



**DEVASTHAN MANAGEMENT COMMITTEE  
WESTERN MAHARASHTRA, KOLHAPUR**

(Govt. of Maharashtra, Law & Judiciary Department)  
2402 A Ward, Apna Bank Building (Ground Floor), Shivaji Peth, Kolhapur  
Phone. No. 0231-2626147 Fax - 0231-2626750  
E-Mail - dmckolhapur@gmail.com Visit - www.mahalaxmikolhapur.com

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**Website:** - [mahalaxmikolhapur.com](http://mahalaxmikolhapur.com)

**APPOINTMENT OF CHARTERED ACCOUNTANT  
FIRM AS STATUTORY AUDITOR FOR THE  
F.Y. 2023-24 TO 2025-2026.**

**ISSUING OFFICE:**

Devasthan Management Committee,  
Western Maharashtra, Kolhapur  
2402/ 2 Apana Bank Building,  
ShivajiPeth Kolhapur 416012  
Ph. No. – (0231) 2626147/2626750  
**Web** - [www.mahalaxmikolhapur.com](http://www.mahalaxmikolhapur.com)  
**Email** – [dmckolhapur@gmail.com](mailto:dmckolhapur@gmail.com)

## Notice for invitation of EOI



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**Notice for invitation of Expression of Interest for appointment of Chartered Accountant Firms for Statutory Audit for F Y 2023-24 TO 2025-2026** Devasthan management committee, western Maharashtra, Kolhapur. **Invites Expression** of Interest for appointment of Chartered Accountant Firms for **Statutory Audit** for F.Y **2023-24 TO 2025-2026**.from reputed & experienced Chartered Accountant having their Head Office in Maharashtra

For the detailed EOI documents the interested Firms should visit [www.mahalaxmikolhapur.com](http://www.mahalaxmikolhapur.com)

EOI submission should be in **Hard Copies on above mentioned** address and the deadline to submit the proposals is 19 /08/2024 before 17.30 Hrs.

Sd/-

**Secretary**  
**Devasthan management committee**  
**Western Maharashtra Kolhapur**



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**APPOINTMENT OF CHARTERED ACCOUNTANT FIRM AS STATUTORY AUDITOR for the  
F.Y.2023-24 TO 2025-2026**

On behalf of the **DEVASTHAN MANAGEMENT COMMITTEE WESTERN MAHARASHTRA, KOLHAPUR** , the undersigned invites on **E O I** for the following work -

<b>Sr. No.</b>	<b>Particulars of works</b>	<b>Validity (days)</b>
1.	APPOINTMENT OF CHARTERED ACCOUNTANT FIRM AS STATUTORY AUDITDOR for the <b>F.Y. 2023-24 TO 2025-2026</b>	120 days

**All the notifications & detail terms and conditions regarding, this EOI after will be published online on website [www. mahalaxmikolhapur.com](http://www.mahalaxmikolhapur.com) .**

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**Secretary**  
**Devasthan management committee**  
**western Maharashtra ,Kolhapur**

## TECHNICAL DOCUMENT

**A) 1. Name of Company / Firm :**

1. (a) Registered address of the Company / Firm :

(b) Copy of the memorandum & Articles of Association of the Company or copy of the Deed of Partnership (as the case may be) :

2. (a) Company Registration No. & Year :

(b) License Number (If Any) :  
(Enclosure A & B)

3. Location of the office :

Telephone No :

Fax No :

Email :

Mobile No. :

**(B) COMPULSORY DOCUMENTS :**

1. Income tax Permanent Account No. and copy of the last filed return.  
(Enclosure No. 1)

2. Declaration letter stating that all the terms and conditions  
Of this tender are acceptable to the Tenderer (Enclosure no. 2)

3. Copy of the **E O I** conditions signed and sealed

4. Copy of the scope of work (which is annexed herewith ) duly signed and sealed

5. The details of the experience during the past three years to the various Trust/PSU/Government project in Maharashtra/other States. (Please submit proper evidence from respective organization's Enclosure No.3), in the following format.

SR. NO.	NAME OF THE ORGANISATION	PERIOD OF SERVICE
1		
2		
3		

**N.B. : If any of the documents from the compulsory documents mentioned above is not furnished then E O I Sender company/ Firm will be treated as invalid.**

**C) Eligibility criteria:-**

- 1) The company or said firm must have 10 years of audit experience in Trust sector.
- 2) The company or said firm must have Head office in Maharashtra
- 3) The company or said firm must have minimum 3 full time FCA partners in their organization.
- 4) The company or said firm must have minimum average turnover of Rs. 50 Lakhs during last three years.
- 5) The company or said firm must have at least 30 manpower in their organization.
- 6) The company or said firm must have at least experience of statutory audit of one Devasthan in Maharashtra Trust having annual turnover of Rs. 20 Cr & above.
- 7) The company or said firm must have handled at least 10 audit (Statutory/ Statutory Audit) assignments of Trust or Government Projects/PSU.
- 8) Bidder **can apply only one Tenders either for Statutory audit or Internal audit or Accounting in Tally Software**

**D) ADDITIONAL DOCUMENTS:**

1. Annual turnover of the firm for the last three years. :  
(Certified by the Chartered Accountant Enclosure No.4).
2. GST Registration No. :
3. Ca & G Panel No :

**NOTE:** All the original documents of which copies have been attached to the technical tender should be made available for verification at the time of opening of **E O I**.

SIGNATURE OF THE AUTHORISED SIGNATORY

**RUBBER STAMP**

**SEAL**

**DATE:**

## **Scope & Quantum of Statutory Auditor**

### **A) Statutory Audit (Financial Year F.Y. 2023-24 TO 2025-2026.**

The scope and period for conducting Statutory Audit for above mentioned period of **DEVASTHAN MANAGEMENT COMMITTEE WESTERN MAHARASHTRA, KOLHAPUR** and units is as under

### **B) Statutory Audit (Financial Year F.Y. 2023-24 TO 2025-2026.**

- 1)** Firm will have to carry out statutory audit work and also carry out audit of Annual accounts and issue necessary audit certificates in time.
- 2)** To check all transactions namely.
  - a) Verification of all payments including vouching and authenticity.
  - b) Checking of all purchases and sales with relevant bills and invoices.
  - c) Checking of ledgers, cash books, journals, salary and wages, pay rolls, various donation Accounts and other financial records including **bank reconciliations**.
  - d) Verification & review of stock and stores periodically and physical verification on stock.

In addition to this, you will be paid GST (as applicable) on audit fees as per prevailing rate. No other remuneration / fee will be admissible other than the fees mentioned above except outstation travelling and out of pocket expenses which will be reimbursed at actual. The payments of fees will be made yearly after receipt of the audit report.

(Sd/-)

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**Secretary**

**Devasthan management committee  
western Maharashtra ,Kolhapur**

# ON COMPANIES LETTER PAD

**TO,**

**CAHAIRMAN,  
Devasthan management committee  
western Maharashtra ,Kolhapur**

**Sub - Appointment of Chartered Accountant Firm for  
Statutory Audit of F.Y. 2023-24 TO 2025-2026**

## **COMMERCIAL OFFER**

Name & Address of the Company / Firm :-

Sr. No.	Work	Basic rate Including of All Expenses/charges	GST	Total Amt.  (Basic Rate + GST)
1	Statutory Auditor <b>F.Y2023-24 TO 2025- 2026</b>			

Total Amount in Words: Rs. -----

Signature of Authorized  
signatory of firm with Stamp.