



**ODISHA LIVESTOCK RESOURCES DEVELOPMENT SOCIETY (OLRDS),  
OBPI Campus, Bhubaneswar-751003**

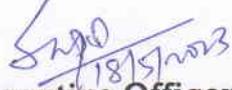
Tel: 0674- 2397985, Email: olrdsahd@gmail.com, Website: www.olrds.com

**EOI No. 01/ OLRDS Date 18.05.2023**

The **Chief Executive Officer, Odisha Livestock Resources Development Society (OLRDS)** invites Expression of Interest (EOI) from the intending Chartered Accountant firms **for audit of its accounts for one year i.e 2021-22**. The details of the Expression of Interest (Non-transferable) as well as terms and conditions are available on the website of NIC, Khordha i.e <https://khordha.nic.in> OLRDS website. Interested Chartered Accountant firms are requested to download the required documents and submit their response to the undersigned at the above mentioned address along with the cost of the EOI document of Rs.1180/- in shape of Bank Draft drawn in favour of the CEO, OLRDS payable at Bhubaneswar.

The cost of EOI documents is compulsory and the bank draft should be enclosed in original along with the EOI documents. The cost paid for EOI documents is non refundable.

The EOI documents must be deposited by **5 PM of 02.06.2023**.

  
**Chief Executive Officer**

**Odisha Livestock Resources Development Society (OLRDS)  
Bhubaneswar-751003**



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**EXPRESION OF INTEREST FOR ENGAGEMENT OF CHARTERED ACCOUNTANT FIRM**

1. The Chief Executive Officer, Odisha Livestock Resources Development Society, invites "Expression of Interest" from reputed and experienced Chartered Accountant firms for Statutory Audit of the Accounts of Office of CEO, OLRDS for the Financial Year **2021-22**. The Chartered Accountant shall conduct detailed audit and suggest on the audited aspects of various Schemes / Projects of the Office to take corrective measures wherever necessary along with reconciliation of the book of accounts with all Bank Pass Books.
2. Minimum eligibility criteria for Chartered Accountant Firm: - The firm should have latest empanelment with C & AG and partnership firm should have minimum 10 Nos. of partners having work experience in World Bank Project / Externally Aided Project for conducting audit works (documentary proof to be submitted).
3. The interested Chartered Accountant firms must provide the following information indicating that they are qualified to perform the services.
  - (a) Name, Address, Regd. number, e-mail ID and Website address of the firm.
  - (b) Number of qualified Staff, along with their qualifications.
  - (c) Year wise annual turnover of the firm for at least 3 consecutive years i.e. 2019-20, 2020-21, 2021-22 and 2022-23. The annual turnover should not be less than One crore (along with documentary evidence).
  - (d) Details of Audit assignment undertaken in the last three years.
4. The interested CA firms shall entry the account figure in Tally application show as to prepare the BRS of all accounts as all the accounts of the OLRDS are maintained manually.
5. Interested firms will have to submit the financial bid and Technical bid in two separate sealed covers respectively. Both sealed cover should be placed with the main cover. The financial bid will be opened after Technical evaluation on the same day.
6. The interested Chartered Accountant firms are requested to furnish EOI indicating fees and other Terms and Conditions to the undersigned. The firms should clearly mention on the cover, "EOI document for Technical bid" and "EOI document for financial bid" separately.
7. The firms should submit the requisite EOI document fee of Rs. 1180/- in shape of demand draft in favor of "The CEO OLRDS, Bhubaneswar".
8. The firm should have an office at Bhubaneswar to contact as and when required.
9. The firm may deliver the expression of interest at the Office of CEO, OLRDS, OBPI Campus, Siripur, Bhubaneswar-751003 latest by **02.06.2023** within **5 PM**. The same will be opened at 11 AM on Dt. 03.06.2023 in presence of the bidders or their authorized representatives.
10. The terms of reference and scope of audit work can be seen in OLRDS website; **www.olrds.nic.in. NIC Khordha. Director, I & PR Deptt.**

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*11/06/2023*  
**Chief Executive Officer**  
**OLRDS**

11. After completion of Audit of all the accounts payment will be made on submission of reports with bills. The Authority reserves the right to cancel any or all the offers without assigning any reason thereof.

**Terms of Reference of Audit for the Financial Year 2021-22**

1. Statutory Audit of OLRDS account for the Financial Year 2021-22.
2. To prepare head wise income and expenditure A/C sheets, Ledger A/C, Subsidiary ledger for debtors/Creditors etc.
3. To prepare the interest accrued in different schemes funds and to be posted in cash book.
4. To prepare Balance sheet of Advance ledger and its recoupment.
5. To prepare Bank deposit register for all Cash Books.
6. To prepare receipt and expenditure of User Cash Book.
7. To examine & advice for better maintenance of stock & store register.
8. To prepare ledger on parking of Govt. money received from DAH&VS, Odisha, Cuttack and its subsequent recoupment.
9. Examination of the statement of Account including the receipts and expenditure statement, trial balance and prepare the balance Sheet for the Financial Year 2021-22.
10. Reconciliation of Cash Books (Scheme Wise) with concerned Bank Pass Books month wise.
11. To prepare component wise, category wise and account head wise expenditures.
12. The Auditors should submit a verification certificate in accordance with rules along with Audit Report.
13. The maximum annual statutory audit fee has been kept at Rs. 54,000/- (Rupees Fifty four thousand) only excluding service tax in order to get quality service.

  
18/11/2023  
**Chief Executive Officer**  
**OLRDS**