

POLICE CENTRAL KALYAN SAMAITI
POLICE HEAD QUARTER, NAYA RAIPUR (CG)

Ref: PHQ/AIG/WEL/CA-AUDIT/ _____ /2018

Raipur, Dated: 04/01/2018

Notice Inviting Request for Proposal for Computerization and Internal Audit

Chhattisgarh Police Central Kalyan Samiti (CPKS) invites Request for Proposal (RFP) from suitably reputed Chartered Accountant firm for the computerized accounting as per double entry system and internal audit for Non Public Welfare Funds.

Interested firms may collect EOI (Expression of Interest) on payment of Rs. 5,000/- through DD in the name of AIG Welfare/Account, PHQ, Raipur and submit their proposal to the AIG, Welfare Accounts Department, PHQ, Naya Raipur up to **23-01-2018 till 4 pm.**

Complete RFP document can be downloaded from the website www.cgpolice.gov.in from 08-01-2018 onwards.

Applicants are advised to check the website on a regular basis. Any subsequent notice / information regarding this tender shall be uploaded on the website only. Police reserve the right to accept all proposals or call off the whole process or part thereof at any stage without assigning any reason thereof.

Time Schedule of RFP

| Sr. | Event | Date / Time (Proposed) |
|-----|--|------------------------|
| 1 | Last date and time of submitting the EOI | 23-01-2018 Till 04 PM |
| 2 | Opening of Technical Bids | 25-01-2018 (03.00 PM) |
| 3 | Opening of Financial Bid | 29-01-2018 (12.00 AM) |
| 4 | Issue of Letter of Award | 30-01-2018 |

For Director General of Police, CG
Chhattisgarh Police Central Kalyan Samiti Raipur

1. Objective of the Assignment

Chhattisgarh Police Central Kalyan Samiti (CPKS) invites Request for Proposal (RFP) from suitably reputed Chartered Accountant firm for the computerized accounting as per double entry system and internal audit for Non Public Welfare Funds.

1. Paropkar Nidhi
2. Shiksha Nidhi
3. Kalyan Nidhi
4. Sankat Nidhi
5. Aminity Fund
6. Line Fund
7. CLF Fund
8. Medical Relief Fund
9. Shahid Samman Nidhi
10. Kendriya Mess Fund
11. Sewa Samman Nidhi

Each Scheme has a separate bank account and separate FDRs are made in the name of the scheme.

Details of activities are as under:

- a. Petrol Pump
- b. Gas Agency
- c. Sahakari Bank
- d. Silai Kendra
- e. STD/PCO
- f. Photocopies
- g. Flour Mill
- h. Grain Shop/Dry Canteen/Super Bazar
- i. Computer Training
- j. Vegetable Market
- k. CPC Canteen
- l. Samoudaiyik Bhawan

2. Scope of Work

The scope of work for the selected agency will be as under:

- a. Computerization of Accounts
- b. Generation of Books of Accounts
- c. Certification of Financial Statements
- d. Issue of Internal Audit Reports
- e. Filing of Statutory returns under the Income Tax Act, 1961
- f. Filing of Statutory returns under the Chhattisgarh Societies Registration Act, 1961
- g. Any other statutory compliances as required.

The societies were formed during the financial year 2003-2004. The work will have to be conducted since inception. For (b) above, the books will have to be generated on annual basis.