

# West Bengal State Rural Development Agency (WBSRDA)

(An Agency of the Panchayats & Rural Development Department, Government of West Bengal:  
Registered under Registration of Societies Act 1961, Registration No. S/IL/17726 of 2003-04)

## Social Audit Unit (SAU)

Joint Administrative Building (8<sup>th</sup> floor) Block – HC-7, Sector – III, Salt Lake, Kolkata – 700 106

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No. 3309-SAU/O/1F-13/2019

Date: 05.06.2023

### **Notice for Inviting quotation for Appointment of External / Statutory Auditor of Social Audit Unit, West Bengal for the Financial Year 2022-23**

The Social Audit Unit, West Bengal invites offer from bonafide CAG empanelled Chartered Firm for audit of accounts of State HQ and all Districts / Siliguri Mahakuma Parishad and GTA (Darjeeling) in West Bengal along with the compilations & preparation of Accounts of the State level Audit report for the F.Y 2022-23 on the basis of the District Social Audit Units (DSAUs) of all Districts / Siliguri Mahakuma Parishad and GTA (Darjeeling) Audit reports / UC etc.

**Structure of State Social Audit Unit, West Bengal :-** The Social Audit Unit, West Bengal is located at State HQ. There are 22 District Social Audit Units located in the districts including Siliguri Mahakuma Parishad and GTA.

**Funding Pattern for State Social Audit Unit and DSAUs :-** State Social Audit Unit receives fund from the State Government Departments and Government of India. The funds are received in the Bank Accounts of the Social Audit Unit, West Bengal. These funds are mostly disbursed through the District Social Audit Units for the purpose of Remuneration of staff, conduct of Social Audit and for administrative costs.

**Approximate Receipt and Payment of State Social Audit Unit:-** The total receipts and payments of the Social Audit Unit, West Bengal were about Rs. 5.79 Crores and Rs. 7.93 Crores respectively during the financial year 2022-23.

#### **A) Minimum Eligibility Criteria:**

- 1) Chartered Accountants with five years' experience
- 2) Having Head Office in Kolkata with 2 Partners as on the date of advertisement
- 3) Experience as Statutory Auditor / Internal Auditor in Government Organization, PSU in last five years.
- 4) The firm should have valid peer-Review Certificate FROM THE ICAI as on the date of advertisement.
- 5) The firm should be empanelled with the "Comptroller and Auditor General of India in Major Audit for the Financial Year 2022-23".

- 6) The audit firm is not one against which disciplinary orders have been issued by the Public Companies Accounting Oversight Board (PCAOB) / National Financial Reporting Authority (NFRA) and these orders are in any manner if he/she- has been found guilty of professional /other misconduct by the Institute of Chartered Accountants of India, or is one against whom disciplinary action contemplated.
- 7) The audit firm is not the one, whose contract was terminated for professional misconduct or whose contract was not renewed by the auditee for poor performance during the last ten years.
- 8) Minimum annual average turnover Rs. 20 lacs for the last three consecutive financial years ( 2019-20, 2020-21, 2021-22).
- 9) The firm having specialized qualification in Public Finance or Government Accounting (any partner) will be preferred.

**B) Documents to be submitted:**

- 1) Necessary documents satisfy the minimum eligibility criteria as per Section –(A)
- 2) Latest Firm Constitution Certificate
- 3) Partnership Deed
- 4) PAN of the Firm
- 5) GSTN of the Firm
- 6) Income Tax Acknowledgement for the Assessment YEAR 2020-21, 2021-22 & 2022-23
- 7) Audited Balance Sheet, Profit & Loss Accounts of the Financial Year 2019-20, 2020-21 & 2021-22
- 8) Audit Methodology and Work Plan

**C)** Application should be addressed to the Director, Social Audit, WBSRDA, Panchayats & Rural Development Department, Joint Administrative Building (8<sup>th</sup> Floor), Salt Lake, Block –HC-7 Sector - III, Kolkata- 700106 .

**D)** Minimum rate to be quoted of Rs 90,000/- (Rupees Ninety Thousand Only) including taxes as applicable. Offer from firms quoting below the minimum rate shall be rejected.

Last date of application is 14.06.2023, 5.00 p.m and will be opened on the same day.

  
Director, Social Audit Unit, WB

**No. 3309/1 (2) -SAU/O/1F-13/2019**

**Date: 05.06.2023**

Copy forwarded for information and necessary action to:-

1. Office Notice Board.
- ✓ 2. ICAI, EIRC, Russel Street, Kolkata.

  
Director, Social Audit Unit, WB