



পশ্চিমবঙ্গ টেলি অ্যাকাডেমি

Government of West Bengal
Information and Cultural Affairs Department
West Bengal Tele Academy

Working Office: Happy Valley, Chakarbar, Dhopagachi, Baruipur, South 24 Parganas- 7000145

Memo No: 135 /WBTA/ICA

Dated: 10.03.2025

Notice Inviting Quotation

Sealed quotations are invited by the undersigned, from CAG empanelled chartered accounting firms for "Audit of the final accounts with reference to all relevant books, documents etc and furnishing Auditor's Report on the state of affairs of the Society for the financial years 2023-24, 2024-25 and 2025-26 in respect of 'West Bengal Tele Academy', a society registered under the West Bengal Societies Registration Act, 1961 (Reg No. S/M/977 of 2014-15) and under administrative control of Information & Cultural Affairs Department, Government of West Bengal .

Terms & Conditions:-

1. Quoted price should be inclusive of all charges, GST and other taxes, if any.
2. Bidder has to furnish self-attested copies of -
 - a) Latest Trade License (Renewable) Certificate
 - b) PAN Card
 - c) GST Registration Certificate
 - d) CAG empanelment Certificate
3. Work is to be completed within 02 (two) months from the date of issuance of work order, unless specified otherwise.
4. Relevant books, documents etc of the Society may be inspected with prior appointment with the undersigned.
5. CAG empanelled chartered accounting firms having work experience of audit of societies registered under the administrative control of any department under the government of West Bengal would get priority at the time of selection of firm.
6. Payment shall be made after actual and satisfactory completion of the job against raised bill / invoice.
7. Sealed quotations should be addressed and furnished to the undersigned at the working office address at West Bengal Tele Academy, Happy Valley, Chakarbar, , Dhopagachhi, Baruipur, South 24 Parganas, Pin- 700145 between 12 noon- 4 p.m.
8. For any kind of query, please contact phone No. 8927496065 or send an email to wbleteacademy@gmail.com and aowbleteacademy@gmail.com
9. Last date and time of submission of quotation is 21.03.25 till 1 p.m.
10. Quotations will be opened, in the presence of interested bidders on the same day at 2 p.m. at the working office as stated above.