



HOMI BHABHA NATIONAL INSTITUTE  
Admn. Office: Training School Complex, 2<sup>nd</sup> Floor,  
Anushakti nagar, Mumbai 400 094

Ref: HBNI/Audit/2019/33

February 12, 2019

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Sub: **Engagement of Statutory Auditor.**

**Sealed quotations are invited on behalf of the Homi Bhabha National Institute for Engagement of Statutory Auditor for HBNI for executing the work as given in the Annexure - I**

- 1) Sealed quotation should be submitted either by post or by hand delivery to Registrar, Homi Bhabha National Institute, Central Office, 2<sup>nd</sup> Floor, Training School Complex, Anushaktinagar, Mumbai 400 094 latest by 25.02.2019 at 15.00 hrs.
- 2) Tenure: 1.04.2019 to 31.03.2022.
- 3) Quotations should be placed in sealed envelopes superscribing tender enquiry number and due date.
- 4) The validity of the quotation shall be for a minimum period of 60 days from the date of opening of the quotations.
- 5) The auditors who have carried out the audit of this Institute for immediate past three years are not eligible for submission of quotation for the current tenure of statutory audit process.
- 6) The rates shall be inclusive of all taxes; however, taxes should be shown separately.
- 7) Payment Terms: within 30 days from the date of submission of the bill. Taxes will be reimbursed on production of documentary evidence.
- 8) The HBNI reserves the right to accept or reject any or all tenders invited, without assigning any reason.

*B. Chandrasekar*

(B.Chandrasekar)  
Registrar HBNI

## ANNEUXRE – 1

- Scope of work: a) Auditing and Certification of Annual Report/Financial Statements of the Institute in the prescribed format as per the Bombay Public Trust Act, 1950 and any incidental works thereto for submission to the office of the Charity Commissioner, Mumbai.
- b) Uploading and Filing of the Quarterly and Annual Income Tax Return of the employee and contractors in form no. 24Q, 26Q & 24G of HBNI during the period under contract and issue of Form 16 to all.
- c) Miscellaneous item if any related to auditing and income tax etc.

B. del