



PATIALA URBAN PLANNING AND DEVELOPMENT AUTHORITY
PUDA Complex, Phase –II, Urban Estate, Patiala-147002

PUBLIC NOTICE

Quotation Notice for hiring of Chartered Accountant for preparation and uploading of Form 5

1. Sealed quotations/ bids are invited by PDA from the Chartered Accountants/ firms having an experience of minimum 10 years for the preparation and uploading of form 5 for 3 projects by collecting the information regarding receipt and expenditure on these projects.
2. The form 5 shall be uploaded by the concerned agency on the website of RERA and if any query/observation is raised by RERA, the concerned agency shall prepare its reply and upload it on the website of RERA and in case of need appear before the concerned authority and to guide regarding any financial issue raised by the respective authority/authorities.
3. There will be approximately 24-25 form 5 to be prepared by the agency which can increase or decrease as per actual requirement.
4. The agency shall complete the work within 30 days from the allotment of the work.
5. Fees shall be quoted per form 5 exclusive of GST and GST as applicable from time to time shall be paid additionally.
6. In the event of non-completion of the work with in the stipulated period, 10% of the fees shall be deducted as penalty for delay.
7. The Quotations/ bids should reach this office in room no. 112, first floor, Puda Complex, Urban Estate, Phase-2, Patiala upto 01.00 PM on 03-07-2024 which shall be opened on 04-07-2024 at 11.30AM in the office room of Additional Chief Administrator, PDA Patiala in the presence of bidders who may like to be present.


Chief Accounts Officer