



WEST BENGAL LABOUR WELFARE BOARD
P-3, C.I.T. SCHEME, VII M, KANKURGACHI, KOLKATA – 700054
Phone & Fax: - 033-2320 7624, Email: - wblwb.commissioner@gmail.com

Memo No: 413 /W.C.

Date. 03.11.2021

NOTICE INVITING QUOTATION

Date of Issue	03.11.2021
Last date for receipt of duly filled in tenders document(Due date)	24.11.2021
Date and Time of the opening of the Tender	25.11.2021 at 4.30PM
Place of Audit	1. West Bengal Labour Welfare Board, P-3,C.I.T.Scheme VII-M, Kankurgachi, and Kolkata – 700054 2. Regional office- Siliguri, Dagapur , Dagapur Complex, P.O.- Pradhan NagarPIN-734403, District: Darjeeling

Quotation in sealed cover is hereby invited from the reputed Chartered Accountants firm for conducting statutory audit of the Accounts of West Bengal Labour Welfare Board, P-3, C.I.T. Scheme VII-M, Kankurgachi, Kolkata – 700054 (Including its Regional office Situated at Siliguri, Dagapur, Dist- Darjeeling) for the financial year 2019-2020 and 2020 -2021.

The Quotation should be submitted at the office of the Welfare Commissioner, West Bengal Labour Welfare Board, P-3, C.I.T. Scheme VII – M, Kankurgachi, Kolkata – 700054 by ordinary post or by hand from 08.11.2021 to 24.11.2021 except Saturday, Sunday and other government holidays within 11:00 AM to 4:00 PM.

No quotations will be received after the stipulated time & date under any circumstances.

Terms and Conditions:

1. The C.A firm must submit Self attested copy of Valid Trade License, PAN card, GST Registration Certificate, last year's IT Return, Service Tax Registration Certificate & Credential of the Bidder for such job under any Govt. Organization.
2. All papers and correspondences in connection with the bidders shall be in English.
3. QUOTATION should be addressed to the Welfare Commissioner, West Bengal Labour Welfare Board, P-3, C.I.T. Scheme VII – M, Kankurgachi, Kolkata – 700054
4. The contract will be for auditing financial year 2019-2020 and 2020 -2021 only.
5. The contract with the selected provider may be terminated at any time during the

contract period if their performance found to be unsatisfactory.

6. The undersigned has every right to accept or reject any quotation without assigning any reason thereof.
7. Selected bidder should submit the bills along with copies of voucher slip on the name of undersigned.
8. The L 1 bidder will be accepted.



(S. K. BASU)
Welfare Commissioner
West Bengal Labour Welfare Board

Memo No: 413 / 4/ W.C.

Date. 03.11.2021

Copy forwarded for information and necessary action to: -

1. Principal Secretary to the Govt. of West Bengal, Labour Department
2. DWC-1, West Bengal Labour Welfare Board
3. Accounts Officer, West Bengal Labour Welfare Board
4. Office Copy



Welfare Commissioner
West Bengal Labour Welfare Board