

THE STATE FISHERIES DEVELOPMENT CORP. LTD.

(An ISO 9001:2015 Certified Govt. Undertaking)

Bikash Bhawan, Bidhannagar, Kolkata - 700091

Ph. No. : 033 2358 3123, Telefax No. : 033 2337 6470

E-mail : sfdcltd@yahoo.co.in, Website : www.wbsfdc.com

GSTIN : 19AABCT2090D1ZJ • CIN : U15125WB1966SGC026791



Ref. No:-Acc-24/2023-24 (Part-I)/377

Dated: 28/8/2024

NOTICE INVITING QUOTATIONS

Quotations are invited from bona fide and reputed Chartered Accountant firms/Cost Accountant firms, or professional firms with substantial experience in the preparation of accounts. Experience in handling Government/PSU accounts will be considered an added advantage. The assignment involves checking (A) Tally entries, preparing the Trial Balance, and compiling the accounts etc. for 26 branches located across various districts of West Bengal, prior to finalization of Accounts of the SFDC Ltd for the financial years 2022-23 and

(B) Preparation of Annual Accounts in accordance with the Schedule III of the Companies Act, 2013, and the applicable Accounting Standards issued by ICAI. Firms with proven expertise in handling Government/PSU accounts will be given preference. The assignment involves the preparation of Annual Accounts for the SFDC Ltd (a Govt. of West Bengal Undertaking) for the financial years 2022-23. Interested firms are requested to submit their bids for this engagement, details as follows:

(A) **The Scope of work shall be as follows :** For 26 Branches of the SFDC Ltd

1. Gathering and compiling Data from Tally accounting package for various projects of the Corporation.
2. Matching Opening Balance of Final Balance Sheet of 2021-22 with each project opening Balance as on 01.04.2022.
3. Reconcile all projects with each other and HO for Inter-Branch-Transfers of Goods and /or money, checking Bank Reconciliations and correcting Data thereof.
4. Checking and correcting the Accounting Entries of Branches.
5. Checking the Statutory dues such and payments thereof.
6. BRS of Branches and Preparing Trail Balance.

(B) **The Scope of work shall be as follows:** For preparation of Annual Accounts of the SFDCL for the Financial Year 2022-23:

1. Making of any adjustment entries which necessary for finalization of Accounts.
2. Preparation of Trail Balance along with Group Trail Balance.

(Contd.to.....Page No.2)

3. Preparation of Depreciation statement, incorporation of entries as per Actuarial Valuation report, provision of doubtful debts and advance etc.
4. Preparation of Balance Sheet, Profit & Loss Statement, Cash Flow Statement, Statement of change Equity along with necessary schedules , Note to Accounts, ascertainment of contingency, foot notes and segment wise result of each financial year etc. as applicable to the Company under the Companies Act,2013.
5. Liaison, reply of queries and co-ordination with Statutory Auditors, CAG Auditors
6. Reconcile GST Data as per the returns filed by Corporation vis-à-vis Data as per Corporation's Books of Accounts (Tally Data)
7. Reconcile EPF, P.Tax and TDS payable Data as per returns Filed by Corporation vis-à-vis Data as per Corporation's Books of Account (Tally Data)
8. Reconcile TDS (Dr) as per 26AS of Income Tax website vis-à-vis Data as per Corporation's Books of Accounts (Tally Data)
9. Grant-in-Aid and PMMSY reconciliation
10. Any other work necessary for completion of the job as may be assigned from time to time.

Terms & Condition

1. The Firm should have sufficient required personnel to depute for completion the work within a short period.
2. Credential of preparation Accounts at Corporation should by past experience accounts.
3. Quotation may be received also through mail or Email-ID in the given format (Annexure-A) : sfdcltd.acc@gmail.com and cc to sfdcltd@yahoo.co.in
4. The selection of the firm will depend upon the offer quoted by the firms as well as experience of the firm
5. The details of registration of the firm as well as details of Partners or proprietor are to mention.
6. The firms are requested to submit their Quotations to the office of the undersigned at Bikash Bhawan, 1st Floor, North block, salt Lake, Kolkata – 700091 within 14 days. The Quotations shall be inclusive of all applicable taxes and shall be valid for 30 days.

(Contd.to.....Page No.3)

The Authority reserves the right to accept or cancel any quotation submitted without stating any reason.

Any dispute arising out or touching upon or in relation to the terms and conditions of this Agreement shall be settled amicably by mutual discussion.


Managing Director

The State Fisheries Development Corp. Ltd

Copy forwarded for information and necessary action to:

- 1) The Chief Accounts officer, the SFDC Ltd.
- 2) PS to Hon'ble MOS (IC), Fisheries Department, Govt. of West Bengal.
- 3) PA to ACS, Fisheries Department, Govt. of West Bengal.
- 4) Company Secretary, the SFDC Ltd.
- 5) Accounts Section, the SFDC Ltd.


Managing Director

The State Fisheries Development Corp. Ltd

Annexure - A

THE STATE FISHERIES DEVELOPMENT CORPORATION LIMITED

Particulars	Fees per year (Amount in Rupees) [Excluding all Taxes]
1) Professional Fees for work of 26 Branches of the SFDC Ltd.	
2) Professional Fees towards Preparation of Annual Accounts of the SFDC Ltd for the Financial Year 2022-23.	

* Note: Taxes and Duties extra as applicable