

MUMBAI METROPOLITAN REGION DEVELOPMENT AUTHORITY

Bandra Kurta Complex, Bandra (East) Mumbai-400051 Tel. 26594024

No. FA Div./Tax Audit/1228 /2025-26

Date: 10.09.2025

SHORT QUOTATION NOTICE

The Financial Advisor, Finance & Accounts Division, MMRDA invites sealed quotation Lumpsum Contract from the agencies who is willing to carry out the following work:

1. Name of Work : Tax Audit of MMRDA
2. Issue of Blank Quotation : From 15.09.2025 to 22.09.2025
During office hours to 15.00 hrs
3. Receiving Quotation on : 22.09.2025 up to 12.30 hrs.
4. Opening Quotation : 23.09.2025 after 16.00 hrs.
5. Period : 1 Year

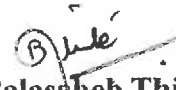
The Information of Auditing Firm, required in part 1 & 2 are enclosed herewith.

The quotation shall be opened by the Financial Advisor or his authorized representative in the presence of intending bidders who may choose to remain present at the time of opening the quotation on 23.09.2025 after 16.00 hrs. (if possible)

In the event of the fees quoted is agreeable, the agency will be required to sign the agreement on a requisite stamp paper.

Nothing extra shall be paid over and above the quoted rates on any account. Please note.

Right to reject all or any quotation without assigning any reason thereof is reserved by the Competent Authority, MMRDA.


(Balasaheb Thite)

Financial Advisor

Finance & Accounts Division

Copy to: (i) Notice Board, Finance & Accounts Division.

PART-1

FOR TAX AUDIT OF MUMBAI METROPOLITAN REGION DEVELOPMENT AUTHORITY

Financial Advisor,
Mumbai Metropolitan Region Development Authority
New Administrative Building, E-Block,
Bandra Kurla Complex,
Bandra (East) Mumbai 400 051

PART-A

Information of the Auditing Firm/Company

| | | |
|----|---|--|
| 1 | Name of the Practicing Chartered Accountant Firm: | |
| 2 | Type of Entity (Partnership/LLP/Company): | |
| 3 | Whether the Partnership Firm / LLP /Company is a Practicing Chartered Accountant Firm, Please Specify. | |
| 4 | Name of the Authorised Signatory / Lead Partner: | |
| 5 | Date of Commencement of Firm: | |
| 6 | Registration Number of the firm with Institute of Chartered Accountants of India (Please attach documentary evidence) | |
| 7 | Details of Office(s): Address: Telephone No: E-Mail: Website: (Please give all addresses, if more than one) | |
| 8 | PAN Number | |
| 9 | GSTN | |
| 10 | Annual Gross Receipts for last 3 Financial Years along with documentary evidence (up to financial year 2023-24, or financial year 2024-25 if available) | |
| 11 | Brief Profile of Partners (Name, Qualification, Institute of Chartered Accountants of India Membership no, and Date of Certificate of Practice, Mobile No. with documentary evidence | |

| | | |
|-----------|---|--|
| 12 | Manpower proposed for MMRDA Tax Audit Name: Designation: Qualification: Experience: (Bio-Data of each personnel may be enclosed) | |
|-----------|---|--|

| PART B | | |
|---------------|--|--|
| 1 | Detailed Audit Plan decided by the Tax Auditor for MMRDA (Attach document providing the details of the proposed audit plan) | |

PART- C

PRICE/BID

SCHEDULE OF RATES

| | | |
|---|-----|---|
| A | Rs. | Fixed Amount (including all Taxes, Levies, Duties, charges, out of pocket expenses, etc.) per annum. Exclusions: GST as applicable |
| B | Rs. | GST |
| C | Rs. | Total (A+B) |

Offer is called on Fixed / Lumpsum price. No travelling allowance / halting allowance shall be paid to the audit firms for carrying out the assignment. However, GST and applicable statutory levies shall be paid as applicable from time to time in addition to basic fees. No additional fees will be paid on account of delay / extension period.

| DECLARATION | |
|--------------------|--|
| | All information provided by me/us herein above is correct, true and free from any misstatement or misinformation. |
| | I / We have read all the terms and conditions of this bid and the instructions and accept them in total on all fronts. |

Signature : _____

Name and Designation of Authorised Signatory : _____

Stamp of Firm : _____

Date : _____

Place : _____