

Government of Odisha
Directorate of Technical Education and Training,
Odisha

**(Under the administrative control of Skill Development & Technical
Education Department, Odisha)**

Short Tender Call Notice

For Engagement of Chartered Accountant Firm for Audit of
Books of Accounts with respect to determination of fee structure
of Private Professional Educational Institutes of the state.

NIT No. DTE&T/2025-26/ 4911

Dated: 16.04.2026

Issuer:

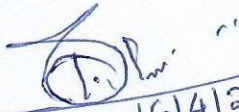
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GOVERNMENT OF ODISHA
DIRECTORATE OF TECHNICAL EDUCATION AND
TRAINING, ODISHA
QUOTATION/ TENDER CALL NOTICE

NIT No. DTE&T/2025-26/ 4911 Dated: 16.04.2026

The Directorate of Technical Education & Training (DTE&T), Odisha invites sealed Quotation from CAG Empanelled eligible Chartered Accountant (CA) Firms registered with the Institute of Chartered Accountants of India (ICAI) for audit of books of accounts for the Financial Year 2022-23 to 2024-25 to determine fee structure of Private Professional Educational Institutes . The consolidated monthly remuneration for the audit assignment is fixed at ₹35,000/- (Rupees Thirty-Five Thousand only). The final remuneration is subject to negotiation based on the firm's experience and the volume of work, which shall conform to the terms & conditions mentioned at Annexure-I.

1. The Quotation completed in all respect should reach the office of the DTE&T, Odisha on or before 27.04.2026 by 05.00 P.M. through Registered/Speed Post/Courier Service and can also be submitted by Hand in the office of the DTE&T Odisha. The sealed quotation will be opened on 28.04.2026 at 11.30 P.M in presence of the bidders or their authorized representatives.
2. The application form of quotation/tender containing General Bid Information & Terms and Conditions for engagement of Chartered Accountant Firm for Audit of Books of Accounts can be downloaded from website of the DTE&T, Odisha. (<https://dtet.odisha.gov.in/en/tenders>)


16/4/26
Joint Director
Directorate of Technical Education &
Training, Odisha, Cuttack

A. Scope of Work

- Audit of books of accounts for compliance with mandated Accounting Standards.
- Verification of cash books, bank statements, and ledgers against primary supporting documents to verify accuracy and authenticity.
- Evaluation in adherence to Government Financial Rules (GFR) and statutory procedures.
- Preparation and submission of Audit Report with observations.
- Submission of compliance report, if required.
- Assistance during audit compliance/ clarification.

B. Eligibility Criteria

Annexure-I

The following terms and conditions must be fulfilled by bidder:

Sl. No.	Requirement
1.	CA Firm registered with ICAI (valid Firm Registration Number – FRN)
2.	Firm should have office either at Cuttack or Bhubaneswar.
3.	Minimum 5 nos of partners, and minimum 5 nos of semi qualified assistants
4.	Minimum Turnover should have 01(one) Crore per annum
5.	Minimum 05 years of experience in audit
6.	Minimum 03 years Experience in Government / Autonomous Body / Society audit
7.	Valid PAN and GST Registration
8.	CAG Empanelment certificate for FY 2025-26
9.	Should not be blacklisted by any Govt. authority

N.B : All the supporting documents related to above information to be attached.

C. Other Important Conditions

- The audit shall be completed within **06 months** from the date of award.
- Audit remuneration shall remain **fixed for the entire audit period**.
- Payment will be released **after submission and acceptance of audit report**.
- Tenure shall be for minimum three months.
- If required, the tenure shall be extended on monthly basis maximum up to six months
- Remuneration is subject to negotiation
- All records and information shall be treated as **confidential**.
- The competent authority reserves the right to **accept or reject any or all tenders** without assigning any reason thereof.

Sd/-
Director
DTE&T, Odisha, Cuttack

Annexure-II

General Information

SL No.	Particulars	
1	Name of the Chartered Accountant Firm	
2	Complete Address	
3	GST Number	
4	PAN Number	
5	Constitution (Proprietorship / Partnership / LLP)	
6	Date of Establishment	
7	ICAI Firm Registration Number	
8	Bank Account No and IFSC Code	
9	Contact Details	

N.B : All the supporting documents related to above information to be attached.

"Certified that the information submitted above is true to the best of my knowledge and belief."

Seal & Signature of Bidder

Annexure-III

Self Declaration for Non-Blacklisted by any Central/State/PSU agency

(An affidavit on a non-judicial stamp paper of INR 10/- by Company Secretary/ Authorized Representative and Signatory of the Applicant with his/her dated Sign)

AFFIDAVIT

(to be executed on INR 10 non judicial stamp paper and to be duly notarized)

Date: _____

Sub: NIT No. _____

In response to the Tender Document above stated, I/We hereby declare and solemnly swear that our Company/ firm _____ is not banned/blacklisted as on date by any competent court of Law, forum or any State Government or Central Government or their agencies or by any statutory entities or any PSUs.

