


GOVERNMENT OF BIHAR
DEPARTMENT OF ENVIRONMENT, FOREST AND CLIMATE CHANGE

NOTICE FOR REQUEST FOR PROPOSAL

The Department of Environment, Forest and Climate Change, Government of Bihar is working for protection, preservation and promotion of forestry, environment and climate of the state for ensuring good health and hygiene of the people of the state. For this purpose, State and Central Government both provide fund to the Department under various schemes and plans which is from time to time audited by Accountant General, Bihar. However, there is no financial audit wing to oversee that all scheme funds are expended as per established state Government financial norms. Further, a large number of audit objections raised by AG/CAG also need to be addressed and instructions, if necessary issued to ensure better financial accounting & record keeping for the future.

In view of this, the Department of Environment, Forest and Climate Change, Government of Bihar, Patna-80015 desires to engage an experienced firm of chartered accountants having head office in Patna for providing services of experienced Chartered Accountant for conducting routine audit of the schemes/grants given by the department to various offices & attached institutions.

For this purpose, a proposal is invited in the given format from interested firms having good experience of financial audit & accounting of government departments/organisations. The proposal should contain specific mention of firm's experience and the monthly compensation required for this service with other terms and conditions. The interested firm may submit their proposal through hand to the Joint Secretary till 4 P.M. by 30th July, 2025.


18.7.2025
Under Secretary

| Particulars / Details of the Firm | | |
|-----------------------------------|--|--|
| Sl. No | Particulars | Supporting Documents attached along with this form |
| i | Name of the Firm | |
| ii | Firm Registered address with Institute of Chartered Accountant of India | |
| iii | Registration No. with ICAI (Attach certificate of ICAI) | |
| iv | Empanelment No. with C & AG | |
| v | Year of Establishment | |
| vi | Firm Income Tax PAN No. (Attach copy of PAN). Firm GST Registration No. GST (Attach copy of certificate) | |
| vii | Nature of Constitution of firm (Proprieter/partnership LLP) | |
| vii | No. of partners on 31.06.2025(Attach Constitution certificate of ICAI) | |
| ix | The CA firm should have not been blacklisted/banned/convicted by any court of law for any criminal or civil offences/ declared ineligible by any entity of any State Government or Govt. of India or Public sector undertaking in India for participation in any future NIT / NIQ for unsatisfactory performance, corrupt, fraudulent or any other unethical business practices or for any other reason, as on the date of submission of the proposal. | |
| x | The CA firm should have its head office in Patna. (Attach ICA certificate) | |
| xi | Turnover for last three financial years i.e. FY 21-22, FY 22-23 and 23-24. The average should be not less than RS 75.00 Lacs. (Attach copy of audited account) | |
| xii | Details of Experience of similar Nature assignment in Government Department/Organisations. (Attach copy of appointment letters.) | |

Note: All the document should be self certified.