

ADMINISTRATION OF THE U.T.OF LAKSHADWEEP
(DEPARTMENT OF ART & CULTURE)
LAKSHADWEEP KALA ACADEMY

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F.No. 10/12/98-LKA

Dated. 16 .07.2020

LIMITTEED TENDER ENQUIRY NOTICE

Sealed Quotations are invited from interested C&AG Empaneled auditors for the audit of accounts of Lakshadweep Kala Academy, Lakshadweep for the year 2019-20 to 2021-22(3 years). Quotation superscripted "**Quotation for conducting audit of LKA accounts**" addressed to the Secretary, Lakshadweep kala Academy, Lakshadweep ,Kavaratti Pin- 682555 should reach the office on or before **3pm on 16.08.2020**. Any quotation received after the time fixed on the due date, unsealed and without superscription are liable to be rejected. Quotations so received will be open at **3.30 pm on 16.08.2020** in the presence of parties/their representatives, if any. An amount of not less than Rs.750/- (Rupees Seven hundred and Fifty) of the amount quoted as EMD drawn by means of demand draft in favor of the Secretary, Lakshadweep Kala Academy, (LKA) cashable from State Bank of India, Kavaratti branch should be enclosed along with the quotation. Every year less than 400 vouchers are available in this academy for audit and for preparing annual accounts and Balance sheet. Required documents like cash book, connected vouchers/ bills, details of bank statement etc will be submitted at the time of audit.

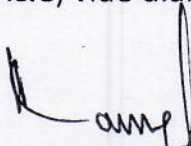
Terms & Conditions

The acceptance of the quotations will be subject to the following terms & conditions: -

- 1) The firm must be empaneled with C & AG and to this must be produced supportive documents.
- 2) The rate should be quoted in figure & words.
- 3) The audit work shall be started within 15 days from the date of receipt of the work order and the work has been completed within one month.
- 4) No extra payment will be made for this purpose under any circumstances.
- 5) The audit fee will be sanctioned on completion of the Audit Report & Balance Sheet for the FY 2019-20 to 2021-22(3 years).
- 6) The rate of quotation will be valid for one year. The Secretary, LKA has reserves the right to extend the period of audit by one more financial year at the same terms & conditions and the same price quoted by the bidder.

- 7) The quotation shall be typed or written in indelible ink (if required) and shall be signed by the bidder or duly authorized person to bind the binder to the contract. The letter of authorization shall be indicated by return power of attorney and shall accompany the proposal.
- 8) In addition to the identification, the envelope containing the quotation shall mention the name, address and contact number of the bidder.
- 9) The auditor should give his recommendations for ensuring financial property as well as improving the functions of the Academy.
- 10) The firm shall have to depute appropriate number of audit teams for timely submission of Audit Report and to attain quality of audit.
- 11) The entry permit and accommodation at Kavaratti for the auditors will be arranged by LKA and the payment shall be paid by the concerned auditor/ CA firm.
- 12) If the selected firm fails to start their work or complete their work within the time stipulated by LKA from the date of amount of the work without intimating the reason of delay, the contract may be cancelled and the side work will be allotted to the next eligible rank holders from the list. The EMD of the concerned firm will also be forfeited by this Academy.
- 13) The Secretary, LKA reserved the right to accept or reject any quotation without assessing any reason.

This is issued with the approval of Secretary (A&C) vide diary No.393 dt. 10.07.2020.


(K.P. Thangakoya)
Secretary
Lakshadweep Kala Academy

To

The CA firms as per list

Copy to the webcoordinator (LKA) to upload the quotation notice in the official website of UTL Administration.