

NATIONAL JUTE MANUFACTURES CORPORATION LTD.

(A Government of India Undertaking)

Chartered Bank Buildings, 2nd floor, 4, N. S. Road, Kolkata-700001

Fax-03322305103, Phone: 03322306434, E-mail: njmc_corp@yahoo.co.in

website <http://www.njmc.gov.in>

Tender Form

Tender Notice No.06/2014-15

TENDER for Empanelment of CMA/CA Firms for undertaking various Audit/Consultancy jobs.

NJMC Ltd. is a GOI Company engaged in manufacture of jute products and presently operating under BIFR Scheme with 6(six) units out of which 3(three) are closed and the rest 3(three) are under revival. The revival units are Khardah and Kinnison , Titagarh in West Bengal and RBHM in Katihar, Bihar. NJMC intends to outsource various audit/consultancy jobs for the year 2014-15.

Sealed quotations are invited for enlisting reputed CMA/CA firms having experience in Jute Industry for undertaking the following types of audit/consultancy jobs –

- 1) Quarterly Stock Verification (Raw Jute , Process Goods , Finished Goods , Stores and Spares)
- 2) Quarterly Internal Audit (Optional)
- 3) Quarterly Concurrent Audit for the Company as a whole
- 4) Compilation of Cost Accounting Records for 2013-14
- 5) All Tax matters (Income Tax , Service Tax , Excise , VAT, CST)

The Concurrent Audit requires to be conducted in the light of BIFR Scheme for which firms having experience of auditing BIFR/RBI/World Bodies recommended schemes for at least three terms would be preferred. Mere experience in Bank Concurrent Audit will not be considered.

Stock verification would be assigned to firms having similar experience in Jute /Textile Industry for at least five terms.

Compilation of Cost Records would be assigned preferably to CMA firms having undertaken such jobs for at least five terms. In case of satisfactory performance their assignment may be extended for 2014-15 also.

This notice is for enlisting only hence firms are requested not to quote fees and other terms and conditions which would be asked for as and when required.

Introductory letter along with detail credentials may be submitted to CMD at the above address latest by **12th June 2014**. NJMC's website may also be referred. The Company reserves the right to reject all or any quotation without assigning any reason. _____