



2653-0297

2653-0298

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CENTRAL ENGINEERING ORGANISATION

GOVERNMENT OF WEST BENGAL

Directorate of Micro and Small Scale Enterprises

DASNAGAR, HOWRAH-711 105

Memo No. : 492/484

Date : 29/8/13

To
The Director,
Micro & Small Scale Enterprises,
West Bengal,
New Secretariat Buildings(9th Floor),
1, K.S.Roy Road,
Kolkata-700 001.

Kind Attention : Sri S.K.Halder, Additional
Director of Industries
(Electronics).

Sub : Extension of the last date of
submission of quotation against
N.I.Q. uploaded on 12.8.13.

Ref : Our Memo No. 453/1(6)Notice/CEO
dated 12.8.13.

Sir,

Inviting reference to the above, this is to submit hereby that due to non-receipt of quotations in-sufficient numbers against the N.I.Q. released on 12.8.13 and uploaded in the Directorate's Website, we request you to continue keeping the same in the site with the following amendment.

1. The last date of submission of Quotation is extended upto 06.09.2013, 2.00 P.M.
 2. Date of opening of Quotation - 06.09.2013 after 3.00 P.M.
- All other terms and conditions will remain unchanged.

Yours faithfully,

[Signature] 29/8/13

Works Manager

Central Engineering Organization
Dasnagar, Howrah.

Government of West Bengal
Directorate of Micro & Small Scale Enterprises
Central Engineering Organization
Dasnagar, Howrah-711 105.

Memo No.453/1(6)Notice/CEO

Date :12.08.13

Notice Inviting Quotation of the Works Manager under the Directorate of Micro & Small Scale Enterprises, Central Engineering Organization for the year 2013.

Sealed quotations are invited from reputed Chartered Accountant Firm for preparation of Final Accounts(Proforma Accounts) for the following works.

- Item No.1. Preparation of Journal, Ledger, Trial Balance, Trading A/C., Profit & Loss A/C. and Balance Sheet of Central Engineering Organization, in prescribed Proforma for and presenting the integrated Final Accounts (Trading Account, Profit & Loss Account and Balance Sheet) under the Directorate of Micro & Small Scale Enterprises for the years 2008-09 to 2012-13 (5 years).

The intending quotationer will have to apply to the Works Manager, Central Engineering Organization, Dasnagar, Howrah along with photo copies of the following documents for obtaining quotation papers in person free of cost from this office.

1. Service Tax Clearance Certificate.
2. Professional Tax Clearance Certificate.
3. Income Tax (Pan Card).
4. Registration/Practicing Certificate of the Firm.

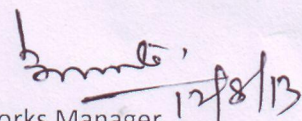
The original documents must be shown for verification at the time of application.

Quotation must be submitted in the prescribed format only, supplied by this office free of cost, in sealed cover in the Tender Box lying in the office of the Works Manager at the above mentioned address as per programme given below.

Last date of submission of Quotation : 29.08.2013 upto 2.00 P.M.

Date of opening of Quotation : 29.08.2013 after 3.00 P.M. in presence of participating Quotationers.

In case the office remain closed on the stipulated date of opening of quotation due to unforeseen reason then the opening of quotation will be made on very next working day at the same time and venue.


Works Manager
Central Engineering Organization
Dasnagar, Howrah.

Government of West Bengal
Directorate of Micro & Small Scale Enterprises
Central Engineering Organization
Dasnagar, Howrah-711 105.

Memo No.453/1(6)Notice/CEO

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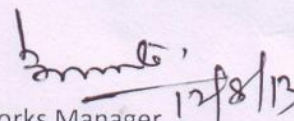
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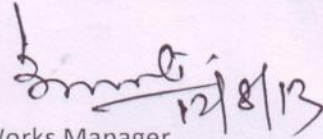
Works Manager

Central Engineering Organization
Dasnagar, Howrah.

**N.I.Q. of Works Manager, C.E.O. under the Directorate of
Micro & Small Scale Enterprises form the year 2013**

Terms and Conditions

1. Quotation must be submitted strictly adhering to the Prescribed Format supplied by this office free of cost. Quotation in any other form or on the letter head of the C.A. Firm will not be accepted.
2. Rate should be quoted both in figures and words. If any discrepancy is found between the figures and words, the quotation may be cancelled.
3. No conditional quotation will be accepted.
4. Aggregated total lowest rate will be accepted. Lowest rate on individual item of quotation shall not be the criterion for considering lowest rate.
5. Any deletion/addition of word must be authenticated by putting signature of the quotationer. Overwriting/Erasing of any word or figure will not be accepted.
6. The quotationers may visit the office of the Works Manager, Central Engineering Organization, Dasnagar, Howrah to acquaint themselves above the job before submission of quotation.
7. The undersigned reserves the right to accept or reject any or all quotations without assigning any reason thereof.
8. The valid lowest quotationer may be asked to enter into a formal agreement with the undersigned by depositing a sum of Rs.5000/- (Rupees Five thousand) only as security money and work order will be issued after execution of the agreement.
9. While preparation of Accounts after getting the work order the Chartered Accountant Firm may have to interest personally with the Office of the Works Manager, Central Engineering Organization, Dasnagar, Howrah for collection of vouchers and other relevant documents.
10. After Audit of the Final Account by the Accountant General or any other competent authority, anomalies if any, pointed out by the Audit shall have to be rectified by the Chartered Accountant Firm themselves. On us of over statement or under statement of any figure depicted in the Final Accounts shall be entirely on the Accountant Firm.
11. Authority reserves the right to terminate the contact at any point of time if service rendered by the firm is not upto the level of satisfaction of the authority and the security money lying with this office will be forfeited.
12. Full payment will be made after full completion of the entire job.
13. The security money will be refunded after successful completion of the job.


Works Manager
Central Engineering Organization