



BRAITHWAITE & CO LIMITED

(A Government of India Undertaking)

SUBSIDIARY OF BBUNL

Accredited with Quality Standards

ISO 9001 - 2000 for Railway Wagons & Cranes.

HEAD OFF. & REGD. OFF. : 5, HIDE ROAD, CALCUTTA - 43, TEL 2439-7415, 2439-4114, 2439-6613, 2439-7413.

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SKG/ CA/05-06

March 31,2007

Sub:- Appointment of CA Firm for physical verification of Fixed Assets and stock as on 31.03.2007.

The company intends to appoint a firm of Chartered Accountants for physical verification of stock and Fixed Assets of the Company as at 31.03.2007 on urgent basis for all the units. The Company have three manufacturing units and one Marketing unit, locations of which are given below:

- i. Clive works, 5 hide Road, Kolkata- 700043
- ii Victoria Works, P-61, C.G.R. Road, Kolkata- 43
- iii. Angus Works, Bhadresware Hooghly.
- iv. Marketing Division 59B, Chowringhee Road, Kolkata- 700020

Scope of Work:

To conduct the stock verification of the Company for the financial year ending 2006-07 and determination of slow moving, non - moving, obsolete stores and valuation of Stock as on 31.03.07.

The auditor shall make detailed, proper and analytical coverage of the stock in question to avoid any possible area of slippage, which might be highlighted later on by the statutory Auditor, CAG and Bank.

Further, it is also necessary to physically verify the Fixed Assets of the Company as required under section 227 (4A) of the Company's Act and also to reconcile the figure with book balance at the close of the year.

Submission of offer:

Chartered Accountant Firms having the right setup may submit sealed offer in two parts as detailed below:

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1. **Part – I Techno - Commercial**

- A. Details of the job in respect of above, performed / executed by the bidder with relevant documents justifying their suitability shall be submitted . Besides above, balance sheet for last three Years should be submitted.
- B. The number of personnel to be deployed for the above job with their professional expertise, knowledge in performing the above jobs shall also be indicated .

The two parts shall be inserted in two (2) envelopes and these shall be put in 3rd envelop. All the envelopes shall be sealed and superscribed with enquiry No., date and part no. The sealed envelop addressed to Senior Manager (Purchase), Braithwaite & Co. Ltd., 5, Hide road, Kolata-700043 may be dropped in our Tender Box No. 2 (Incuse of hand delivery) or may be sent by Registered post but must reach us positively within 18.04.2007 by 4.30P.M.

TREMS AND CONDITIONS:

1. The job is to be performed urgently within 45 days from the date of receipt of order, failing which the Company reserves the right for suitable deduction from the bills of the firm as per discretion of the Competent Authority of our Company.
2. Payment terms: Payment shall be released within 30 days of submission of bill with allied documents if any, on completion of job duly certified by Competent Authority.
3. Arbitration: All questions, disputes or difference whatsoever shall arise between the Purchaser and the supplier upon or in relation to or in connection with the contract, either party may forthwith give to the other notice in writing of the existence of such question, dispute or difference and the same shall be referred to the adjudication of sole Arbitrator who shall be the Managing Director of Braithwaite & Co. Ltd. and his award shall be binding on both the parties. The Managing Director shall have right and authority to appoint any office of the Company, not below the rank of General Manager, who is not directly connected with the Purchase order as Arbitrator.

Such a reference submitted to the Arbitrator shall be deemed to be the submission to the Arbitrator within the meaning of the Arbitration and conciliation Act, 1996 statutory modification thereof. The proceeding of the Arbitration shall be held at Kolkata.

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4. In case of failure / poor performance, the Company reserves the right to terminate the contract without assigning any reason and can assign the jobs to other agency at the risk and cost of the firm which was entrusted with the job initially.
1. Any legal dispute that may arise shall be settled within the Jurisdiction of Court of Kolkata.
2. The Company reserve the right to accept / reject the tender fully without assigning any reason

2. **Part – II Price**

The price for the job as stated shall be quoted.

A copy of the price bid without mentioning the price should be submitted with the Techno commercial Bid.

Opening of offer:

The techno commercial bid (Part- I) shall be opened on 19.04.2007 at 11.00 A.M. Bidders may depute their representative during opening of the tender at the Office of Sr. Manager (Purchase). The date & time of opening of price bids of successful bidders shall be intimated in due course.

Cost of Tender Documents:

Rs. 100/- (Rupees one hundred only) non-refundable is to be paid in the form of Demand Draft/ Pay Order in the name of 'Braithwaite & Co. Limited', payable at Kolkata.

BRAITHWAITE & CO. LTD.

Sr. Manager (Purchase)