

ANNEXURE-I

SCOPE OF WORK:

i) Certification of Receipts & Payments , Income & Expenditure and Balance Sheet of Pension Trust Fund and Gratuity Trust Fund.

TERMS AND CONDITIONS:

i) DURATION OF THE AUDIT: Within 30 from the date of award

ii) Charges for auditing the accounts of Pension Trust Fund and Gratuity Trust Fund shall be quoted as shown in the Price Bid enclosed at **Annexure - II**

TERMS OF PAYMENT:

On submission of Audit Report of Pension Trust Fund and Gratuity Trust Fund and covering the scope of audit

TAXES AND DUTIES:

The rates shall be inclusive of all the taxes and the duties; travelling and conveyance; Printing and stationery; and any other expenses. The GST shall be paid extra at applicable rates.

CONVEYANCE:

The firm should make own arrangement for conveyance/travelling.

GATE PASS:

The necessary Gate entry permits/passes will be issued free of cost on request.

RATES/PRICES:

i) The Rates/Prices quoted and as accepted by MPT shall remain fixed & firm till the satisfactory execution of work covered under the Tender. No increase in rates or prices, whatsoever, on any account, shall be considered by MPT during the currency of the contract.

ii) The rate quoted in the Price Bid would be inclusive of all taxes exclusive of GST.

iii) The rates quoted in the Price Bid/BOQ would be inclusive of travel, lodging and boarding expenses of the Manpower who would be deployed at MPT site by the Bidder.

COMMENCEMENT OF SERVICES:

The tenderer is required to commence the services at MPT admin office, within 7 days from the date of receipt of email containing the Work Order.

MPT'S RIGHT TO ACCEPT OR REJECT ANY BID:

MPT reserves the right to accept a Bid other than the lowest and to accept or reject any Bid in whole or part, to annul the bidding process or to reject all Bids with or without notice or reasons. Such decisions by MPT shall bear no liability whatsoever consequent upon such decisions.

TERMINATION OF WORK ORDER/CONTRACT

In the event of failure on the part of the Bidder to commence the services within 7 days from the date of award of Work Order or if the services provided are found to be poor, MPT reserves the right to cancel the Work Order at any time and terminate the Contract.

In case of queries or information you may email us at milind.dessai@mptgoa.gov.in

PRICE BID

Name of the Bidder/Bidding Firm				
PRICE SCHEDULE				
Sr. No.	Item Description	Financial Year	Total amount excluding GST in figures To be entered by the Bidder in Rs. P	Total amount excluding GST To be entered by the Bidder in words
1	2	3	4	5
1	Charges for conducting Statutory Audit on accounts of Pension Trust Fund and Gratuity Trust Fund as per scope of work as specified in the tender no.FA/IA/80-b/2020/322 dt.12.02.2020	2019-20		

**SIGNATURE OF THE AUTHORIZED
SIGNATORY OF THE FIRM WITH SEAL**

PLACE:

DATE:

Note: The offered rates shall be inclusive of all the taxes, duties and any other expenses. The GST shall be paid extra as per the applicable rate.

UNDERTAKING

I/We have read and understood the scope of work ; we confirm that the Commercial Terms & Conditions are acceptable to us.

(**Signature of the Bidder**)

Full Name & Address of the Company/Professional:

Seal of the Company

Strike out whichever is not applicable.