reasons other than corrupt & fraudulent practices by any State / Central Government / PSU / Autonomous Body on the date of Bid Submission.

If this declaration is found to be incorrect then without prejudice to any other action that may be taken, my / our security may be forfeited in full and the tender if any to the extent accepted may be cancelled.

Thanking you,

Yours faithfully,

Signatures _____

Name _____

Seal of the CA Firm _____

Place _____

Date _____