



**Bhagat Phool Singh Mahila Vishwavidyalaya
Khanpur Kalan (Sonepat), Haryana-131305**

Office No. 01263-283038, Fax No. 01263-283779, www.bpswomenuniversity.ac.in

Ref. No. BPSMV/Acctt/III/ 509

Dated 15/05/2026

NOTICE

1. **Expression of Interest:**

Sealed Expression of Interest from various Chartered Accountant/Chartered Accountant Firms/Associates are invited for hiring of services of Accounting/Taxation/GST work of the University as well as Two Regional Centers and Eight Constituent Colleges initially for one year extendable for further period on basis of performance.

2. **Scope of Work**

Preparation and Audit of Final Accounts i.e. Receipt and Payments, Income and Expenditure, Balance Sheet, Fee Analysis (total fee due, fees received) and Reconciliation of fees, checking of component wise, category wise and account head wise expenditures, Reconciliation of Accounts with bank, Income-tax/TDS/GST Returns and issuance of Form 16/16A certificates required under statutory provision, Preparation of Digital Signature Certificate of University Officials, Advisory matters, Attending of Income-tax/TDS/GST notices/summons/appeal(s), hearing(s), representation before Income-tax as well as GST Authorities for assessment, notices and any other guidance required by the University from time to time. If any notice/query is received from the Income-tax/GST Authorities during the contract period, it will be the entire responsibility of Chartered Accountant till the final decision.

3. **Eligibility Terms & Other Related Conditions**

- (i) The sealed Expression of Interest, complete in all respect must reach in the office of undersigned latest by 01.06.2026 by 4.00 p.m (Time). The same will be opened on 02.06.2026 at 11.00 A.M. by the Account Branch in the office of Finance Officer, BPSMV. The scrutinized and shortlisted firms or their authorized representatives(s) are allowed to giving presentation on their proposals at their own cost in the office of Finance Officer, BPSMV, Khanpur Kalan, Sonepat before the committee.

- (ii) The incomplete Expression of Interest received after due date and time, shall be rejected out rightly.
- (iii) Apart from other essential relevant documents, the EOI must include average turnover in the last five year, details of experiences, details of experiences with any other central/state government University (if any), Details of clients and scope of work during last five years, number of Branches and locations, details of partners (if any) and membership No.
- (iv) The Financial Proposal must be kept in a separate sealed envelope along with EOI.
- (v) All the documents supplied by the firm must be signed with full signatures by the authorized person along with seal of the firm. Without signatures and seal the EOI shall not be considered.
- (vi) A certificate regarding not debarred the firms by the The Institute of Chartered Accountants of India or any other Agencies should be attached.
- (vii) Payment shall be subject to the deduction of all taxes, as applicable from time to time. The total payment will be released in five installments i.e. one installment after every quarter and the fifth installment will be paid after satisfactory completion of the complete work.
- (viii) The dispute, if any subject to the Jurisdiction of Courts at Gohana. Any other Jurisdiction mentioned in the Expression of Interest or invoices of the firms etc. shall be invalid and shall have no legal sanctity.
- (ix) The University reserves the rights to reject any or all Expression of Interests without assigning any reason.
- (x) Fortnightly visit in a month is mandatory in BPSMV, Khanpur Kalan. No extra amount regarding visiting of BPSMV, Khanpur Kalan will be paid. If Chartered Accountant or his representative will not visit in University, then Rs.2000/- per visit will be deducted from his bill.
- (xi) The firm must have minimum 5 years' experience & Satisfactory Completion Certificate from Govt. Institutions/Autonomous Body/PSU/University in which minimum budget are 100 crores.
- (xii) Only those Chartered Accountant/Chartered Accountant Firms/Associates situated in the 50 kilometers radius of BPSMV, Khanpur Kalan are eligible for expression of interest.





(xiii) The firm owners/partners shall submit undertaking verifying and declare:

- a. that the particulars given in EoI are complete and correct and that if any of the statements made or the information so furnished in the EoI is later found not correct or false or there has been suppression of material information, the firm would not only stand disqualified from allotment but would be liable for disciplinary action under the Chartered Accountants Act, 1949 and the regulations framed there under;
- b. that the firm, or partners has not been debarred or cautioned by ICAI and other related statutory bodies or agencies;
- c. that individually we are not engaged in practice otherwise or in any other activity which would be deemed to be in practice under section 2(2) of the Chartered Accountants Act, 1949; that the constitution of the firm as on 31st March of the relevant year shown is same as that in the Constitution certificate issued by the ICAI.


A handwritten signature in black ink, consisting of a stylized 'D' shape with a horizontal line underneath and a small mark below the line.


A large, stylized handwritten signature in black ink. Below the signature, the word "Registrar" is printed, followed by the date "14/05/26" written in black ink.


A small, handwritten mark or signature in black ink, resembling a stylized 'B' or a similar character.