

# DELHI PARKS AND GARDENS SOCIETY

(A Society Registered under the Societies Registration Act of XXI, 1860) (Registration No. S/62922/2008)

## DEPARTMENT OF ENVIRONMENT

GOVT. OF NATIONAL CAPITAL TERRITORY OF DELHI

C-Wing, 6<sup>th</sup> Level, Delhi Secretariat, I. P. Estate, New Delhi – 110 002

Tele-Fax: 011-23392736, E-mail : [ceodpgsenv.delhi@nic.in](mailto:ceodpgsenv.delhi@nic.in) Website: <http://dpgs.delhigovt.nic.in>

F. No.F.1(13)/DPGS/2020-21/4137.

Date: 06/2/2025

### NOTICE INVITING QUOTATION

Sealed quotations are invited from registered Delhi based firms for hiring of Chartered Accountant for Statuary Audit of books of accounts for the financial year 2025-26 with an estimated cost of Rs. 46,500/- (+ GST).

All interested firms are requested to submit their sealed quotation along with all required documents in a single sealed cover to the office of the undersigned on or before **26.03.2025 by 02:00 PM**

**The sealed quotations will be opened on same day at 03:00 PM**, in the presence of bidders or authorized representative of the bidder who wish to be present in the proceeding at Office of the CEO, DPGS, C-Wing, 6th Level, Delhi Secretariat, I. P. Estate, New Delhi – 110 002. The details of scope of work, general terms and condition and eligibility criteria of AMC available on website i.e. <https://dpgs.delhigovt.nic.in>

#### **I. The qualification criteria/documents will be required as follows:-**

1. The Chartered Accountant firm should be based in Delhi.
2. The Chartered Accountant firm should be registered with the Institute of Chartered Accountants of India.
3. They must have Income Tax Permanent Account Number and GST registration.
4. The firm should have been in operation for at least ten years after its registration.

#### **II. Scope of work:-**

1. Audit of Society U/s 12(A) of Income Tax Act
2. Issue of Utilization Certificate
3. Professional Consultancy in respect of TDS, GST, Income Tax and filing of respective returns
4. Professional Consultancy in respect of handling of assessment proceedings of IT Act as and when required.

#### **III. Terms and condition:-**

1. Payment will be made on after finalization of books of accounts.
2. The contract period is extendable for the period of another one year, if the services found satisfactory.
3. The contact can be cancelled any time by competent authority.

The undersigned reserve the right to accept or reject of all the quotations without assigning any reason thereof.



CEO, DPGS