AND, if at any stage the declaration/statement on oath is found to be false in part or otherwise, then without prejudice to any other action that may be taken, I/We, hereby agree to be treated as a disqualified Bidder for the ongoing Contract.

In addition to the disqualification our concern/entity may be banned/blacklisted.

AND, that I/We, shall have no right whatsoever, to claim for consideration of my/our bid at any stage.

Signature of the Deponent
(Authorized signatory of the Bidder with Seal)

Date:

Place:

Annexure-IV

AGREEMENT FOR ENGAGEMENT OF CHARTERED ACCOUNTANT FIRM FOR AUDIT OF BOOKS OF ACCOUNTS

This Agreement is made on this ___ day of _____, 20,

BY AND BETWEEN:

Directorate of Technical Education and Training (DTET), Cuttack, Government of Odisha, having its office at [Official Address], hereinafter referred to as the “**DTET**” (which expression shall, unless repugnant to the context or meaning thereof, include its successors and permitted assigns),

AND

[**Name of the Chartered Accountant Firm**], a firm of Chartered Accountants registered with the Institute of Chartered Accountants of India (ICAI), having its head office at [Address], hereinafter referred to as the “**Auditor**” (which expression shall include its partners, successors, and permitted assigns).

DTET and the Auditor shall hereinafter collectively be referred to as the “**Parties**” and individually as a “**Party.**”

1. Engagement

DTET hereby engages the Auditor for conducting the audit of books of accounts, records, and financial statements of DTET and/or institutions under its administrative control for the financial year 2026-27. The Auditor hereby accepts the engagement on the terms and conditions contained herein

2. SCOPE OF WORK

The Auditor shall:

- Audit of books of accounts for compliance with mandated Accounting Standards.
- Verification of cash books, bank statements, and ledgers against primary supporting documents to verify accuracy and authenticity.
- Evaluation in adherence to Government Financial Rules (GFR) and statutory procedures.
- Preparation and submission of Audit Report with observations.
- Submission of compliance report, if required.
- Assistance during audit compliance/ clarification

3. DURATION OF ASSIGNMENT

The engagement shall be valid for a period of **six months** from the date of award of contract and may be extended based on performance and approval of competent authority, If required.

4. RESPONSIBILITIES OF DTET

DTET shall:

- a. To advice all Private Professional Institutions to produce all books of accounts, financial records, files, and documents required for audit related to their Institutions.
- b. Facilitate coordination with institutions to be audited.
- c. Provide necessary clarifications and information in a timely manner.
- d. Ensure that accounts are prepared in accordance with applicable rules and standards.

5. RESPONSIBILITIES OF THE AUDITOR

The Auditor shall:

- a. Conduct the audit with due diligence, professional competence, and independence.
- b. Deploy qualified personnel for the assignment.
- c. Maintain confidentiality of all records and information accessed.
- d. Complete the audit within the stipulated time schedule.
- e. Submit reports in the prescribed format and within timelines specified by the DTET.

6. AUDIT REMUNERATION AND PAYMENT TERMS

- a. The professional remuneration payable to the Auditor shall be INR _____ (Rupees _____ only).
- b. Payment shall be made upon submission and acceptance of the audit report.
- c. No additional expenses shall be reimbursed unless specifically approved in writing by the DTET.

7. CONFIDENTIALITY

The Auditor shall maintain strict confidentiality of all documents, records, and information obtained during the course of the audit and shall not disclose the same without prior written approval of the DTET, except as required by law.

8. INDEPENDENCE AND ETHICS

The Auditor shall comply with the Code of Ethics issued by ICAI and shall not have any conflict of interest in relation to the assignment.

9. TERMINATION

The DTET may terminate this Agreement at any time without assigning any reason.

The Agreement may also be terminated immediately in case of:

- Misconduct or negligence by the Auditor
- Breach of terms and conditions
- Non-compliance with statutory or professional standards

The Auditor may withdraw from the assignment with prior written notice of 15 days, subject to approval of the DTET.

10. DISPUTE RESOLUTION

Any dispute arising out of this Agreement shall be resolved amicably. Failing which, the matter shall be referred to the competent authority of the DTET, whose decision shall be final and binding.

11. FORCE MAJEURE

Neither Party shall be liable for failure to perform its obligations due to events beyond reasonable control, including natural disasters, war, or government restrictions.

12. MISCELLANEOUS

- a. This Agreement constitutes the entire understanding between the Parties.
- b. Any modification shall be in writing and approved by the DTET.
- c. If any provision is held invalid, the remaining provisions shall continue in force.

13. SIGNATURES

IN WITNESS WHEREOF, the Parties have executed this Agreement on the date first written above.

For DTET, Cuttack

Name: _____
Designation: _____
Signature: _____
Seal: _____

For the Chartered Accountant Firm

Firm Name: _____
Partner Name: _____
Membership No.: _____
Firm Registration No.: _____
Signature: _____
Seal: _____