

BIDHAN CHANDRA KRISHI VISWAVIDYALAYA

Office of the Registrar

P.O. Krishi Viswavidyalaya, Mohanpur, Nadia, W.B.

No. Admn/BCKV/G-347/10/

Dated 16.01.2012.

Notice inviting “EXPRESSION OF INTEREST”

Expression of Interest is invited from the reputed Chartered / Cost Accountant Firms preferably experienced in the matter of preparation of accounts and other related matters etc. in the University in sealed covered. Selected Firm shall have to render the following services on certain terms and conditions to be laid down before execution.

- 1(a). Preparation of accounts including P.F. accounts of the university,
- (b). Updating of arrear accounts of the University.
2. Updating of backlog work, posting and updating of cash book both electronically and manually in appropriate ledger.
3. Preparation, maintenance and updating of financial information, statistics and accounting figures as may be required by the University from time to time.

The Company will have to submit its intention of undertaking the work of the Finance Department through qualified person / persons as may be necessary for 5 working days in a week in the office of the Comptroller of the University at Mohanpur, Nadia. The Company will also have to submit along with “**Expression of Interest**”, its credentials in this line and details of annual contract for undertaking such work.

The interested parties may visit the office of the Comptroller and discuss with the In-Charge / Assistant Comptroller – II on 6th / 7th February, 2012 and to collect proforma application form on payment of Rs.1000.00 (Rupees one thousand) each from the Comptroller’s Department.

Sd/-
Registrar.

No. Admn/BCKV/G-347/10/

Dated 16.01.2012.

Copy forwarded for information and necessary action to:

- 1) Secretary to Vice-Chancellor, BCKV.
- 2) Incharge, Comptrollers Deptt.
- 3) AR-II/AR-III.
- 4) Dr. Debashis Majumder, Associate Professor, Deptt. of Ag. Statistics, F/Ag.

Sd/-
17.01.12.
Registrar.