



## HOWRAH MUNICIPAL CORPORATION

4, MAHATMA GANDHI ROAD, HOWRAH - 711 101  
Tel: (+91-33) 2638-3211-13; Fax: (+91-33) 2641-2613  
Accounts Department

No. 574/AD/21-22

Date: 06.1.2022

### NOTICE INVITING QUOTATION

Sealed Quotations are invited by the Controller of Finance, Howrah Municipal Corporation for preparation of Annual Accounts from reputed resourceful and bonafide Chartered Accountant Firms having experience in data entry, finalization of Final Accounts, preparation of Bank Reconciliation Statements and Fixed Assets Register of Local Self Government having million plus population using Pourohisab Software. Quotations to be submitted along with non-returnable copies of PAN & GST signed by the Proprietor/Partner with the seal of the firm. Further details in this connection may be obtained from the office of the Accounts Department, Howrah Municipal Corporation, Annex Building (2<sup>nd</sup> Floor) during any working days. Quotations in sealed cover to be submitted at Accounts Department, HMC by 25-01-2022 by 3:30PM.

This has the Administrative Approval vide No.COF/AA/21-22/1449 dated 20.12.2021. Corporation reserve the right to accept or reject any or all offers or part thereof without assigning any reasons whatsoever.

sd/-

Controller of Finance  
Howrah Municipal Corporation

Memo No. 574/1-4/AD/21-22

Dated: 06.1.2022

Copy Forwarded to:

1. Commissioner, HMC
2. Secretary, HMC - with a request for publication in news paper.
3. R.A.O., HMC
- ✓ 4. HOD(IT), HMC - with a request for publication in HMC website.

Controller of Finance  
Howrah Municipal Corporation