



**PUSHPA GUJRAL SCIENCE CITY**  
**JALANDHAR-KAPURTHALA ROAD, KAPURTHALA**

**APPLICATION FOR APPOINTMENT AS CHARTERED ACCOUNTANT  
FOR ANNUAL AUDIT**

1. Name of the firm (in block letters) : \_\_\_\_\_
2. Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
3. E-mail address : \_\_\_\_\_
4. Telephone No.  
Landline : \_\_\_\_\_  
Mobile : \_\_\_\_\_  
Fax : \_\_\_\_\_
5. CAG Empanelment Number of the firm and validity (pls attach proof) : \_\_\_\_\_
6. Consolidated Annual Charges for conducting the Annual Audit including transport, taxes, other charges etc. : In Figures: \_\_\_\_\_  
In words: \_\_\_\_\_

**Notes:**

- 1) No other payment will be made in addition to the amount quoted above.
- 2) Total annual receipts of PGSC is in the range of Rs. 7 to Rs. 8 crores.
- 3) Please attach brief profile of your Firm (not more than 1 page).
- 4) CA's based in Jalandhar, Kapurthala and Ludhiana need only apply.
- 5) The initial appointment will be for a period of one year extendable on year to year basis for a maximum period three years. The charges may be quoted for Annual Audit of one year and shall remain same for three years.
- 6) In case of variation between amount given in figures and in words, the amount quoted in words shall be considered as final.
- 7) For any clarification, please contact Dr. Munish Singla, MFA, PGSC, Mobile No. 9815417699, e-mail: mfa.pgsc@yahoo.in
- 8) Last date for submission of offer is 14.09.2018 by 2.30 PM.
- 9) PGSC will not be responsible for any postal/courier delays. The offers received after the due date & time will not be entertained.
- 10) Offers not submitted on prescribed format or sent through E-mails or conditional in nature will be summarily rejected.
- 11) PGSC reserves the right to accept or reject any application and to annul the process at any time, without any liability and assigning any reason thereof.
- 12) All matters are subject to Kapurthala jurisdiction only.

(SIGNATURE WITH SEAL)