

**Invitation of short quotation from reputed CA Firms for Verification and Certification of Utilization Certificate of Expenditure for Rashtriya Uchchatar Shiksha Abhiyan from FY 2014-15 to 2024-25 in the office of the State Project Directorate (RUSA), 1st Floor, Shiksha Bhavan, Office Lane, Agartala.**

Sealed Quotations are hereby invited by the undersigned for Engagement of CA Firm for Verification and Certification of Utilization Certificate and Statement of Expenditure for RUSA Project from FY 2014-15 to 2024-25 for the RUSA, TSHEC, Agartala as per terms & conditions mentioned below. This is in supersession of earlier tender vide No.F.1(130)-SPD/RUSA/2022, dated-17/09/2022, made in this regard. The filled quotations along with all the required documents must reach the office of the undersigned on or before 21/01/2025 03:00 PM. The Envelope containing the quotation would please be sealed and super scribed as under:-

**Quotation for Engagement of CA Firm for Verification and Certification of Utilization Certificate and Statement of Expenditure for Rashtriya Uchchatar Shiksha Abhiyan from FY 2014-15 to 2024-25.**

**1. Terms & Conditions:**

- A. The quotations received after this deadline & if found to be unsealed shall not be entertained under any circumstances whatsoever. In case of postal delay this office will not be responsible. The offer submitted by Fax/Email shall not be considered and no correspondence will be entertained in this matter.
- B. Quotations must be in the enclosed prescribed Proforma on the letter head of the firm duly signed by the Proprietor/ Partner/ Director or, their authorized representative. In case of signing of quotation by the authorized representative, letter of authorization must be attached with the quotation. Quotation must be dropped in "Quotation Box" in the RUSA Section, Directorate of Higher Education, 1<sup>st</sup> Floor, Shiksha Bhavan.
- C. Qualification criteria: Only registered firms located in Tripura fulfilling the following conditions may apply:
  - a) The Audit Firm shall be in existence for a minimum period of 3(three) years. Copy of the Registration Certificate issued by ICAI shall be attached.
  - b) The applicant should not have been black listed/debarred/ disqualified by any Regulatory/ Statutory Body or Government entity or any International/National agency for corrupt or fraudulent practices.
  - c) The Firm should have an Office/Branch Office in Agartala.
  - d) Firm shall be registered with GST and GSTIN Certificate shall be attached.

**D. SCOPE OF WORKS**

- (i) Audit of utilization of funds.
- (ii) Issue of Report separately certifying the Utilization Certificates (UC) and Statement of Expenditures (SoE) component wise of RUSA grants from FY 2014-15 to 2022-23 of 4 nos RUSA component namely Preparatory Grant, Infrastructure Grant, MMER Grant, MDC Grant under RUSA 1.0 & 2.0.



#### E. TIMING OF AUDIT.

The detailed timeline is mentioned below:

The period will start immediately after issue of Work Order and the work to be done physically in the office of the State Project Directorate, RUSA, during office working hour only. However, Certification may be done within one week of starting of the work.

- F. Data, services and facilities to be provided by RUSA, Tripura.
- i. The firm will be given access to all the documents required.
  - ii. The auditors will be provided office space during the period of audit, if required.
  - iii. No other facilities are provided except (i) and (ii) above.
- G. Rates must be quoted in **Indian Rupees** as per the specified format inclusive of all Taxes as applicable.
- H. Rates must be quoted including all taxes, charges etc.
- I. No overwriting or striking out is permitted in the rate. If found, the quotation shall be summarily rejected.
- J. The rates quoted must be valid for 45 days minimum from the date of opening of the quotation and silence of any tendered on this issue shall be treated as agreed with this condition.
- K. Becoming L1 will not be the criteria for awarding of Work Order unless the rates are reasonable & justified.
- L. The firm/agency have to satisfy the following conditions and attach self-attested copy of the same with the quotation:
- i. Firm shall be registered with the Government of Tripura / Central Government.
  - ii. The firm shall have valid GST/Other taxes and IT, PAN.
- M. The firm should not be black listed by any Govt. Agency/Dept./Ministry. A self-certification to be attached with the tender in this regard as per annexure -2. Quotations qualified by such vague and indefinite expressions such as "subject to prior confirmation", "subject to immediate acceptance" etc. will be treated as vague offers and rejected accordingly. Any conditional quotation shall be rejected summarily.
- N. Payment Terms: Payment will be made only after successfully completion of Audit work and after inspection by RUSA, Tripura.
- O. Director & SPD RUSA, Higher Education Department, reserves the right to reject any quotation or part or the whole of inviting quotation process without assigning any reason. Decision of the Director & SPD RUSA will be final in this regard.

Encl:

Annexure 1 (Format of price bid)

Annexure 2 (Declaration)



## PRICE BID FORM

To  
The Director  
Directorate of Higher Education  
Office lane, Agartala,

Dear Sir,

I/We ..... Submitted the "QUOTATION for Engagement of CA Firm for Verification and Certification of Utilization Certificate and Statement of Expenditure for Rashtriya Uchchar Shiksha Abhiyan from FY 2014-15 to 2024-25".

2. I/We thoroughly examined, understood and accepted terms & conditions given in the enquiry document, failing which my quotation will be rejected out rightly.

3. I/We hereby offer to supply at the following rates.

Sl No	Particulars	Price/Unit Exclusive of GST (INR)	GST/ Other Taxes	Price/ Unit Inclusive of GST (INR)
	Verification and Certification of Utilization Certificate and Statement of Expenditure under RUSA 1.0 & RUSA 2.0			

Note:-

1. The Bidder must submit the GSTIN Registration and PAN Card self-attested copy with the quotation otherwise quotation will be REJECTED.
2. The bidder must quoted their quotation only in above said format on the letter of firm otherwise quotation will be REJECTED.

Date \_\_\_\_\_

(Name) \_\_\_\_\_

Place \_\_\_\_\_

Name of Firm/Company/Agency \_\_\_\_\_

GSTIN No.: \_\_\_\_\_

Bank Name:- \_\_\_\_\_

Bank Account No.: \_\_\_\_\_

IFSC Code:- \_\_\_\_\_

Branch Name: \_\_\_\_\_

Phone No. \_\_\_\_\_

Email: \_\_\_\_\_

(Signature of Authorized Person) \_\_\_\_\_

Seal: \_\_\_\_\_



**DECLARATION REGARDING DISCIPLINARY ACTION / BLACKLISTING /  
DEBARRING**

I / We ..... (Firm/Agency) hereby declare that no disciplinary action has been initiated or contemplated/ suspension of business against the firm by ICAI or any other Statutory Authority during the last three years. I /We .....(Firm/Agency) hereby declare that none of the partners/ employees have been convicted of any offence involving moral turpitude or has been found guilty of any economic offence. I/We .....(Firm/Agency) hereby declare that no appeal/ unresolved dispute/ suit/case/ application has been pending at any court in India regarding the existence of business/right to carry on practice. In case the above information found false, I/ We are fully aware that the tender/contract will be rejected / cancelled by the State Project Directorate (RUSA), 1st Floor, Shiksha Bhavan, Office Lane, Agartala.

Signature of the Authorized Persons.....

Name & Seal of the Company

Date.....

Place.....

**Declaration**

(to be furnished in the letter head of the firm / company) We hereby declare that the information submitted above is complete in all respect and true to the best of our knowledge. We understand that in case any discrepancy or inconsistency or incompleteness is found in the information submitted by us, our application is liable to be rejected.

Signature of the Authorized Persons.....

Name & Seal of the Company

Date.....

Place.....

