

**BIHAR STATE CSR SOCIETY**  
**Finance Department, Government of Bihar**  
**Patna, Bihar**

**ADVERTISEMENT**

**INVITATION OF APPLICATIONS/PROPOSALS FOR APPOINTMENT OF STATUTORY AUDITOR  
FOR THE FINANCIAL YEAR 2026-27**

The Bihar State CSR Society, Finance Department, Government of Bihar, a Society registered under the applicable provisions of the **Societies Registration Act** and holding a valid **CSR-1 Registration Certificate**, invites applications/proposals from eligible and experienced **Chartered Accountant Firms (CA Firms)** registered with the **Institute of Chartered Accountants of India (ICAI)** for appointment as **Statutory Auditor of the Society for the Financial Year 2026-27**.

**1. Scope of Work**

The Statutory Auditor appointed by the Society shall undertake the following activities:

1. Conduct the annual statutory audit of the Society for the Financial Year 2026-27 in accordance with the applicable Acts, Rules, Regulations, Government instructions and financial provisions.
2. Examine and verify the books of accounts, financial statements, income and expenditure, bank accounts, funds received and expenditure incurred by the Society.
3. Audit and verify financial transactions and expenditure relating to **CSR activities/projects undertaken through the Society**.
4. Verify the utilization of funds received from various sources/donors and expenditure incurred for approved CSR activities and projects.
5. Examine the compliance of financial transactions and expenditure with the applicable statutory, financial and accounting requirements.
6. Issue the **Statutory Audit Report, Utilization Certificates and other certificates/reports**, as may be required by the Society, funding agencies, Government Departments or other competent authorities.
7. Report any financial irregularities, discrepancies, control deficiencies or other observations noticed during the course of audit and provide appropriate recommendations.
8. Provide necessary professional advice and observations to the Society in respect of accounting, audit and applicable statutory/financial compliance matters.
9. Any other certification.

**2. Eligibility Criteria**

The applicant Chartered Accountant Firm shall fulfil the following eligibility conditions:

1. The firm must be duly registered with the **Institute of Chartered Accountants of India (ICAI)** and possess a valid Firm Registration Number.
2. The firm should have professional experience in conducting statutory audits of At least 5 years

3. The firm must have experience in auditing **Government Societies, Trusts, NGOs, Section 8 Companies, CSR implementing organisations or other similar institutions.**
4. The firm must have experience in auditing financial transactions relating to CSR activities/projects and/or utilisation of CSR funds.
5. The firm should not have been **blacklisted, debarred or otherwise prohibited** from undertaking audit assignments by any Government Department, Government Organisation, statutory authority or competent authority.
6. The firm shall submit documentary evidence in support of its ICAI registration, professional experience and fulfilment of the prescribed eligibility conditions.

### **3. Documents to be Submitted**

The interested and eligible CA Firms shall submit the following documents along with their application/proposal:

1. Firm Profile.
2. Copy of valid **ICAI Firm Registration Certificate.**
3. Details of Partners and authorised representatives of the firm.
4. Details of relevant professional experience of the firm.
5. Details of statutory audits/audits of **Government Societies, Trusts, NGOs, CSR organisations and other similar institutions** undertaken by the firm.
6. Details of similar assignments completed/ongoing, wherever applicable.
7. Declaration regarding non-blacklisting/non-debarment by any Government Department, Government Organisation or competent authority.
8. Financial Proposal/Fee Quote for providing statutory audit services.
9. Any other document/information considered necessary by the Society.

### **4. Submission of Application/Proposal**

Interested and eligible CA Firms shall submit their **Technical Proposal and Financial Proposal** in separate sealed envelopes, duly superscribed as follows:

**"Technical Proposal for Appointment of Statutory Auditor – FY 2026-27"**

and

**"Financial Proposal for Appointment of Statutory Auditor – FY 2026-27"**

The sealed proposals shall be submitted at the following address:

**Chief Executive Officer (CEO)**

**Bihar State CSR Society**

Finance Department, Government of Bihar

Patna, Bihar

E-mail: [csr-bihar@bihar.gov.in](mailto:csr-bihar@bihar.gov.in)

Contact No.: 0612-2217030

The proposals should reach the Society within the prescribed date and time. Proposals received after the stipulated date/time may not be considered.

#### 5. Important Dates

| Particulars                                      | Date                                                |
|--------------------------------------------------|-----------------------------------------------------|
| Date of Publication of Advertisement             | 25.09.2026                                          |
| Last Date for Submission of Application/Proposal | 12.10.2026                                          |
| Date of Opening of Technical Proposal            | 13.10.2026                                          |
| Date of Opening of Financial Proposal            | To be communicated to technically qualified bidders |

#### 6. General Terms and Conditions

1. Submission of an application/proposal shall not confer any right on the applicant CA Firm for appointment as Statutory Auditor.
2. The selection shall be made by the Society in accordance with the prescribed procedure and based on the eligibility, technical credentials, relevant experience and financial proposal, as considered appropriate by the Society.
3. The Society reserves the right to seek clarification or additional documents/information from any applicant, wherever considered necessary.
4. The Society reserves the right to **accept or reject any or all applications/proposals, wholly or partly, without assigning any reason thereof.**
5. The decision of the Society in this regard shall be **final and binding** on all applicants.
6. Any amendment, corrigendum or further information relating to this advertisement shall be communicated/notified by the Society through the appropriate channel.
7. The successful CA Firm shall be required to undertake the audit and submit the audit report and other deliverables within the timelines prescribed by the Society.
8. The appointment shall be subject to the terms and conditions issued by the Bihar State CSR Society.



**Chief Executive Officer (CEO)**  
**Bihar State CSR Society**  
Finance Department, Government of Bihar  
Patna, Bihar