

**COMMISSIONER FOR RURAL DEVELOPMENT**  
Commissionerate of Rural Development  
4<sup>th</sup> Floor, Swaraj Bhavan, Nanthancode, Thiruvananthapuram

**QUOTATION NOTICE**

**No. 729(2)/PM6/2020/CRD**

**Date:- 08.10.2021**

Sealed Quotations are invited from registered Chartered Accountants firms for engagement as Internal Auditors of Ease of Living Survey. The details are published in the website [www.tdalsgkerala.gov.in](http://www.tdalsgkerala.gov.in). Interested firms may go through the website before applying for the same. Applications completed in all respect should reach on or before 16.10.2021 by 1500 hours at the following address:-

Commissioner for Rural Development  
Commissionerate of Rural Development  
4<sup>th</sup> Floor, Swaraj Bhavan, Nanthancode,  
Thiruvananthapuram-695003

**GENERAL INFORMATION**

Rural Development Department is entrusted with the task of implementation of various Central and State-sponsored schemes targeted at alleviating rural poverty. The department is headed by the Commissioner for Rural Development. The headquarters of Rural Development Department is the Commissionerate of Rural Development in Swaraj Bhavan, Nanthancode.

Ease of Living Survey was launched to assess the current standard of living of such rural poor who was found "Deprived" in the Socio-economic and Caste Census of 2011. The survey was carried out by the Rural Development Department in co-ordination with the Economic and Statistics Department. Officials from both the departments along with non-officials from various fields such as Kudumbashree, ASHA, RRT, ICDS, MGNREGS etc.

**SCOPE OF THE WORK**

Review of accounts in connection with Ease of Living Survey. Fund for survey was provided equally by Kudumbashree and MGNREGS Mission, as per government order.

**ELIGIBILITY CRITERIA**

The applicant must be a registered Chartered Accountant Partnership firm.

The firm should have at least 10 years of experience as internal auditors in offices under Government of Kerala.

Note:-

- Documentary evidence needs to be submitted duly self-attested by the bidder for each of the eligibility criteria.
- Self-declaration needs to be signed by authorized signatory(s)

### **SUBMISSION OF QUOTATION**

- a. The applications should be sent in a sealed cover superscripting "Engagement of Chartered Accountant for Ease of Living Survey"
- b. A financial bid quoting the charges of conducting the audit should be sent along with the application. The price shall be inclusive of all –plus GST as applicable. While quoting the price, the bidder shall consider all expenses & other miscellaneous and out of pocket expenditure. No claim for expenditure other than the price quoted will be entertained on account of Scope of Work provided in the Quotation. Rate quoted shall be firm and shall not be quoted with price variation clause. GST, if any, is required to be quoted separately in the price bid. No-quoting of GST separately, if applicable, in the price bid will be deemed to be included in the price quoted. Additional claim on account of GST shall not be entertained at any cost.

### **OPENING OF QUOTATION**

- a. The sealed quotation shall be opened at 15:30 hours on 16.10.2021.
- b. Commissioner reserves the right to extend the date of receiving/opening of the bids.

### **SELECTION CRITERIA**

Selection of the successful bidder shall be on the basis of lowest offer/ Quotation.

The decision of Commissioner in all matters regarding award of assignment will be final and binding on the applicants. No correspondence or personal enquiries shall be entertained in this regard.

### **REJECTION OF OFFER/CANCELLATION OF CONTRACT**

If the firm/organization gives wrong information in its offer, Commissioner reserves the right to reject such offer at any stage or to cancel the contract, if awarded and forfeit the all the claims.

### **PERIOD OF CONTRACT**

The Period of engagement of Consultant shall be 6 months from the date of acceptance of award of Contract by the Consultant.

### **WORK NOT TO BE LET OUT**

Sub-contracting in part or full of the assignment awarded to the successful Bidder is not permitted, except as specifically approved by Commissioner.

### **PAYMENT TERMS**

No Advance shall be paid by the Commissionerate. The quoted fees along with applicable GST will be released on submission of invoice within 15 days of receipt of invoice. The payment will be made by electronic transfer to the account of the consultant.

### **LIABILITIES OF THE CONSULTANT**

Should any mistake or inadequacy appear in the documents submitted by the consultant, the consultant shall perform at its own initiative and no extra cost to Commissionerate, all such services as shall be necessary to remedy /rectify the said mistake or inadequacy.

The Consultant shall be further liable for the consequences resulting from errors and commissions due to negligence or from inadequacy on its part or on the part of its employees or associates or experts to the



extent of that total value of this contract. Commissionerate is not responsible for any liability of whosoever in nature in the process of completion of service.

**TERMINATION OF SERVICES**

The engagement of Consultant can be terminated by the Commissionerate without assigning any reason, whatsoever, at any time during the contract period by giving 30 days' notice.

Canvassing in any form by the bidder or by any other agency on their behalf may lead to disqualification of their bid. In case any bidder is found to be involved in cartel formation, his bid will not be considered for evaluation / placement of order. Such Bidder will be debarred from bidding in future.

Sd/-

**V R Vinod IAS**

**Commissioner for Rural Development**

**Approved for Issue**



**Research Assistant**

