



Funded by The Gujarat State Tribal Educational Society, Gandhinagar

Managed by The Shantilal Sanghavi Foundation, Mumbai

Eklavya Model Residential School,

At&Post.- Khodada, Ta.- Nizar, Dist.- Tapi.

Helpline No. 8980156635, E-mail : emrs.khodada@yahoo.in Web :- www.emrskhodada.org



Tender Copy of Statutory Auditor for the Year of 2024-25

**To,
Principal,**

Eklavya Model Resi. School,
At & Post. Khodada, Ta. Nizar,
Dist. Tapi.

Dear Sir/Madam,

I/We M/s _____ have read the tender document for Statutory Audit of the Eklavya Model Residential School, located at Khodada village, Nizar Taluka, Tapi District, Gujarat State for the period of One year from 01-04-2024 to 31-03-2025 ('FY25'). The renewal, if at all, will be at mutually agreed upon terms and conditions. We agree that we have understood that the subject school is funded and owned by the Government and is being managed by a private NGO under the Public Private Partnership programme of the Government. We also agree that besides information provided / made available to us regarding the subject school and it's functioning, we have gathered the necessary, relevant and required information from our own sources for the purpose of bidding of Statutory Audit work of the subject school under the given Tender.

In the above background, we offer our services for Statutory Audit work of the subject school for FY25. We, enclose herewith, detailed profile of our Firm and Proprietor/Partners, with specific focus on experience of statutory audit work of Residential / Day Boarding - Private, Semi-Govt/Govt. Schools or Educational institutions.

We, agree to carry-out the work of Statutory Audit of the subject school for FY25 at the school site / location as per the Scope of work and at the Term & Conditions as stipulated below:

Specification of Statutory Audits & Service (Yearly Basis)	Statutory Audits Fees (Excluding GST)
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Verification and vouching of all financial and relevant non-financial records, vouchers, registers etc. found necessary to carry out the Statutory Audit in line with applicable regulations, including but not limited to, certification of Income & Expenditure Account and Balance Sheet. The final Audit Report must be supported by detailed Audit observations and issue of applicable Compliance Reports /Statements /Certificates (Terms and Conditions mentioned below)	
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We, hereby declare that we are not relative of any member of the School Management and/or Staff.

Name & Address

Signature

Qualification: - _____

Membership No. :- _____

More about School

More information about the school and related Govt institutions and forums can be obtained from *inter alia*, the following websites:

www.emrskhodada.org

<https://nests.tribal.gov.in/backend/web/>

<https://www.tribal.gujarat.gov.in/eklavya-school-society>

Broad Term & Conditions

- 1) The team assigned for the school audit work must have the relevant experience indicated in the profile/s and the bid documents. The statutory audit work needs to be completed well before the applicable due date, provided the school keeps the required records ready and informs the statutory auditors accordingly.
- 2) School will provide Accommodation and Food facilities during the period of the audit work at the school site / location. No other out of pocket expense would be reimbursed by the school. Taxes, duties etc. as required under the applicable laws would be withheld (TDS) from the amount payable for the subject work.
- 3) The school location can be reached by road and/or rail with nearest major railway station being Nandurbar, in Maharashtra.
- 4) The bid / quote for Fees, exclusive of GST, should not be less than Rs. 20,000/- and should be valid till February 28, 2025.
- 5) The appointment may be renewed for subsequent year/s at mutually convenient terms and conditions after the successful completion of the audit work for FY25.
- 6) School expects broad guidance and views, when sought from auditors on accounting and other relevant matters of statutory importance and compliance in relation to audit work.
- 7) Selection of the final bid will, *inter alia*, be based on the nature and scale of experience of the bidder and may not be solely based on the basis of the lowest fee quote. Before the final decision is taken, the school management may choose to interact with the representative of select bidders found relevant, for gathering more insight. The decision of the school management will be final and binding on all the stakeholders, without any right to protest and/or challenge. The school will communicate the decision to the selected/ winning bidder by email.
- 8) At all the time, the School management reserves the exclusive right to modify/waive any terms and conditions of this Tender or the Tender *per se*.

Foot Note :-

Quotation forms for Tender note of Statutory Audit can be obtained from the School website, www.emrskhodada.org or from the School Office on any Working day during office hours from 11th November to 30th November 2024 and submit during the same period by Registered AD or by hand delivery at the school. Kindly write firm's name, contact details and email id on the envelope.

The Place for submission of Tender

Principal,

Eklavya Model Residential School Khodada,

At & Post Khodada, Ta. Nizar, Dist. Tapi, Gujarat - 394370