



**THE INSTITUTE OF
COST ACCOUNTANTS OF INDIA**
(STATUTORY BODY UNDER AN ACT OF PARLIAMENT)
CMA BHAWAN
12, SUDDER STREET, KOLKATA – 700 016.

Telephones : +91-33- 2252-1031/1034/1035
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Fax : +91-33-2252-7993
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Website : www.icmai.in

20th March, 2014

**Expression of Interest for Consultancy Services for Building re-modeling/
renovation works involving Civil, Structural, MEP (including HVAC), Solar heating,
Fire fighting and Protection, Interior planning and designing, Water System,
Drainage, Lift Work, DG sets, Security System (close circuit surveillance/ Biometric)**

1. The Institute of Cost Accountants of India is a premier professional body of Cost & Management Accountants established under The Cost and Works Accountants Act, 1959 enacted by the Parliament to regulate the profession of Cost and Management Accountancy in India.
2. The Institute intends to empanel Consultants for its different locations in India. Interested Consultants may forward their Expression of Interest along with willingness at the following address within 21st April, 2014 upto 6.30 p.m..

Director (Administration)
The Institute of Cost Accountants of India
CMA Bhawan,
12, Sudder Street,
Kolkata – 700 016.

3. The Expression of Interest, inter alia should include the following information along with relevant documents duly attested:
 - I. Technical qualification.
 - II. Membership of Professional body, if any (along with Membership No.).
 - III. Name of the company/ individual with brief (company/ individual) profile and contact details.
 - IV. Experience with relevant documents.
 - V. Assignments (with list of Clients, Value, Completion Certificate) conducted last 5 years.
 - VI. Present Work Load with copies of PO/WO.
 - VII. Any particular area of specialization.
 - VIII. Infrastructure available
 - a) Nos. of Drafts man with Autocad experience.
 - b) Nos. of Engineers (Degree/ Diploma)/ Technician (ITI).
 - c) If supervision included – no. of competent supervisors.
 - d) Access to ACad./ Structural/ 3-D simulation, Project Management Software.



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- IX. Offices and Branches with addresses.
- X. Name & Address of contact person with Tel/ Mobile/ Email-id.
- XI. Turnover/ Gross Receipts during last 5 years.
- XII. PAN/ TAN.
- XIII. Service Tax/ VAT/ CST Registration Number.
- XIV. Solvency/ Credential Certificate from Bank.
- XV. IT/ Service Tax/ VAT Return Acknowledgment.