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NOTICE INVITING EXPRESSION OF INTEREST

As per order of Punjab & Haryana High Court Verdict, No 138 CR6551-2023(O&M) and CR5192-2024 dated 25.11.2024 read with order vide No. 7914-16/MA-I dated 3.12.2024 by Deputy Commissioner, Jalandhar accounts of the **MGN Educational Trust , Adarsh Nagar, Jalandhar as well as it's Educational Institutions** is to be audited from a reputed Chartered Accountant before 24.12.2024. Sealed quotations / EOI are invited upto 12.12.2024 (5 p.m.) from reputed and experienced Chartered Accountant Firm to carry out the Audit of Accounts of Societies as well as all the MGN Educational Institutions for current Financial year

Eligibility:

1. The CA firm should have an experience of at least 10 years as on 01.12.2024.
2. The CA firm should have at least 2 fellow members of ICAI as partners.
3. The CA firm should have at least 2 Chartered Accountants employees (other than partners).
4. The CA firm should have experience in conducting audit of Societies and Trust including educational institutions.
5. The CA firm should have a local office in district Jalandhar or Kapurthala, so that the audit is completed within timelines prescribed.
6. C.A. Firms currently involved in the audit of the above mentioned institutions not eligible to apply.

Scope of work:

1. The scope of audit extends to the society as well as the educational institutions functioning under the Trust.
2. To ensure that all the expenses incurred by the Society and educational institutions relates to the legitimate operations of the organization, which are in its best interests and are in accordance with the budget provisions
3. To verify the accuracy and propriety of the transactions. To ascertain the extent of compliance with the prescribed policies, plans, rules, regulations, bye-laws, systems and procedures.
4. To examine the prescribed books of accounts along with subsidiary records to ensure that these are maintained properly.
5. To review all statutory obligations compliances such as GST, EPF etc
6. The scope of audit will include examination of all transactions with reference to the original documents/vouchers/books/files etc. and reporting on the deficiencies, noticed. The same transactions have to be examined from the angle of propriety.

Period of audit will cover the current financial year (2024-25).

Submission of report: To be done by 21st Dec 2024

Sealed quotations / EOI are invited upto 12.12.2024 (5 p.m.) from reputed and experienced Chartered Accountant Firm to carry out the Audit of Accounts of Societies as well as all the MGN Educational Institutions for current Financial year.

Interested parties may send the sealed QUOTATIONS/ EOI by Hand in the Office of the undersigned.

Committee reserve the right to cancel any bid on the basis of quotation amount and evaluation EOI.

Name of the institutions with their website address are as under :-

Name of School / college	Website address
MGN PUBLIC SCHOOL ADARSH NAGAR, JALANDHAR	www.mgnadarshnagar.org
MGN PUBLIC SCHOOL KAPURTHALA	www.mgnkapurthala.org
MGN PUBLIC SCHOOL URBAN ESTATE-II, JALANDHAR	www.mgnurbanestate.org
MGN COLLEGE OF EDUCATION, JALANDHAR	www.mgncollege.org
GN COLLEGE OF EDUCATION, KAPURTHALA	www.gncewkpt.com
MGN GIRL SR.SEC. SCHOOL, ADDA HOSHIARPUR, JALANDHAR.	
MGN KHALSA SR. SEC. SCHOOL, JALANDHAR CANTT.	
MGN KHALSA HIGH SCHOOL,BASTI BAWA KHEL, JALANDHAR	

ADMINISTRATOR
M.G.N. Educational Trust
Adarsh Nagar,Jalandhar