

Bihar Urban Development Agency (BUDA)
Urban Development & Housing Department, Govt. of Bihar
Room No. 123, 1st Floor, Vikas Bhawan, Patna – 800 001
Phone: (0612) 2215580, 2205101, 2215385, Fax: (0612) 2223059 / 2231566
Email: urbansec-bih@nic.in

Ref. No. 04/ले०-2/2015/.....

-Tender Notice-

Notice Inviting Request for Proposals from eligible Consultants for appointment for Maintaining Books of Accounts of Bihar Urban Development Agency (BUDA) on Double Entry Accounting System in Bihar Urban Development Agency (BUDA) , Dept of Urban Development and Housing Govt. of Bihar

1. Introduction-

Bihar Urban Development Agency (BUDA) is a state level agency under UD&HD to channelize funds from Gol, GoB and other agencies. BUDA is a society registered under the Societies Registration Act, 1860.

2. Director, Bihar Urban Development Agency, Govt. of Bihar invites proposals from eligible Chartered Accountant Firms for Maintaining Books of Accounts of Bihar Urban Development Agency (BUDA) on Double Entry Accounting System

- i. The Agency will appoint a CA Firm that will provide suitable manpower and services at State Level .
- ii. Associates or JV arrangement or networking is not allowed under the assignment.

3. Pre-requisite for participating Chartered Accountant Firm:

- i. The Chartered Accountant Firm should be registered with ICAI and have Income Tax Registration and Goods and Services Tax Registration [to **provide all Certificate of Registration**].
- ii. **Should be empanelled with CAG for the year 2016-17.**
- iii. The CA Firms should have been in operation in India for at least 5 years after registration.
- iv. Have Head/Branch office in Bihar.
- v. CA Firm should have at least 5 years of experience in handling accounting in the Financial Management ,Procurement and Accounting Sector/Accounting Services of at least 2 (**not statutory audit & Internal Audit**) of Central /State level Government Organisations of India or in any state Government or Central Government Undertakings. [**Documentary proof/work orders/client certificate / completion certificate to submitted**]
- vi. Average annual turnover of the bidder for the last three financial years ending on 31.03.2016 should be equal to or greater than Rs. **1.00 Crore. [To provide copies of audited Financial Statements for all the 3 years]**
- vii. CA Firm must not have been debarred and / or blacklisted by any government organisation.

4. Interested CA Firms may download the complete Request for proposal (RFP) Document, from tender section on the website www.urban.bih.nic.in 21/07/2017 onwards.

5. Interested CA Firms may submit their proposals along with a Demand Draft of Rs. 5000/- (Rupees Five Thousand only) drawn in favour of The Director, Bihar Urban Development Agency , payable at Patna, towards the cost of RFP Document (Non-refundable) and the Bid Security (Refundable) as mentioned in the RFP. No proposals will be accepted without cost of RFP document and Bid security. No liability will be accepted for downloading the incomplete document.

6. Sealed Completed proposals along with the demand draft in acceptable form will be received at the address mentioned below on any working day up to 15:00 hours on 10/08/17; Bid Eligibility, Technical Proposal and Financial Proposal of Bids shall be opened on the same day at 15:30 hours at following Address:

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Director ,
Bihar Urban Development Agency
Urban Development & Housing Department, Govt. of Bihar
Room No. 123, 1st Floor, Vikas Bhawan, Patna – 800 001
Phone: (0612) 2215580, 2205101, 2215385, Fax: (0612) 2223059 / 2231566
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The Director, Bihar Urban Development Agency (**BUDA**) reserves the right to accept or reject any or all proposals without incurring any obligation to inform the affected applicant/s of the grounds. The Director also reserve the right to cancel the Proposal at any stage. The proposals will be evaluated based on the information provided by the CA Firms and the evaluation criteria detailed in RFP Document.



Director

Bihar Urban Development Agency (BUDA)
Urban Development & Housing Department



July

2017

**Request for Proposal (RFP) Document for
Selection of Consultancy Firm for
Maintaining Books of Accounts of Bihar Urban
Development Agency (BUDA) on Double Entry
Accounting System**

Director

Bihar Urban Development Agency

C/o Urban Development & Housing Department, Govt. of Bihar

#159, 1st Floor, Vikas Bhawan, Patna – 800 001

Phone: (0612) 2215580, 2205101, 2215385, Fax: (0612) 2223059 /
2231566

Email: urbansec-bih@nic.in

**Urban Development & Housing Department
(Govt. of Bihar)**



**Request for Proposal (RFP) Document
for
Selection of Consultancy Firms for
Maintaining Books of Accounts of Bihar Urban Development Agency
(BUDA) on Double Entry Accounting System**

July- 2017

Director
Bihar Urban Development Agency
C/o Urban Development & Housing Department, Govt. of Bihar
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Phone: (0612) 2215580, 2205101, 2215385, Fax: (0612) 2223059 / 2231566
Email: urbansec-bih@nic.in.

TENDER TITLE: Maintaining books of accounts of Bihar Urban Development Agency (BUDA) on Double Entry Accounting System

TENDER NO:

COST OF RFP DOCUMENT: Rs. 5,000/-

CONTRACT PERIOD: 24 Months

DATE OF ISSUE: 21/07/2017

PRE-PROPOSAL MEETING: 31/07/2017 at 11:00hrs

CLOSING DATE: 10/08/2017, 15:00hrs

Bihar Urban Development Agency (BUDA)
1st Floor , Vikash Bhawan , Bailey Road, Patna

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Director ,
Bihar Urban Development Agency (BUDA)
1st Floor ,Vikash Bhawan
Bailey Road, Patna - 800023
Phone: 0612- 2215580

Director
Bihar Urban Development Agency (BUDA)

Bihar Urban Development Agency (BUDA)
1st Floor ,Vikash Bhawan ,Bailey Road ,Patna

Notice Inviting Request for Proposals from eligible Consultants for appointment for Maintaining Books of Accounts of Bihar Urban Development Agency (BUDA) on Double Entry Accounting System in Bihar Urban Development Agency (BUDA) , Dept of Urban Development and Housing Govt. of Bihar

No. 04/CPD - 02/2017 - 1714

Date: 19/7/17

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