

WESTINGHOUSE SAXBY FARMER LIMITED
&
BRITANNIA ENGINEERING LTD

Ref: No.Apptt. of CA Firms/01/2019-20

28.08.2019

INVITATION OF QUOTATION

Following two Government of West Bengal Companies invite Quotations for engagement of CHARTERED ACCOUNTANT FIRMS for carrying out the following assignments:

I WESTINGHOUSE SAXBY FARMER LIMITED:

SCOPE OF WORK:

1. (i) Preparation of Form 3CD and other relevant documents, notes etc. as required u/s 44 AB of the Income Tax Act, 1961 and also interaction with the appointed Tax Auditor and getting the Final Tax Audit Report and thereafter uploading the same with the concerned Authority for the Financial Year 2017-18;

(ii) Filing of I.T.R. 6 for the same Financial Year 2017-18 with the concerned Authority;
2. Preparation of documents, notes etc and thereafter doing the job of VAT Audit and submission of the same with the concerned authority relating to the period 01/04/2017 to 30/06/2017;
3. Preparation of documents, notes etc and thereafter doing the job of GST Audit (GSTR 9C) and submission of the same with the concerned authority relating to the period 01/07/2017 to 31/03/2018.

II BRITANNIA ENGINEERING LIMITED

SCOPE OF WORK:

1. (i) Preparation of Form 3CD and other relevant documents, notes etc. as required u/s 44 AB of the Income Tax Act, 1961 and also interaction with the appointed Tax Auditor and getting the Final Tax Audit Report and thereafter uploading the same with the concerned Authority for the Financial Year 2017-18;


(ii) Filing of I.T.R. 6 for the same Financial Year 2017-18 with the concerned Authority;
2. Preparation of documents, notes etc and thereafter doing the job of VAT Audit and submission of the same with the concerned authority relating to the period 01/04/2017 to 30/06/2017;

WESTINGHOUSE SAXBY FARMER LIMITED
&
BRITANNIA ENGINEERING LTD

3. Preparation of documents, notes etc and thereafter doing the job of GST Audit (GSTR 9C) and submission of the same with the concerned authority relating to the period 01/07/2017 to 31/03/2018;
4. Accounting Service for preparation of Annual Accounts for the Financial Year 2018-19 and getting the same audited by the CAG appointed Statutory Auditors and thereafter Supplementary Audit by CAG.

General Terms & Conditions:

1. Hard copies of the Quotations to be submitted in sealed cover separately for both the Companies superscribing "ENGAGEMENT OF CHARTERED ACCOUNTANT FIRMS" within 6th September 2019 addressing to the:
 - (i) **Chief Financial Officer**
Westinghouse Saxby Farmer Limited
4th Floor, PWD Building Complex, Baguiati
Kolkata- 700059
Mobile No: 8339929005
 - (ii) **FA&CAO**
Britannia Engineering Limited
4th Floor, PWD Building Complex, Baguiati
Kolkata- 700059
Mobile No: 8339929005
2. The Quotation shall be made both in figure and words separately for each Company;
3. The Quotation shall be included of all Taxes, Duties etc. as applicable;
4. Detail credentials of the Firms including the Proprietors/Partners should also be submitted along with the Quotations;
5. Both the Companies reserve the right of rejection of any or all of the Quotations without assigning any reason whatsoever; The decision of both the Companies shall be final and binding in this respect and shall not be bound to accept the lowest Quotation;
6. The selected Chartered Accountant Firm will not be allowed to subcontract the assigned job to any other Agency ;

Westinghouse Saxby Farmer Ltd.

Asim Saha
Chief Financial Officer

WESTINGHOUSE SAXBY FARMER LIMITED
&
BRITANNIA ENGINEERING LTD

7. The Quotation shall be valid for a period of 60(Sixty) days or any specified period from the date of opening;
8. Assignments relating to the period 2017-18 to be completed within 15 days from the date of Acceptance Letter and the job relating to the Financial year 2018-19 to be completed as per mutual discussion with the appointed CA Firms;
9. The quotations to be submitted must be inclusive of TA/DA and Misc Expenses, if any, for the visits required to be undertaken at Baguiati Office for Westinghouse Saxby Farmer Ltd., and at Titagarh (besides Titagarh Railway Station) for Britannia Engineering Limited;
10. Payment shall be made only after satisfactory completion and acceptance of the work.

Westinghouse Saxby Farmer Ltd.



Asim Saha

Chief Financial Officer