



# BENGAL CHEMICALS & PHARMACEUTICALS LTD.

(A GOVT. OF INDIA ENTERPRISE)

*Purchase Dept.: 168 Maniktala Main Road,*

*Kolkata 700 054*

PHONE 033 23202322/4155/4157

Website: [www.bengalchemicals.gov.in](http://www.bengalchemicals.gov.in)

## Expression of Interest for Unaccounted FDRs Verification

Bengal Chemicals & Pharmaceuticals Limited is inviting Expression of Interest from reputed Chartered/Cost Accountant firms for conducting in depth reconciliation of fund, study and comment on internal control system in vogue in the Company. Interested firms having previous experience in this line of activity for at least last 3 years are requested to submit their quotations in **Two Bid System (Technical and Price Bid Separately)** in a sealed envelope super scribing Tender No, Date and Due Date to Deputy Manager(Purchase), 168 Maniktala Main Road, Kolkata-700054 as per NIT below.

Eoi No	<b>Eoi/BCPL/FDRs/01/15-16</b>
Tender Date	26 <sup>th</sup> September, 2015
Last date & Time of Bid Submission	<b>19<sup>th</sup> October, 2015 up to 4:00Pm</b>
Technical Bid Evaluation	<b>19<sup>th</sup> October, 2015 up to 4:30Pm</b>
Venue for Bid submission & Opening	Purchase Department, Bengal Chemicals & Pharmaceuticals Ground Floor of Manicktala Main Office, Manicktala Main Road, Kolkata – 54.

### Scope of Work - Unaccounted FDRs Verification

- 1) Checking of Bank Reconciliation of all banks already done by BCPL where accounts maintained at our Main office located at Maniktala relating to following banks–
  - a) United Bank of India
  - b) Indian Bank
  - c) State Bank of India
  - d) Punjab & Sind Bank
  - e) UTI/ Axis Bank
  - f) Yes Bank
- 2) Reconciliation of Fixed Deposits along with Loan on Deposits maintained at United Bank of India, Indian Bank and others
- 3) Checking for Source of fund for unaccounted Fixed Deposit Receipts amounting to Rs.10.75 crore received from Indian Bank which was noticed in May 2015
- 4) Reconciliation of funds received from Govt. of India and its utilization up to date
- 5) Suggestions for improvement in the Internal Control Systems in the Company.

**All above information are required for the period from 2007-08 to September 2015.**



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### ELIGIBILITY CRITERIA / Content of Technical Bid (Envelop-A)

- Only Registered Firms to participate (Proof of FRN to submit in Technical Bid)
- Copy of tax clearance (ST & IT) for last three financial years.
- List of Members with detailed qualification & Experience.
- List of qualified Employees paid employees indicating their qualification and experience.
- Experience in conducting similar nature of work.
- Requirement of Man days to complete this work (Scope of work mentioned above), to be declared by bidders in their firm letter head duly signed and stamped.
- Accepted bid document.

**COMPLETION PERIOD: To be completed within 90 Days from the date of releasing the work order.**

### GUIDELINES FOR FEELING THIS EOI:

Tender to be submitted under two separate sealed covers, one cover containing Part 1 (Un-priced Bid) & the other cover containing Part 2 (Priced Bid). Indicating Tender No, Tender date, Subject with tender due date in order to clearly identify between the two Bids.

These two bids should be submitted in a single sealed cover with the respective Tender No & Item. Mentioned thereon, complete in all respect, addressed to the DM (Purchase), BENGAL CHEMICALS & PHARMACEUTICALS LTD, 168, MANIKTALA, KOLKATA-700 054.

**VALIDITY:** Offers should be valid for a minimum period of 90 Days.

**TERMS OF PAYMENT:** Within 30 Days from the day of satisfactory completion of work.



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### PART – II PRICE SCHEDULE

Only the price Bid to keep inside the Price Bid Envelop (Part-II). This envelop should be in sealed and super scribed with tender no, date, subject & due date.

(The tendered shall fill in the given format the price quote by legible hand writing with ball pen only, both by figure and words failing which the tender may be rejected without notice in this regard)

TENDER No. ....

Particulars	Rate (Rs)	Taxes (Rs)	Total (Rs)

**Dy - Manager (Purchase),**  
**Bengal Chemicals & Pharmaceuticals Limited,**  
**168, Manicktala Main Road,**  
**Kolkata – 700 054.**